



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS
UL Complex, Meralco Avenue
Pasig, Metro Manila

April 21, 1999

TANGGAPAN NG KALIHIM
(OFFICE OF THE SECRETARY)

DECS MEMORANDUM

No. 178, s. 1999

**CONFERENCE ON THE "BEST PRACTICES OF PRINCIPALS FOR AN
EFFECTIVE MANAGEMENT OF S & T ORIENTED HIGH SCHOOLS"**

To: Bureau Directors
Regional Directors
Schools Division Superintendents

1. The Department of Science and Technology through the Science Education Institute (DOST-SEI) in cooperation with the Department of Education, Culture and Sports through the Bureau of Secondary Education (DECS-BSE) will hold a conference on the "Best Practices of Principals for an Effective Management of S & T Oriented High Schools" on May 26-28, 1999 at Ilaw International Center, Bool, Tagbilaran City.

2. The conference will serve as a venue for information exchange, brainstorming and intellectual discourse regarding the role of the principals in the S & T Oriented High Schools. Selected principals and resource persons will present papers on "best practices" related to the principal's functions in managing physical resources and instruction.

3. All principals of the network of 110 S & T Oriented High Schools are expected to attend the said conference.

4. The schedule of activities is shown in the enclosure. SEI-DOST shall provide the board and lodging of the 110 principals as specified below:

May 26 PM Snacks	May 27 Breakfast	May 28 Breakfast
Dinner	Lunch	AM Snacks
Lodging	Dinner	Lunch
	AM and PM Snacks	
	Lodging	

5. In consonance with Item 4 of DECS Order No. 6, s. 1999 (...Beginning this year, therefore, except for workshops to which we have committed DECS, we shall no longer pay for teachers wishing to attend workshops and training sessions and seminars that are not within our direct sponsorship...) the school principals are free to attend such conference but with no funding from DECS or the Regional Office.

6. Immediate dissemination of this Memorandum is desired.

Nilo L. Rosas
NILO L. ROSAS
Undersecretary
Officer-in-Charge

Incl.:
As stated

Reference:
DECS Order: (No. 6, s. 1999)

Allotment: 1—(D.O. 50-97)

To be indicated in the Perpetual Index
under the following subjects:

CONFERENCES
Course of Study, SECONDARY

**BEST PRACTICES OF PRINCIPALS FOR AN EFFECTIVE MANAGEMENT
OF S & T ORIENTED HIGH SCHOOLS**

PROGRAM OF ACTIVITIES

Day 1 May 26, 1999		Day 2 May 27, 1999	Day 3 May 28, 1999
TIME	ACTIVITY	ACTIVITY	ACTIVITY
6:00 - 8:00 A.M.	Arrival / Registration of Participants	Breakfast	Breakfast
8:00 - 8:30		Opening Ceremonies Phil. National Anthem Opening Remarks Statement of the Purpose	S t u d y
8:30 - 10:00		Presentation on Best Practices in Managing S & T Oriented High Schools (2 speakers) Open Forum	V i s i t
10:00 - 10:15		Coffee Break	S n a c k s & l u n c h t o b e p r o v i d e d
10:15 - 11:15		Best Practices for an Effective School Management. (Dr. Eliza Paqueo-Arreza) Open Forum	
11:15 - 12:00 Noon		Sourcing of Funds - Phil. Science HS System (Dr. Vicenta F. Reyes) Open Forum	
12:00 - 1:00 P.M.		Lunch Break	
1:00 - 3:00	E d u c a t i o n a i Tour PM Snacks and Dinner to be provided	Reforms in School Mgt.: Lapu-Lapu City Schools Division Experience (Dr. Caridad Labe) Open Forum	D e p a r t u r e
3:00 - 3:15		Coffee Break	
3:15 - 4:15		Planning Workshop	
4:15 - 5:00		Presentation of Outputs	
5:00 - 6:30		Break	
6:30 - 7:00		Dinner	
7:00 - 9:00		Meeting of the Principals and Node Coordinators	
		<ul style="list-style-type: none"> Utilization of ESEP building, equipment, library materials & computers Implementation of Special Science Classes 	