



REPUBLIKA NG PILIPINAS  
REPUBLIC OF THE PHILIPPINES  
KAGAWARAN NG EDUKASYON, KULTURA AT SPORTS  
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS  
DECS Complex, Meralco Avenue  
Pasig City, Philippines



Same-Sama  
sa DECS

Tanggapan ng Kalihim  
Office of the Secretary

August 10, 2000

DECS MEMORANDUM  
No. 353, s. 2000

THIRD NATIONAL TEACHERS CONGRESS ON VISUAL IMPAIRMENT

To: Bureau Directors  
Regional Directors  
Schools Division/City Superintendents  
Private Elementary and Secondary Schools Principals

1. The Department of Education, Culture and Sports through the Bureau of Elementary Education in coordination with the Resources for the Blind, Inc. (RBI), Christoffel Blindenmission, (CBM), International Council for Education of People with Visual Impairment (ICEVI), and Perkins School for the Blind will hold its Third National Teachers Congress on Visual Impairment at the Holiday Plaza, Cebu City on September 20-22, 2000. The theme of the Congress is "Reaching Out to Visually Impaired Students with Additional Disabilities".

2. The congress aims to:

- a. discuss the issues/concerns and trends in the provision of school services to the visually impaired students with additional disabilities;
- b. identify strategies to meet persistent challenges and demands of inclusion in the new millennium; and
- c. give awards to outstanding SPED teachers for the visually impaired.

3. The participants to this Congress include the following:

- a. Regional/Division/Supervisor-In-Charge of Special Education
- b. Schools Superintendents/Asst. Schools Superintendents
- c. Chiefs/Asst. Chiefs of Elementary Education Division
- d. Chiefs/Asst. Chiefs of Secondary Education Division
- e. Administrators of Public/Private Special Schools
- f. Administrators/Supervisors of regular elementary and secondary schools
- g. Special Education Teachers/Regular Teachers
- h. Parents of children w/ special needs
- i. Officers/members of government and nongovernment organizations for the disabled

4. The program of activities, pre-registration form, guidelines for the selection of the Outstanding Special Education Teachers for the Visually Impaired, and the Nomination Form are enclosed.

E-Mail Address:  
SEC @SKYINET.NET

"Together Let Us Build This Nation Through Education"

Tel. # 02-433-7228 or 7208  
Fax # 02-432-0806

5. The registration fee as cited below includes board and lodging for three (3) days, congress kit and reading materials.

A. Live-In Participants

- SPED Teachers/Regular Teachers/School Administrators with SPED Program for the Visually Impaired
  - Sharing of 6 participants - P1,500.00 per participant
  - Triple Sharing - P1,800.00 -do-
  - Twin Sharing - P2,200.00 -do-
  - Single Occupancy - P3,800.00 -do-
- Other Regular Teachers/DECS Officials/Private Participants
  - Sharing of 6 participants - P2,600.00 per participant
  - Triple Sharing - P2,900.00 -do-
  - Twin Sharing - P3,300.00 -do-
  - Single Occupancy - P5,000.00 -do-

B. Live Out Participants

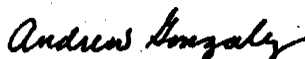
- SPED teachers for the VI - P 750 per participant
- Other Regular Teachers, DECS Officials/Private - P1,500 per participant

6. The participation of DECS teachers, administrators, supervisors and other officials will be on official time. Participants from private institutions shall make their own financial arrangements with their respective schools/offices.

7. For further inquiries, the contact persons are the following:

1. Mr. Randy Weisser  
Executive Director  
Resources for the Blind, Inc. (RBI)  
Tel. No. 726-20-21 to 24
2. Dr. Teresita G. Inlong  
Director III  
Officer-In-Charge, BEE-DECS  
Tel. No. 633-72-70
3. Dr. Yolanda S. Quijano  
Chief, SPED Division  
Tel. No. 631-99-93

9. Immediate dissemination of this Memorandum is desired.

  
ANDREW GONZALEZ, FSC  
Secretary

Encl.:  
As stated

Reference:  
DECS Memorandum: N . 288, s. 1998

Allotment: 1--(D.O. 50-97)

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

CONFERENCES  
SPECIAL EDUCATION  
TEACHERS

**SUGGESTED PROGRAM OF ACTIVITIES**

**September 20, 2000**

**First Day**

8:00 - 9:00	Registration
9:00 - 10:00	B R E A K
10:00 - 10:30	Opening Program Keynote Speaker: - <b>Advancement on the Education of the Visually Impaired Orientation</b>
12:00 - 1:30	LUNCH
1:30 - 3:00	Plenary Session 1 <b><i>Making Inclusion a Reality</i></b>  <b><i>ICEVI in the Inclusion of Persons with Visual Impairment</i></b>  <b><i>Inclusion Practices for the Visually Impaired: - Philippine Experience</i></b>
3:00 - 3:30	B R E A K
3:30 - 4:30	Video Viewing
4:30 - 5:00	Open Forum
5:00 - 6:00	Dinner

September 21  
2nd Day

- 8:00 - 8:30 - Synthesis Presentation
- 8:30 - 10:00 - Plenary Session 2  
*Understanding Blind Students with Additional Handicapping Conditions*  
  
*Functional Assessment and Diagnosis of Children with Blindness and Additional Handicapping Conditions*
- 10:00 - 10:30 - B R E A K
- 10:30 - 12:00 - Panel Discussions  
*Planning & Implementation of Instructional Program for the Blind with Additional Handicapping Conditions*
- 12:00 - 1:00 - L U N C H
- 1:00 - 5:00 - Workshop  
Preparation of Functional Activities for:  
1. Deafblind Students  
2. Visually Impaired Students w/  
Mental Retardation  
3. Visually Impaired Students w/  
Learning Disabilities  
4. Visually Impaired Students w/  
Cerebral Palsy, Seizure Disorders  
5. Visually Impaired Students w/  
Emotional & Behavioral Problems
- 5:00 - 6:00 - D I N N E R
- 6:00 - 7:00 - Working Socials

September 22, 2000  
3rd Day

- 8:00 - 8:30 - Plenary Session 3  
*Partnership with GOs and NGOs*
- 8:30 - 10:00 - Presentation of Workshop Outputs
- 10:00 - 10:30 - B R E A K
- 10:30 - 12:00 - *-Addressing Issues in Educating Children with Visual  
Impairment and those with Additional Disabilities*
- 12:00 - 1:00 - L U N C H
- 1:00 - 5:00 - Closing Program  
Awarding of Outstanding SPED Teachers for the VI

(Enclosure No. 2 to DECS Memorandum No. 353, s. 2000)

**THIRD NATIONAL TEACHERS CONGRESS ON VISUAL IMPAIRMENT**

**Theme: *Reaching Out to Visually Impaired Students with  
Additional Disabilities***

Holiday Plaza, Cebu City

September 20-22, 2000

**PRE-REGISTRATION FORM**

**Name:** \_\_\_\_\_ **School:** \_\_\_\_\_

**Position:** \_\_\_\_\_ **Division:** \_\_\_\_\_ **Region** \_\_\_\_\_

**Enrolment of VI Children 1999-2000** \_\_\_\_\_

**No. of Years in Teaching the VI Children** \_\_\_\_\_

Below are the concurrent sessions. Please check two topics as your preferences:

- Deafblind Students
- Visually Impaired Students with Mental Retardation
- Visually Impaired Students with Learning Disabilities
- Visually Impaired Students with Cerebral Palsy and Seizure Disorders
- Visually Impaired Students with Emotional and Behavioral Problems

Interested parties must mail/e-mail/fax this form on or before September 8, 2000 at Resources for the Blind, Inc., P.D. Box 1831, C.P.O. 1099 Manila, Philippines Tel. No. 726-30-21 to 24, Telefax 727-0077 with e-mail address [blind@pacific.net.ph](mailto:blind@pacific.net.ph) or at SPED Division, DECS Central Office Fax No. 633-72-70.

**GUIDELINES ON THE SELECTION OF THE 2000 OUTSTANDING  
SPECIAL EDUCATION TEACHERS FOR THE VISUALLY IMPAIRED**

1. A candidate must be a regular/permanent teacher actually teaching visually impaired children in a public school for at least 3 years; has met/undergone minimum requirements of 18 units in SPED (V.I.) or has undergone short term courses in SPED (VI) and has not been a recipient of any Regional/National award for special education teachers.
2. The duly accomplished forms together with the requirements and supporting documents of the selected nominees must be submitted to the following offices on the dates indicated.

Division Office ----- on or before August 25, 2000  
Regional Office ----- on or before August 31, 2000  
Central Office ----- on or before Sept. 8, 2000

3. **CRITERIA**

**I. PERSONAL QUALITIES AND CHARACTERS - Maximum --- 25 pts.**

- A. Model of Morality and Integrity both in public and private life (sense of honesty, humility, diligence, dedication, good faith, courtesy, generosity, kindness, love and solicitude for visually impaired children)
- Submit the names and address of 3 references consisting of nominee's current or previous supervisors, principals and former students with their feedbacks about the morality and integrity of the nominee ----- 15 pts.
  - Certification from the Regional Legal Office that the nominee has not been found guilty of any administrative complaint or criminal charges --- 10 pts.

**II. INSTRUCTIONAL COMPETENCE AND TEACHING EFFECTIVENESS ----- 70 pts.**

- A. Demonstrated competence in the teaching of special children particularly the visually impaired-20 pts.
- Certification from the principal of continued, dedicated and efficient service in implementing the program of the visually impaired
  - 10 years or more ----- 10 pts.
  - 5 years ----- 7 pts.
  - 3 but not less than 2 years ----- 3 pts.



- Certified true copy of the performance ratings within the last 3 years (SY 1997-'98, 1998-'99, 1999-2000)
  - Outstanding performance for the last three years ----- 10 pts.
  - Very Satisfactory performance for the last three years ----- 6 pts.

**B. Instructional materials produced and used for the improvement of teaching the visually impaired. - 50 pts.**

1. Had written and produced instructional materials that contributed for the improvement of teaching the blind such as reference materials, instructional modules, teaching units, curriculum modification, evaluation materials adopted/used within the last three school years (SY 1997-'98, 1998-'99, 1999-2000) -- 20 pts.

National/Regional ----- 10 pts.  
 Division ----- 7 pts.  
 District/School ----- 3 pts.

Supporting Documents - photocopies of modules, workbooks, curriculum modification and evaluation instruments being used. Give a brief description of each.

2. Innovative teaching devices and materials (tactual) developed for the improvement of teaching blind children --- 10 pts.

Supporting Documents - pictures of innovative/indigenous teaching devices, apparatuses, etc., and a brief description of each.

3. Involvement in co-curricular activities ----- 10 pts.

Certification and other evidences of leadership or participation in any activity related to teaching the visually impaired (e.g. PTA/Faculty Club Officer, adviser/coach in school contest/special olympics, scouting etc.)

International ----- 4 pts.  
 National/Regional ----- 3 pts.  
 Division ----- 2 pts.  
 District/School ----- 1 pt.

4. Professional Advancement ----- 10 pts.

Certified true xeroxed copies of transcript of records of the highest degree attained and degree being pursued (SPED VI) ----- 5 pts.

Certification signed by the sponsor and other evidences of leadership or participation in any advance training, workshop or seminars in Special Education (Division and National Level) ----- 3 pts.

A one-page abstract of any research conducted by the nominee to improve the teaching of the blind -- 2 pts.

**III. COMMUNITY INVOLVEMENT ----- 5 pts.**

Certificates signed by the Mayor/Barangay Chairman and other evidences of leadership or participation in any activity/organization outside of teaching

- Participation of the nominee in community/barangay survey locating visually impaired children ---- 3 pts.
- Participation of visually impaired under the leadership of the nominee in community/barangay celebrations such as rondalla rendition, song fest, dance, drama, etc. - 2 pts.

**TOTAL NO. OF POINTS ----- 100 pts.**

**SEARCH PROCEDURE:**

**1. *Nomination***

- a. Elementary and Secondary Levels
  - The nomination should be made by the principal. Each school catering to the VI children is entitled to only one nominee.
- b. Nomination form must be duly signed by both nominee and nominator.
- c. All supporting documents must be Certified by the Nominator and accompanied by the list of documents following the sequence in the Criteria for Evaluation.
- d. The nomination form and supporting documents must be submitted to the Division Office on or before August 25, 2000.

**2. *Evaluation of Nominations***

- a. All nominations will be initially screened and evaluated by a preliminary board of judges from each Division.
- b. The name of the Division Winner together with his/her supporting papers must be submitted to the Regional Office on or before August 31, 2000.

- c. All Division winners will be interviewed by the Regional Board of Judges which will be held at the Regional Office on August 31, 2000.
- d. The Regional Board of Judges will select an awardee for the region. All decisions of the Board of Judges is final.
- e. The name of the Regional winner together with his/her supporting papers must be submitted to the Central Office, Special Education Division, Bureau of Elementary Education, Pasig City on or before September 8, 2000.

3. *Final Selection*

The National Board of Judges which will be selected by the Special Education Division, Bureau of Elementary Education, DECS. The Board will select the awardees for the **Outstanding Special Education Teachers for the Visually Impaired in Year 2000.**

- 4. **Awarding will be done during the 3rd National Teachers Congress on Visual Impairment on September 20-22, 2000.**

**NOMINATION FORM**  
(Please type all answers)  
(Use Additional Sheets if Necessary)

**SCHOOL:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**A. PERSONAL DATA**

1. Nominees' Full Name \_\_\_\_\_  
(Surname) (Given Name) (Middle Name)

2. Home Address: \_\_\_\_\_  
No. of Street Town/District Province

3. Telephone Nos. \_\_\_\_\_  
(School) (Residence)

4. Date of Birth: \_\_\_\_\_ 7. Civil Status: \_\_\_\_\_

5. Place of Birth: \_\_\_\_\_ 8. Citizenship: \_\_\_\_\_

6. Sex: \_\_\_\_\_

**B. EDUCATIONAL BACKGROUND**

Please list down below the degrees being pursued or earned, beginning with the most recent and other information called for.

Degrees Earned Degrees Being Pursued	School	Year Attended	Academic Distinction

**C. Instructional Competence and Teaching Effectiveness**

1. Number of years of service as SPED teacher for the VI \_\_\_\_\_

2. Position/Rank: \_\_\_\_\_

3. Subject(s) presently taught: \_\_\_\_\_

4. Performance Evaluation/Rating Obtained in the last 3 years

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5. Employment History for the last 10 years (Begin with the most recent employment)

School/ Address	Position Held	No. of Hours Spent in Teaching	Year

6. Enumerate instructional materials produced and used by the nominee for the improvement of teaching such as books, reference materials, work-books, modules, evaluation instruments, course guides. Indicate where, when and how these materials are being used.

List of Materials	Where/When/How

7. Other than teaching, in what ways did the nominee get involved with the students (such as in the role of a trainor, adviser, coach, counselor, etc.)

8. Explain or give details of any research conducted by the nominee.

**D. PROFESSIONAL AND COMMUNITY INVOLVEMENT**

1. What activities outside of teaching has the nominee been involved in?

2. List down awards or recognition from reputable organization: local, regional, university, college, national, international

**E. INFORMATION ON THE NOMINATOR:**

1. Name of Principal or Chairman \_\_\_\_\_
2. Position \_\_\_\_\_
3. School/District represented \_\_\_\_\_
4. Indorsement \_\_\_\_\_

\_\_\_\_\_  
(Signature of Nominator)

\_\_\_\_\_  
(Signature of Nominee)

\_\_\_\_\_  
(Date of Submission)