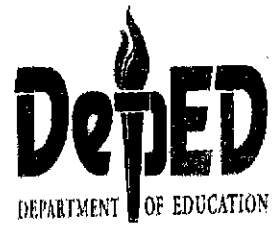




REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
DepEd Complex, Meralco Avenue, Pasig City



Trunkline : 632-1361
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Website: <http://www.deped.gov.ph>

JUL 08 2004

DepED MEMORANDUM
No. **291**, s. 2004

FIRST CONGRESS ON MULTIGRADE EDUCATION

To: Bureau Directors
Regional Directors
Schools Division/City Superintendents

1. In consonance with the Department's policy on improving access and quality in elementary education, the Bureau of Elementary Education (BEE) will hold the First Congress on Multigrade Education at the Manila Pavillon, United Nation Avenue, Ermita, Manila on October 27-29, 2004. This is in coordination with the Third Elementary Education Program (TEEP) and the National Association of Special Educators (NASE).
2. The Congress aims to:
 - a) raise participants' awareness on the Multigrade Program of the Philippines and other countries;
 - b) enhance their knowledge on effective instructional strategies and best practices to improve multigrade instruction; and
 - c) share among themselves effective practices in managing and supervising multigrade schools.
3. Local specialists and researchers on multigrade education are invited as presentors during concurrent sessions. They may present either their recently conducted or on-going researches. Deadline for submission of abstract is on August 31, 2004.
4. Multigrade teachers, coordinators, administrators, supervisors, other education officials from the division, region and bureaus and deans/or instructors from Teacher Education Institutions are invited to attend this Congress **on official business**.
5. The registration fee to this live-out Congress shall be Three Thousand Five Hundred Pesos (PhP3,500.00) for each participant. This shall cover lunch, snacks for three (3) days, conference materials, honoraria for speakers and miscellaneous expenses. This activity is limited to 500 participants. Registration will be on a first-come, first-served basis. Enclosure No. 1 is the pre-registration form which should be accomplished and submitted to BEE on or before October 15, 2004.
6. Expenses incident to the participation of DepED teachers, coordinators, administrators, supervisors and other officials in the division and regional levels shall be charged against local funds subject to the usual accounting and auditing procedures. Participants from private institutions shall make their own financial arrangements with their respective offices.

7. The abstract form (Enclosure No. 2) should be accomplished and received by the BEE on or before August 31, 2004. The guidelines are found in Enclosure No. 2a. Inquiries pertaining to the Congress may be addressed to the:

Staff Development Division
Bureau of Elementary Education
Department of Education
2nd Floor, Bonifacio Building, DepED Complex
Meralco Avenue, Pasig City
Telefax No. : (02) 687-2948
Tel. No. : 632-1361 to 70 loc. 2058/2173
637-43-47/637-43-46
E-mail address: bee@i-next.net

8. Immediate and wide dissemination of this Memorandum is desired.


EDILBERTO C. DE JESUS
Secretary

Encls.:
As stated

Reference:
None

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

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

CONVENTIONS
ELEMENTARY EDUCATION
SOCIETY or ASSOCIATIONS

Reformatted by: Maricar/dm-1st congressonmultigrade
06-23-04

(Enclosure No. 1 to DepED Memorandum No. 291, s. 2004)

FIRST CONGRESS ON MULTIGRADE EDUCATION

Manila Pavillon, United Nations Avenue

Ermita, Manila

27-29 October 2004

PRE-REGISTRATION FORM

(Please accomplish and send to BEE on or before 15 October 2004)

Name: _____ Gender: _____

Designation: _____

Institution: _____

Address of Institution: _____

Contact Number:

Telephone _____

Fax _____

E-mail _____

I will participate in:

Deliberations _____

Paper Presentation _____

Exhibition _____

(Enclosure No. 2 to DepED Memorandum No. 291, s. 2004)

ABSTRACT FORM

Title of Paper: _____

Author(s): _____

Institution and Address: _____

Note: Please use the instruction for abstract. Photo copy of this form is acceptable.

Abstract Guidelines

Content of Abstract

- Abstract must be in English.
- Individual paper/poster abstract should not exceed 200 words, including the title of the paper and author's name(s) and affiliation.
- The abstract title should be brief, clearly indicating the nature of the study or presentation.
- State author's name(s), affiliation, city/municipality and province. Omit degrees and titles.
- The text of the abstract should include:
 - ☞ a statement of the purpose of the study, project or presentation (preferably in one sentence)
 - ☞ a brief description of the methods used or issues involved
 - ☞ a summary of the results obtained or main points to be debated or presented
 - ☞ a conclusion and/or recommendations

Typing the Abstract

- Abstract must be typed as camera ready copy. Abstract can be written with clear dark ribbon or by laser or inkjet printer (do not use dot matrix printer).
- The title should be in bold type.
- Leave one line blank after title.
- The entire abstract, including title, author's or organizer's address and text must be typed within the appropriate margins. Use short specific titles and standard abbreviations.

Time Limit for Presentation

- Concurrent Session – 30 minutes each presentation.

General Information

- Please do not fold the Abstract Form.
- The abstract will be reviewed for its merit, relevancy and clarity.
- Please send the original abstract and presentation to

STAFF DEVELOPMENT DIVISION

Bureau of Elementary Education
Department of Education
2nd Floor, Bonifacio Building, DepEd
Complex, Meralco Ave.,
Pasig City

- Deadline for receiving the abstract is on 31 August 2004 and the full paper on 30 September 2004.
- The full paper should not exceed 20 pages (double space, 21 cm x 30 cm size paper)