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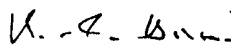
JUL 29 2005

**SECONDARY SCHOOLING ALTERNATIVE (SSA) TRAINING-WORKSHOPS FOR THE
DEVELOPMENT OF THE DIVISION DROP-OUT REDUCTION PLANS (DORP)**

To: Bureau Directors
Regional Directors
Schools Division/City Superintendents
Heads, Public Secondary Schools

1. The Secondary Education Development and Improvement Project-National Project and Management Office (SEDIP-NPMO) will conduct the SSA Training-Workshops for 15 SSA Coordinators and 240 SEDIP School Heads from schools with the highest drop-out rates, and 15 Division Implementation/Management Advisers on August 3-11, 2005 at Cebu Business Hotel, Cebu City and on August 6-13, 2005 at Apo View Hotel, Davao City.
2. The training-workshops aim to:
 - a. provide the participants with knowledge and skills to identify students-at-risk of dropping-out based on individual, school, family, and community-based risk factors; and
 - b. design, implement and evaluate the effectiveness of interventions; and (practices and strategies) and institute protective factor and reduce the impact of the risk factors on students.
3. The said activities will cover the following:
 - a. Presentation of the SSA component system at the central, division and school levels;
 - b. Identification of risk factors for the dropping-out;
 - c. Development and implementation of a drop-out reduction plans;
 - d. Development of interventions and required materials;
 - e. Addressing learning differences and learning difficulties;
 - f. Discussion of behavioral and other individual or family-related risk factors;
 - g. Discussion of community-related risk factors and possible community-based interventions;
 - h. Development of institutional linkages to support organizations in the community to address the drop-out phenomenon;
 - i. Training on the implementation of Project EASE and Open High School System of the Bureau of Secondary Education; and
 - j. Development of monitoring, evaluation and reporting schemes for the implementation of the SSA project.

4. The expected outputs include:
 - a. Draft of Drop-out Reduction Plans (DORP) (schedule and activities for data collection, reporting, monitoring and evaluation);
 - b. Description of proposed intervention plans to prevent/reduce drop-outs and identification of target clients; and
 - c. Feedback, recommend changes to proposed data collection procedures and documentation, reporting and evaluation of intervention strategies.
5. Participants shall be the 15 SEDIP Division SSA Coordinators, the 240 SEDIP School Heads from the schools with the highest average drop-out rates of the last three years using the EFA (Education For All) computations, 15 Division Implementation/Management Advisers and 10 SEDIP-SSA staff.
6. A Training Service Provider (to be announced later after the evaluation of bidders) will facilitate, manage, document and prepare reports on the Training-Workshops. The service provider will provide for the technical resource persons and appropriate activities on selected topics.
7. SEDIP-NPMO will shoulder the participants and staff's board and lodging, travel expenses, including per diem, where allowable to and from the venue subject to the usual accounting and auditing rules and regulations.
8. SEDIP-NPMO will also shoulder the professional fee of the Training Service Provider for the services rendered.
8. The SSA Division Coordinator and the SEDIP School Heads are requested to bring their DORP (Drop-Out Reduction Plan) and PIP (Project Implementation Plan) reflecting the drop-out respectively.
9. Immediate dissemination of this Memorandum is desired.


RAMON C. BACANI
Undersecretary
Officer-in-Charge

Reference: None
Allotment: 1- -(D.O. 50-97)
To be indicated in the Perpetual Index
under the following subjects:

OFFICIALS
TRAINING PROGRAMS
WORKSHOPS