



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



*Sama-Sama
sa DECS*

Tanggapan ng Kalihim
Office of the Secretary
DECS ORDER
No. 96, s. 1999

September 8, 1999

**ORGANIZATION OF PRESCHOOL CLASSES UNDER THE PRESCHOOL
SERVICE CONTRACTING SCHEME SY 1999-2000**

To : Regional Directors
Schools Superintendents

1. Preschool Service Contracting as an alternative delivery system aims to provide preschool experiences to prospective Grade I children in 5th and 6th class municipalities, urban poor communities and relocation areas.
2. The program which was piloted in SY 1997-1998 for a period of 6 months has organized 1,565 classes. In SY 1998-1999, 1,860 classes were organized. The program provided preschool experiences to children in disadvantaged areas whose parents could not afford to pay for such services. Results revealed that children who underwent the said program had a smoother transition from home to formal schooling. Children have developed their self-confidence and their preparedness to learn was evident.
3. The program will be on its third year of implementation this SY 1999-2000. All regions/divisions are requested to submit the list of prospective Grade I children for next school year in 5th and 6th class municipalities, urban poor communities and relocation areas. These are the children who are not accommodated in any school-based preschool, day care center or learning institution. Private preschools and non-government organizations (NGOs) will be contracted as service providers.
4. Enclosed are the Guidelines for the Organization of Classes under the Preschool Service Contracting Scheme which should be strictly followed.
5. **Immediate and wide dissemination of this Order is desired.**

Andrew Gonzalez
ANDREW GONZALEZ, FSC
Secretary

Incl.:

As stated

Reference:

DECS Memorandum: No. 377, s. 1998

Allotment: 1—(D.O. 50-97)

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

CLASSES

POLICY

PRESCHOOL EDUCATION

(Inclosure No. 1 to DECS Order No. 96, s. 1999)

GUIDELINES ON PRESCHOOL SERVICE CONTRACTING SCHEME

1. Under the Preschool Service Contracting Scheme, preschool classes should be organized in 5th and 6th class municipalities, urban poor communities and relocation areas starting October, 1999 and will end in March, 2000.
2. Five-year old children who are prospective Grade One pupils (i.e. children who will be 6 years old in June, 2000) will be enrolled
3. The Preschool service proponent shall be contracted on the basis of the following:
 - ◆ Non-government organization (NGO) that is registered with at least one government agency
 - ◆ Financially capable and educationally oriented NGO
 - ◆ Private schools that are registered with DECS
4. The amount of P250/child/month shall be given in full to the service contractor for a maximum of 25 pupil per class; for the salary of teachers, instructional materials and administrative cost.
5. In no case shall honoraria be paid to DECS school officials in connection with the preschool service contracting program;
6. A separate fund for monitoring/supervision of preschool classes has been set aside for the purpose, hence no amount from the preschool service contracting program shall be used to monitor/supervise said classes. Preschool monitoring funds shall be transferred to the regions which in turn will transfer them to the divisions, pro rata.

A. Responsibilities of Service Contracting Proponents

1. Organize preschool classes with a maximum of 25 pupils per class and a minimum of 20.
2. Provide the following:
 - a. salary of qualified preschool teachers at least P3,000/month
 - b. school/classroom facilities (if possible)
 - c. adequate, developmentally appropriate instructional materials -
e.g. educational blocks/toys, storybooks, taped songs/puzzles and 3 workbooks on the 3Rs.
 - d. basic school supplies - e.g. pencil, paper, crayon, art paper

In cases where the Service Contractor is located in the poblacion, it may hire unemployed teacher graduates who are willing to conduct classes in 5th and 6th class municipalities, urban poor communities or relocation areas.

3. Submit a report on the following within the first month of classes.

Region _____ Division _____

Service Contractor _____

Category of Service Contractor : NGO Private School Others

Name of teacher : _____

Educational Qualification _____

Enrolment : M _____ F _____ Total _____

4. Conduct continuous coordination with DECS and the community with regard to the preschool program.
5. Submit an accomplishment report and liquidate funds received from DECS for preschool services rendered within a month after classes have closed.

B. Responsibilities of DECS

1. Central Office

- ◆ Transfer funds to DECS RO for the payment of services at P250/child/month for a period of 6 months
- ◆ Monitor the conduct of the program

2. Regional Office

- ◆ Submit to DECS Central Office data on the classes organized and names of Service Providers not later than November 30, 1999.
- ◆ Orient the teachers and administrators on the conduct of the Program
- ◆ Monitor the conduct of preschool
- ◆ Coordinate with Service Contract Proponent regarding preschool matters e.g. conduct of classes
- ◆ Transfer funds to Division Office who will in turn pay the Service Providers

3. Division Office

- ◆ Assist in providing classroom/facilities if Service Contracting Proponent cannot do so
- ◆ Have a Memorandum of Agreement with Service Contracting Proponents (Division Level)

(Inclosure No. 2 to DECS Order No. 96, s. 1999)

Enclosed is the maximum number of classes which may be organized per Region

Region	Number of Classes
I	113
II	70
III	70
IV	146
V	80
VI	167
VII	146
VIII	170
IX	80
X	105
XI	107
XII	60
CARAGA	66
NCR	80
CAR	100
ARMM	40
TOTAL	1 600