



Office of the Secretary

DepED ORDER  
No. 66 s 2005

DEC 29 2005

ORGANIZATION OF PRESCHOOL CLASSES UNDER THE PRESCHOOL SERVICE  
CONTRACTING PROGRAM FOR SY 2005-2006

To: Regional Directors  
Chiefs of Elementary Education Division  
Schools Division/City Superintendents  
Heads, Private Preschools/NGOs

1. In support of the Department's objective to reduce dropout and repetition rates particularly in Grades I to III and the Education For All (EFA) recommendation to expand Early Childhood Care and Development (ECCD) coverage in disadvantaged areas, the Preschool Service Contracting Program (PSCP) will continue its implementation from January to March, 2006.
2. The PSCP is an alternative delivery system that provides early childhood experiences to prospective Grade I children by making use of available resources. These are the children in the fifth and sixth class municipalities, urban slums and relocation areas who were not accommodated in the PTCA initiated preschools and in the day care centers.
3. Each region/division is encouraged to organize classes under this program. Private preschools and non-government organizations who have the capability to provide Preschool Services may be contracted for this purpose.
4. The list of enrollees shall be submitted to the Bureau of Elementary Education (BEE) through the Curriculum Development Division (CDD) on or before January 15, 2006. Likewise, the contract or Memorandum of Agreement (MOA) entered into with the service providers shall be submitted on the date stated to facilitate issuance of funding allotment.
5. Guidelines for the implementation of the Program and the number of classes to be organized are hereby attached for compliance.
6. Immediate dissemination of this Order is directed.

FE A. HIDALGO  
Undersecretary  
Officer-in-Charge

Encls.: As stated  
Reference: DepED Order: No. 55, s. 2004  
Allotment: 1—(D.O. 50-97)  
To be indicated in the Perpetual index  
under the following subjects:

CLASSES  
PROGRAMS

GUIDELINES ON THE IMPLEMENTATION OF PRESCHOOL  
SERVICE CONTRACTING PROGRAM FOR SY 2004-2005

I. General Guidelines

1. Preschool classes shall be organized in the 5<sup>th</sup> and 6<sup>th</sup> class municipalities, urban poor communities and relocation areas for 10 weeks from 9 January to 17 March 2006.
2. Barangays Without DayCare and in which Public Schools have no preschool are the priority areas for organization of the Preschool Service Contracting classes.
3. Prospective Grade I pupils who are not accommodated in any preschool services in June 2005 are qualified to enroll. Specifically they are the children who will be six years old by June 2006 or children aged 5.7 and above.
4. **Only** the private schools and church-based Early Learning Centers registered with the DepEd, Colleges and Universities offering Education Course and Non-Government Organizations (NGOs) with education mandate are the eligible Service Providers, however, they must be financially capable to advance funds. By NO means a Private Person be contracted as Service Provider.
5. The amount of THREE HUNDRED PESOS (Php300.00) per child per month shall be given **in full** to the service provider from which the salary of teachers, instructional materials and administrative costs will be drawn.
6. No amount from the Preschool Service Contracting Program shall be used for monitoring of PSSC classes or pay Honoraria of DepEd Officials involved in the implementation of the Program.
7. The Preschool Service Contracting Class is different from the PTCA-organized classes and therefore no payment shall be made to any PTCA.

II. Responsibilities of the Service Providers are the following;

- A. Enter into a Memorandum of Agreement (MOA) with DepEd Division Office.
- B. Provide the following;
  - salary of preschool teacher(s) of not less than P3,000.00/month every end of the month for six (6) months,
  - instructional materials at least three workbooks (Communication Skills in English, Filipino and Mathematics) and a story book per child,
  - basic school supplies (ie. paper, pencil, art papers, crayons, clay, scissors, etc)

- C. Submit an accomplishment report and liquidate funds with the Division Office for preschool services rendered by end of March 2006.
- D. Monitor implementation of the PSSC classes as often as possible.
- E. Continuously coordinate with the DepEd Office and the community regarding conduct of the PSSC class.

III. Responsibilities of the DepEd

A. Central Office

- Monitor the implementation of the program
- Evaluate the conduct of the program
- Facilitate release of funds on time

B. Regional Office

- Submit to the Central Office the signed Memorandum of Agreement (MOA) together with the list of enrollment not later than January 15, 2006. These shall be the basis for the processing of payments.
- Transfer funds to the Division Offices the soonest time possible after receipt thereof.
- Consolidate data and submit to the Central Office accomplishment report by the end of April 2006.

C. Division Office

- Organize preschool classes with a maximum of twenty five (25) and a minimum of fifteen (15) pupils per class.
- Enter a MOA with the Service Provider.
- Submit the signed MOA with the list of enrollment (following the hereunder suggested format) to the Regional Office as basis for the processing of payment before January 15, 2006.

Region: \_\_\_\_\_ Division: \_\_\_\_\_  
 Municipality: \_\_\_\_\_  
 School: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Service Provider: \_\_\_\_\_

NAME	SEX	AGE	DATE OF BIRTH

- Orient the teachers and the administrators on the proper implementation of the Program
- Assist the Service Provider in hiring teacher(s) and securing classroom(s) if needed
- Pay the Service Provider **in full** (i.e. THREE HUNDRED PESOS (P300.00) per child per month)
- Monitor conduct of classes and provide assistance to Service Contracting teachers with the assistance of the Principals in case there is a need
- Submit accomplishment report to the Regional Office on or before April 15, 2006

PRESCHOOLSERVICE CONTRACTING SCHEME  
SY 2005-2006  
ALLOCATION OF CLASSES

<i>Region</i>	<i>Classes</i>
I	50
II	45
III	100
IV-A	60
IV-B	35
V	60
VI	100
VII	60
VIII	60
IX	45
X	55
XI	50
XII	45
CARAGA	50
NCR	60
CAR	45
ARMM	30
<b>Total</b>	<b>950</b>