

MANAGEMENT COMMITTEE (MANCOM) DIRECTIONS AND ACCOMPLISHMENTS OF SCHOOLS IN THE 2nd CONGRESSIONAL DISTRICT OF SORSOGON

¹CHRISTY R. MAGCAYAN, ²DR. NOEL G. BENAVIDES

^{1,2} Sorsogon State College

Abstract: The study aimed to document the Management Committee (MANCOM) directions and accomplishment of schools in the 2nd congressional district of Sorsogon for the school year 2018-2017 to school year 2019-2020. It used the documentary analysis of the Management Committee (MANCOM) meetings for the past three years. The documents analyzed were the 20 minutes of meetings, accomplishment reports submitted by the school heads, quarterly and annual reports from the Division Office. The other documents which were relevant to the MANCOM directives were also utilized in the study. The unstructured interview with concerned officials were likewise conducted to verify the results of the analysis.

This study revealed that during the MANCOM meetings for the last three school years, the agreement made was more on the physical development such as construction of new school building and classrooms, refurbishment, and rehabilitation of existing infrastructures. The accomplishments of the schools were instructional competence, efficient utilization of MOOE, student's participation to contest, construction of additional classrooms, and implementation of various programs and projects. The most critical problems encountered by the schools are delayed release of SBFD fund, student's nutritional status, land titling, and weak internet connectivity. The initiatives conducted by the school heads to accomplish the MANCOM directives are implementation of SBFP, organization of child protection policy, securing of land titles, and improving the literacy rate.

Furthermore, it was recommended that the Division Office may continuously hold the Management Committee (MANCOM) meetings with the school heads in order to improve the delivery of school services and processes. The school heads are enjoined to sustain the accomplishments for the school year by conducting a constant monitoring, evaluation, and review. They may prioritize the solution of the critical problems identified such as delayed release of budget, securing of land titling, and internet connectivity. Also, the school heads are encouraged to take the lead in translating the MANCOM directives into accomplishments in their respective schools. The Action Plan may be submitted to the Division Office for possible adoption, if found feasible, may be implemented by the school officials. Further studies on the MANCOM

Meetings and Directives may be conducted to validate the findings of this study. Also, the inclusion of other variables not covered in the current study. the Division Office may continuously hold the Management Committee (MANCOM) meetings with the school heads in order to improve the delivery of school processes. The school heads are enjoined to sustain the accomplishments for the school year by conducting a constant monitoring and review. The school heads may prioritize the solution of the critical problems identified in accomplishing the MANCOM directives. The school heads are encouraged to take initiative that all MANCOM directives be accomplished in their respective schools. The Action Plan may be submitted to the Division Office for possible adoption, if found feasible, may be implemented by the school officials. Further studies on the MANCOM Meetings and Directives may be conducted to validate the findings of this study. Also, the inclusion of other variables not covered in the current study.

Keywords: Management Committee (MANCOM), Further studies, current study, school officials.

1. STATEMENT OF THE PROBLEM

This study aimed to determine the effectiveness of Management Committee meeting (MANCOM) directions and accomplishments of schools in the 2nd Congressional District of Sorsogon for school year 2017-2018 to school year 2019-2020.

Specifically, it sought answer to the following questions:

1. What directions had been set by the MANCOM in terms of:
 - a. Teacher Development;
 - b. Fiscal Development;
 - c. Student Development;
 - d. Physical Development; and
 - e. Programs and Projects?
2. What are the accomplishments of the schools along the identified variables?
3. What are the problems encountered by the schools in accomplishing the MANCOM directions?
4. What are the initiatives of the school heads to accomplishing the MANCOM directions?
5. What action plan could be proposed based on the results of the study?

2. SIGNIFICANCE OF THE STUDY

This research project is beneficial to the following entities:

School Heads. This study may be an intervention in improving the schools' performance. Also, this may be a reflective aid in enhancing their implementation of the K to 12 curriculum especially in handling school properly and what could be the nice plans for the school.

Teachers. This study may guide them in making decisions for the benefit of the school and the pupils. It will facilitate them in having effective teaching-learning process focusing on the strategic planning for the school. Likewise, it may give them assistance on what plans is best to use to let their clients understand clearly the circumstances.

Learners. The result of this endeavor may give them the chance to improve their academic performance since the school is properly

managed by the school head and teachers. Likewise, this may give them the opportunity to enjoy learning in which the school is highly conducive to learning.

Department of Education. The study may mandate teachers in their respective post or school to strategically come up with an innovation or intervention on what effective way may be made in improving schools' performance. This may lead them in providing more strategic plans.

Community. This study may provide the community a broader understanding about the plans of the school which the community is involved. Also, the community as one of the stakeholders of the Department of Education may give their assistance in promoting quality learning process of the children.

Researchers. This study may be a reference to researchers who are also studying about curriculum and enhancing performance of learners. This may provide them concepts needed in their studies help them discover the needs of the learners.

3. RESEARCH METHODOLOGY

This study aimed to determine the Management Committee (MANCOM) directions and accomplishments of schools in the 2nd Congressional District of Sorsogon from school year 2017-2018 to school year 2019-2020. The descriptive research method was used in this study. The documentary analysis of the minutes during the MANCOM meetings for the

past three school years. The respondents were the school heads (principals, head teachers and teachers-in-charge) who were members of the committee since the unstructured interview was utilized in validating the accuracy and reliability of the results.

The statistical tool adopted for the data analysis was the frequency count which represents the occurrence of the observations as reflected from the minutes of the meetings.

4. RESEARCH FINDINGS AND DISCUSSIONS

Based on the data collected, the following are the findings of the study:

1. The most commonly done were the hiring of teachers and trainings, IN-Service Training at Division and District during semestral break, salary and benefit of teachers, team building activity, capability building and trainings, gender and development, and ERF issues. Meanwhile, the other directives were conducted once or twice and depend on the needs of the teachers.

In relation to fiscal management, the usually performed directives by MANCOM are the implementing guidelines on MOOE downloading, the implementation of DO 21 s. 2017-MG funds, the reiteration of DepEd Order nos. 9 & 11 s. 2017, the release of MOOE, the implementation of DM 95 s. 2017, the use of biometric, and COA memorandum which re evident for the past three school years. However, there are directives which are complied for two school years such as the PDAF issues, the financial obligations of school incurred by the previous schools which remains unpaid, and no maintenance of property/stock card.

In relation to student development, the school heads were able to conduct for three school years the academic contest, LIS enrolment, skills competition, NCAE for secondary schools, enrolment data for SHS, and summer classes. In addition, the guidelines on the conduct of graduation and completion exercise was disseminated, the uniform guidelines on the selection of honor pupils and students, and the different levels of sports competitions.

Along physical development, the MANCOM directives that were done for the past three years are the construction of SHS building in some stations and the provisional permits for 7 SHS. Also, the major and minor construction of new classrooms buildings, and installation of hand washing facilities. Then, the painting of the classrooms, construction of comfort rooms, rehabilitation of Gabaldon building, repair of school gate and perimeter fence.

Relative to programs and projects, the data showed that the MANCOM directives which were done regularly for the past three school years are Brigada Eskwela and Gulayan sa Paaralan. Also, the Isang Hagdan para sa Paaralan, School-Based Reading program, WASH program, and Clean and Green program.

2. The accomplishments of the schools for three school years along teacher's development are the school heads were able to hire 5 to 10 teachers every year in the district and recommends of teaching positions for K to 12. Also, the schools were informed by SDS about the vacancies in their respective schools due to promotion/retirement to fill them up. Then, the list of teachers requesting for transfer was finalized and support and assistance for newly hired teachers. Similarly, the mandates of teachers to attend national and international training subject to the availability of MOOE were considered by the school heads then the taking of NEAP by the head teachers and TICs every year. Also, the assignment of a guidance counselor for every 1000 students in the mother school and GAD coordinator to facilitate the activity. On the other hand, the teachers were given the chance for DOST sponsored scholarship and the annual conduct of team building activities. The regional office informed the division office about the moratorium on benchmarking then the teachers were required to submit 3 copies of documents for ERF. Also, the school heads were reminded of making the PRAISE committee functional. The discussion of the guidelines on the adoption and implementation of PPST.

Relative to fiscal management, the accomplishments are the school heads have regularly accomplished for three school years the real time monitoring of funds utilization, address the underspending of school heads, and reminder that payments must be made only upon completion or presentation of the complete supporting documents per COA rules and regulations.

In terms of student development, the school heads were able to accomplish for the last three school years the annual regional and division conduct of academic contest, the 100% enrolment of students in LIS, the motivation given to SHS to apply for NC II of their chosen tract, 95% of JHS students enrolled in SHS, the conduct of summer classes on remedial reading, and networking with different NGOs non-NGOs in child protection.

In relation to physical development, the school heads have accomplished the turn over to the school heads the newly constructed school buildings, requiring the schools to install hand washing facilities, painting of classrooms before the classes start, rehabilitation of Gabaldon building in some schools, repair of school gate and perimeter fence, construction of school directory and landmark, and improvement of ICT room and school office. Also, the construction of guard house and waiting area.

In terms of programs and projects, the school heads have accomplished the submission of reports about Brigada Eskwela implementation, Gulayan sa Paaralan program implementation, the school supplies donation project, the isang Hagdan para sa Paaralan project, Teacher's Got Talent contest, the school-based reading program, and WASH program implementation. Also, voucher program for JHS students, clean and green program, DepEd computerization program, school dental program, and balik-aral program were done for the past three school years. The other accomplishments made were conducted for a school year only such as the adoption of the solid waste management practice on recycling, the Program Management Information System utilization, and the DILG-BUB PMO.

3. The delayed release of SBFP fund hindered the 100% utilization of the fund, insufficient fund for installation of classrooms, and insufficient fund for relocation of canteens. Then, attitude of pupils in the maintenance of WINS facility, attitude of children towards proper food intake and personal hygiene, the problem on combination classes, and no internet connectivity in the area were the problem encountered by the schools in accomplishing the MANCOM directives.

4. The initiatives of the school heads to monitor the utilization of funds and liquidation reports, implementation of SBFP in the school, organization of child protection policy, and the securing of land titles. Also, the establishment of multigrade classes in remote areas, the monitoring of DCP status, immediate accomplishment of filling the chain, and the organization of TIP management team. On the other hand, the conduct of the orientation of child protection policy and solicitation of school heads for additional budget from LGU and other stakeholders.

5. An action plan may be proposed to enhance the accomplishments of the school.

5. CONCLUSIONS AND RECOMMENDATIONS

Based on the findings of the study, the researcher arrived at the following conclusions:

1. During the MANCOM meetings for the last three school years, the agreement made was more on the physical development such as construction of new school building and classrooms, refurbishment, and rehabilitation of existing infrastructures.

2. The accomplishments of the schools were instructional competence, efficient utilization of MOOE, student's participation to contest, construction of additional classrooms, and implementation of various programs and projects.

2. The most critical problems encountered by the schools are delayed release of SBFD fund, student's nutritional status, land titling, and weak internet connectivity.

3. The initiatives conducted by the school heads to accomplish the MANCOM directives are implementation of SBFP, organization of child protection policy, securing of land titles, and improving the literacy rate.

4. An action plan was proposed to enhance the accomplishments of the school.

Recommendations:

In the light of foregoing conclusions, the following recommendations were offered:

1. The Division Office may continuously hold the Management Committee (MANCOM) meetings with the school heads in order to improve the delivery of school services and processes.

2. The school heads are enjoined to sustain the accomplishments for the school year by conducting a constant monitoring, evaluation, and review.

3. The school heads may prioritize the solution of the critical problems identified such as delayed release of budget, securing of land titling, and internet connectivity.

4. The school heads are encouraged to take the lead in translating the MANCOM directives into accomplishments in their respective schools.
5. The Action Plan may be submitted to the Division Office for possible adoption, if found feasible, may be implemented by the school officials.
6. Further studies on the MANCOM Meetings and Directives may be conducted to validate the findings of this study. Also, the inclusion of other variables not covered in the current study.

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International Journal of Novel Research in Marketing Management and Economics

Vol. 7, Issue 2, pp: (71-76), Month: May - August 2020, Available at: www.noveltyjournals.com

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