

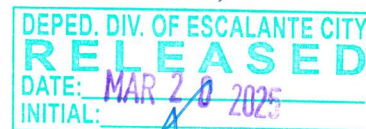


Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF ESCALANTE CITY

March 20, 2025

DIVISION MEMORANDUM

NO. 104 s, 2025



DIVISION TRAINING FOR SPECIAL NEEDS EDUCATION (SNEd) IMPLEMENTERS ON INCLUSIVE EDUCATION

TO : OIC – Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Elementary and Secondary School Heads
All Other Concerned

1. Pursuant to the Republic Act 11650, “Instituting a Policy of Inclusion and Services for Learners with Disabilities in Support of Inclusive Education Act,” and DepEd Order (DO) No. 044, s. 2021, titled “Policy Guidelines on the Provision of Educational Programs and Services for Learners with Disabilities in the K to 12 Basic Education Program”, this Office, through the Curriculum Implementation Division, shall hold the **Division Training for Special Needs Education (SNEd) Implementers on Inclusive Education** at **Acacia Hotel, Bacolod City on March 27 – 29, 2025.**

2. This activity has the following objectives:
- provide updates on the new SNEd program, activities, policies, and guidelines;
 - discuss SNEd content and pedagogy and classroom accommodation in the context of the MATATAG Curriculum;
 - craft an Individualized Education Plan (IEP) for learners with disabilities in an inclusive setting; and
 - be familiar with the use of Filipino Sign Language for teaching-learning communication purposes.

3. The program management team and trainers, participants, and matrix of activities are found in the enclosures below:

The following are attached to this Memorandum:

- Enclosure No. 1 - List of EXECOM, Program Management Team and Trainers
- Enclosure No. 2 - List of Participants
- Enclosure No. 3 - Matrix of Activities

4. The personnel involved in the activity are entitled to Service Credits for their services rendered during weekends and holidays. In addition, non-teaching personnel shall be provided with Compensatory Time Off (CTO) for their services rendered during weekends and holidays, non- monetary payment of Overtime services rendered by non-teaching personnel shall be through Compensatory Overtime Credits (COC) pursuant to CSC and DBM joint Circular (JC) No.2 series of 2004 titled “Non-Monetary Remuneration for Overtime Services Rendered” as amended by CSC and DBM JC No.2 series of 2005.

5. There will be a walkthrough of topics with the following Resource Persons on March 25, 2025, 8:00 AM at CID Office.

- Mae Joy M. Tan - EPS – AP
- Anjeanette A. Calumpita - P-II Escalante ES



Barangay Hacienda Fe, Escalante City, Negros Occidental
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- c. Annabelle Ramos - MT- II ECES
- d. Rodrigo B. Selisa Jr. PI Magsaysay ES
- e. Margie I. Cualbar HTIII Dian-ay ES
- f. Glicerio S. Aligato PIII ECES
- g. Annie R. Tuto - P - II Mabini Central ES
- h. Maui Joy C. Gallego SPED Teacher ECES

6. Participants are required to bring laptops and extension cords to be used during the workshop.

7. The food and accommodation of participants shall be charged against the Special Needs Education Fund (PSF) with Sub-SARO No. RO-6-24-1357 dated August 28, 2024. Travel expenses per diem, and other incidental expenses for the division personnel is chargeable against the division Special Needs Education Fund while the school heads and teachers are chargeable to School MOOE and or local funds subject to the usual auditing and accounting rules and regulations.

8. It is understood that in the conduct of this activity, there shall be no discrimination on account of age, school, gender, civil status, disability, religion, or other similar factors/ personal circumstances that run counter to the principles of equal opportunity.

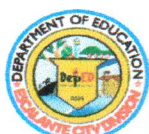
9. Immediate dissemination of this Memorandum is desired.

PETER J. GALIMBA
Assistant Schools Division Superintendent
Officer – in – Charge
Office of the Schools Division Superintendent

Enclosure: None
Reference: None
Allotment:
To be indicated in the Perpetual Index
Under the following subjects:

CURRICULUM
SPECIAL EDUCATION
PRIETOS/CID

INCLUSIVE EDUCATION
WORKSHOPS



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Enclosure No.1 to the Division Memorandum No. 184 s,2025

List of Program Management Team and Trainers

Name	Designation	Office
Peter J. Galimba	OIC - SDS	Division Office
Marites C. Capilitan PhD	OIC - ASDS	Division Office
Ivy Joy A. Torres PhD	CID Chief	CID
Alicia A. Olid PhD	OIC - SGOD Chief	SGOD
Chona M. Prietos PhD (PM)	EPS - Kindergarten	CID
Mae Joy M. Tan PhD	EPS - AP	CID
	(M & E)	SGOD
Irene C. Flor	AOII (Secretariat/Documenter)	CID
Loreen Lou S. Alcansado	Welfare Officer	SGOD
Roselyn N. Bongaitan	Welfare Officer	SGOD
Ederick L. Miano	Logistics/HRDD	SGOD SEPS
Kathy S. Cinco	AOV	Budget and Finance

LEARNING FACILITATORS

Glicerio S. Aligato	Principal III	Escalante CES
Anjeanette A. Calumpita	Principal II	Escalante ES
Annie R. Tuto	Principal II	Mabini CES
Rodrigo B. Selisa Jr.	Principal I	Magsaysay ES
Annabelle V. Ramos	MTII	Escalante CES
Margie I. Cualbar	HTIII	Dian-ay ES
Maui Joy C. Gallego	SPED Teacher	Escalante CES



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Enclosure No.2 of the Division Memorandum No. 184 s,2025

LIST OF PARTICIPANTS

1. Gelsie B. Manzano	46. Daphne V. Frasco
2. Mitchelle T. Lao	47. Novem Joy F. Gaviola
3. Loida C. Aro	48. Mayolina L. Balenario
4. Junilie P. Aguilar	49. Michelle T. Castilla
5. Robie Nifhrettire E. Jarina	50. Nelson L. Maglasang
6. Ronie H. Bayadog	51. Venus T. Baron
7. Gilbert P. Sarmon	52. Julie Ann Villaruel
8. Aden Nashville F. Araojo	53. Carmela Tabotabo
9. Elvie G. Cepe	54. Jean C. Alicarte
10. Anthony Jess O. Añonuevo	55. Christine Elizabeth C. Magdadaro
11. Renonie P. Omay	56. Gina P. Ovalo
12. Sheila M. Carambacan	57. Jaira Mae Paglinawan
13. Junno V. Son	58. Liezel G. Liguaton
14. Susana L. Lutero	59. Cynthia A. Cabanero
15. Nelson A. Pinongan	60. Jerelyn Villaruz
16. Elizabeth R. Aguirre	61. Morren Tolentino
17. Jessie T. Rebutada	62. Luzviminda G. Valliente
18. Andrew T. Bangay	63. Merlinda Egpas
19. Rosalinda M. Gargarita	64. Mary Grace D. Iwag
20. Abe L. Cabus	65. Analyn A. Conde
21. Rose L. Lizardo	66. Evelyn Balicuatro
22. Cristofer R. Niniel	67. April grace Gargoles
23. Pedro S. Casipong	68. Irene Lope
24. Rizalina P. Maxilom	69. Ruffil Jane Pe
25. Floyd G. Cabus	70. Mary Kristelle A. Duran
26. Roel C. Caliplip	71. Janice M. Plumo
27. Warlito G. Eben	72. Riem Bless A. Mansueto
28. Glen A. Gabriel	73. Philine P. Pabuaya
29. Jennifer G. Vallite	74. Sylvana Agabon
30. Margarette Joy R. Anig-ig	
31. Ronald L Mahinay	
32. Evelyn S. Gamao	
33. Juliet M. Donayre	
34. Elma C. Ramos	
35. Emojean D. Lumanas	
36. Junalyn A. Betic	
37. Judith Ruby R. Manzano	
38. Ethel J. Nuyad	
39. Mary Ann B. Alfanta	
40. Ritchel Maratas	
41. Aisa Remegio	
42. Ariane Mae T. Rabago	
43. Marry Ann C. Biaquis	
44. Lucita L. Sembrano	
45. Jeanybe B. Plaza	



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Enclosure No. 3 to Division Memo No. 184, s. 2025

ACTIVITY MATRIX

TIME	ACTIVITY	RESOURCE PERSON/S
MARCH 27, 2025 - Day 1		
06:00 – 08:00	Arrival/ Registration/ Breakfast	
08:01 – 08:30	Preliminaries/ Opening Program	ECES SPED Teachers
08:31 – 09:30	RA 11650 “Instituting a Policy of Inclusion and Services for Learners with Disabilities in Support of Education Act “	CHONA M. PRIETOS PhD EPS – Kinder/SNEd Focal
09:31 – 09:45	Health Break/ Snacks	
09:46 – 11:30	Exploring the Perspectives of SNEd Implementers on Inclusive Education Program	CHONA M. PRIETOS PhD EPS – Kinder/SNEd Focal
11:31 – 12:45	Lunch Break	
12:46 – 01:00	Energizer	Cluster 1
01:16 – 03:00	SNEd Content and Pedagogy (with workshop and presentation of outputs)	MAE JOY M. TAN PhD EPS - AP
03:01 – 03:15	Health break/Snacks	
03:16 – 05:00	SNEd Multi-Factored Assessment Test (with Simulation)	ANNABELLE V. RAMOS MT II ECES
05:01 – 05:30	FGD/ End of the day Evaluation	
5:31 Onwards	Dinner	
MARCH 28, 2025 - Day 2		
06:00 – 08:00	Breakfast	
08:01 – 08:30	MOL	Cluster 2
08:31 – 09:30	D. o. 44, s. 2021	MARGIE I. CUALBAR HT III Dian-ay ES
09:31 – 09:15	Health Break/ Snacks	
09:46 – 11:30	Individualized Education Plan in an Inclusive Setting	RODRIGO B. SELISA, JR. PI Magsaysay ES
11:31 – 12:45	Lunch Break	
12:46 – 01:00	Energizer	Cluster 3
01:01 – 03:00	Continuation of Individualized Education Plan in an Inclusive Setting (workshop and presentation of output)	RODRIGO B. SELISA, JR. PI Magsaysay ES
03:01 – 03:15	Health Break/ Snacks	
03:16 – 05:00	Behavior Management	GLICERIO S. ALIGATO PIII ECES
05:01 – 05:30	FGD (M & E)	PMT
5:31 Onwards	Dinner	
MARCH 29, 2025 - Day 2		
06:00 – 08:00	Breakfast	
08:01 – 08:30	MOL	Cluster 4
08:31 – 09:30	Classroom Accommodation and Modification in an Inclusive Setting	ANJEANETTE A. CALUMPITA PII Escalante ES
09:31 – 09:15	Health Break/ Snacks	



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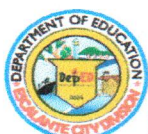


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09:46 – 11:30	Filipino Sign Language: Features/ Parameters and Basics (with output)	MAUI JOY C. GALLEGO SPED Teacher ECES
11:31 – 12:45	Lunch Break	
12:46 – 01:00	Energizer	Cluster 4
01:01 – 03:00	Filipino Sign Language (FSL) Learning Resources for Kindergarten (with output presentation)	ANNIE R. TUTO PII Mabini CES
03:01 – 03:15	Health break/Snacks	
03:15 – 04:00	Open Forum/ Clearing of House	
04:01 – 5:00	Closing Program	Cluster 5
5:01 onwards	Home Sweet Home	



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