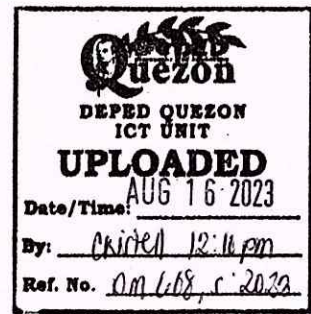




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



14 August 2023

DIVISION MEMORANDUM
DM No. 608, s. 2023

**DIVISION TRANSFORMATIVE TRAINING WORKSHOP THROUGH HOLISTIC
APPROACH IN SPECIAL NEEDS EDUCATION**

To: Assistant Schools Division Superintendents
Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned

1. The DepEd-Quezon Curriculum Implementation Division - Instructional Management Section (CID-IMS) through **Project SHINE** (Strengthening Holistic Interventions to Nurture Teachers Empowerment) will conduct a Training Workshop through Holistic Approach in Special Needs Education on August 17-19, 2023 at Queen Margarett Hotel, Lucena City.
2. This training aims to:
 - a. revisit the principles, policy and standards of Inclusive and Special Needs Education,
 - b. equip SNED teachers with the knowledge and specialized skills in handling learners with disabilities and in the administration and interpretation of educational assessment data,
 - c. promote reasonable accommodation and provide appropriate placement of learners with special needs; and
 - d. ensure effective implementation of a viable Special Needs Education Program.
3. Please see attached enclosures for the list of participants, technical working group and facilitators, and training matrix. Registration will start at 7:00am and opening program will start at 8:00am on August 17, 2023. Participants are advised to bring their travel authority, laptop, and extension cords. A meeting orientation of

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facilitators and members of TWG will be held on August 15, 2023 at 1:00pm via google meet <https://meet.google.com/mem-bzwa-eqf>. Members of Technical Working Group are advised to arrive at the venue on August 16, 2023 for Day O.

4. Non-teaching and teaching-related participants, facilitators, technical working group shall be entitled to a Compensatory Time-off (CTO) as per Civil Service Commission (CSC) and Department of Budget Management (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Renumeration for Overtime Service Rendered while teacher-participants shall be given service credit as per DepEd Order No. 53, s.2003 titled Updated Guidelines on Grant of Service Credits to Teachers for their August 19, 2023 (Saturday) attendance.
5. Food and accommodation expenses of the participants on August 17-19, 2023 shall be charged to the Program Support Fund while the travel expenses relative to this training are chargeable to the respective school's MOOE/SPED Program Support fund subject to the usual COA auditing rules and regulations.
6. Immediate dissemination of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

cid-ims/jarm/rqn/08/15/2023

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Enclosure 1 to Division Memorandum No. ____, s.2023

**Transformative Training Workshop through Holistic Approach in Special
Needs Education**

TRAINING MATRIX

Day 1 (August 17, 2023)		
Time	Minutes	Session
8:00 – 8:30	30	Opening Program
8:30 – 11:30	3 (Hours)	Revisiting the Principles, Policies and Guidelines of Inclusive and Special Needs Education Speaker: Philips T. Monterola
11:30-1:00	1 hour and 30 mins	LUNCH BREAK
1:00 – 3:00	2 (Hours)	Psychoeducational Assessment on Child Find Speaker: Dr. Nelson M. Ravina
3:00 – 5:00	2 (Hours)	Strategies and Techniques in handling Learners with Disabilities Speaker: Pauline Jane A. De Guzman Workshop/ IEP integration

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Day 2 (August 18, 2023)		
Time	Minutes	Session
8:00 – 8:30	30	Preliminaries/Management of Learning
8:30- 9:30	1 (Hour)	Cont...workshop/ IEP Integration
9:30 – 12:00	2 (Hours) and 30 mins	Transition Program (US and Phil Setting) Integration of Prevoc and Livelihood Activities for teen LWDS Speaker: Melanie Cacao-Mago
11:30-1:00	1 hour and 30 mins	LUNCH BREAK
1:00 – 3:00	2 (Hours)	Stress Management and Sharing of Best Practices Speaker: Rhey mart Gandia
3:00 – 5:00	2 (Hours)	Workshop/ IEP integration

Day 3 (August 19, 2023)		
Time	Minutes	Session
8:00 – 8:30	30	Preliminaries/Management of Learning
8:30 – 11:30	3 (Hours)	All About Assessment Speaker: Dr. Nelson M. Ravina
11:30-1:00	1 hour and 30 mins	LUNCH BREAK
1:00 – 3:30	2 (hours) and 30 mins	Presentation of Output and Critiquing
3:30-5:00	1 hour and 30 mins	Closing program

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Enclosure 2 to Division Memorandum No. ____, s.2023

Transformative Training Workshop through Holistic Approach in Special Needs Education

LIST OF PARTICIPANTS AND FACILITATORS

	NAME	POSITION	School	District
1st Congressional				
1	Morga, Juliea Ann R.	SPET 1	Burdeos Central Elementary School	Burdeos
2	Solleza, Ma. Aileen	Teacher I	Canaway ES	Gen Nakar 2
3	Potestades, Mylene Doris P.	SPET 1	Infanta Central School	Infanta
4	Ruidera, Mignon	SPET I	Infanta Central School	Infanta
5	Coronel, Catherine	Teacher I	Infanta NHS	Infanta
6	Clarissa A. Terando	SPET-III	Paaralang Elementarya ng Lucban 1	Lucban
7	Nantes, Shiela R.	Teacher I	Paaralang Elementarya Ng MAKA	Lucban
8	Gipanao, Josefa N.	Special Education Teacher 1	Paaralang Elementarya ng Nagsinamo	Lucban
9	Reyes, Luisa M.	Teacher 1	PSLIS	Lucban
10	Leogo, Cynthia B.	SPET 1	Mauban South Central ES 1	Mauban South
11	Almajar, Camille Claire G.	Teacher I	Dr. Maria D. Pastrana National High School	Mauban South
12	Berdan, Eloisa E.	SPET1	Mauban North CS	Mauban North
13	Asesor, Roel N.	SPET1	Talipan Elementary School	Pagbilao I
14	Mesico, Mercie Grace C.	SPET I	Pagbilao Central Elementary School	Pagbilao I
15	Del Mundo, Brigitte Mae J.	SPET I	Pagbilao Central Elementary School	Pagbilao I
16	Porte, Ritchelda T.	Secondary School Teacher III	Talipan National High School	Pagbilao II
17	Regodon, Alberta G.	SPET-1	Polillo Central ES	Pollillo
18	Calucin, Melanie A.	SPET 1	Polillo Central Elementary School	Pollillo
19	Babiera, Rhoda	SPET I	Real CS	Real
20	Marian B. Dimayacyac	Teacher I	Concepcion Ibaba ES	Sariaya West

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2nd Congressional				
21	Manalo, Marianne M.	SPET I	Mangilag Sur Elementary School	Candelaria East
22	Cortes, Ronalyn C.	Teacher II	Sta. Catalina Norte ES	Candelaria East
23	Julie Ann D. Mapacpac	Teacher 1	Mangilag Sur Elementary School	Candelaria East
24	Garcia, Loida A.	SPET-III	Candelaria Elementary School -Main	Candelaria West
25	Maria Cristina B. Pineda	SPET - 1	Candelaria ES Main	Candelaria West
26	Narvaez, Arlen B.	Teacher I	Sta. Catalina National High School	Candelria East
27	Capisanan, Babylyn B.	Spet 1	Dolores Central School	Dolores
28	Magpantay, Cristina F.	Teacher I	Dagatan National High School	Dolores
29	Hernandez, Jerick A.	SPET I	San Antonio CS	San Antonio
30	Torres, Maria Aiela A.	SPET III	Quezon National High School	Sariaya East
31	Pesigan, Maria Estefany P.	Spet 1	Lutucan Central School	Sariaya West
32	Sadile, Michelle S.	SPET -I	Manggalang I Elementary School	Sariaya West
33	Gonzales, Michele A.	SPET I	Gov Anacleto Alcala NHS	Sariaya West
34	Acquiatan, Perlito	Teacher III	Lutucan Integrated NHS	Sariaya West
35	Virrey, Melisa D.	Teacher I	Lutucan Integrated NHS	Sariaya West
36	Josef, Josephine L.	SPET I	Lusacan Elementary School	Tiaong II
37	Coronado, Teresa Chona U.	Special Education Teacher I	Claro M. Recto Memorial Central School	Tiaong I
38	Carandang, Ma. Lourdes U.	SPET I	Claro M. Recto Memorial Central School	Tiaong I
39	Dural, Myra E.	SST II	Recto Memorial National High School	Tiaong I
3rd Congressional				
40	Castro, Eleanor N.	SPET I	Agdangan Central ES	Agdangan
41	Valledor, Liberty L.	SPET III	Buenavista Central E/S	Buenavista 1
42	Loayon, Maria Rovel A.	Teacher III	Buenavista NHS	Buenavista II
43	Natividad, Venus A.	SPET III	Catanauan Central School	Catanauan I
44	Natividad, Anjeli R.	SPET I	Catanauan CS	Catanauan I
45	Fontamillas, Gabriella Janelle A.	Special Education Teacher I	General Luna Central ES	Gen Luna
46	Peñaranda, Jannel Mei D.	Special Education Teacher 1	General Luna Central Elementary School	Gen Luna

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47	Saavedra, Jaymar E.	SPET II	Macalelon Central Elementary School	Macalelon
48	Diokno, Jocelyn C.	SPET-II	Mulanay Central Elementary School	Mulanay II
49	Quinto, Katherine P	SPET I	Padre Burgos CS	Padre Burgos
50	Flavier, Jovie	SPET 1	Pitogo CS	Pitogo
51	Amparo, Marissa V.	Teacher 1	San Andres Central Elementary School	San Andres
52	Jarden, Catherine	Teacher II	Aurora Elementary School	San Francisco I
53	Dimatera, Mc Jenro A.	SPET 1	Aurora Elementary School	San Francisco I
54	Villanueva, Nenette A.	SPET I	San Narciso CS	San Narciso I
55	Carabido, Edna D.	Teacher I	Rizal Elementary School	San Narciso I
56	Mer, Allyssa A.	Teacher I	Abuyon ES	San Narciso II
57	Batocabe, Carmelita S.	SPET 1	Unisan Central Elem.School	Unisan
4th Congressional				
58	Alpay, Jay Ian A.	SPET I	Alabat Central Elem.School	Alabat
59	Manguerra, Madeline O.	SPET I	Alabat Central Elementary School	Alabat
60	Caparros, Mara Estrella V.	Teacher II	Alabat Island National High School	Alabat
61	Magsino, John Kirby	Teacher II	Alabat Island National High School	Alabat
62	Aldea, Janice A.	SPET I	Atimonan Central Elementary School	Atimonan I
63	Cias, Judith V.	SPET I	Atimonan Central Elementary School	Atimonan I
64	Par, Cristina A.	SPET I	Atimonan National Comprehensive High School	Atimonan I
65	Lozares, Chona A.	SPET I	Sabang Elementary School	Calauag West
66	Pacho, Annaliza C.	SPET I	Guinayangan Elementary School	Guinayangan South
67	Ramirez, Mabel C.	SPET III	Guinayangan Elementary School	Guinayangan South
68	Edangal,, Adora Lorredo	SPET I	Gumaca East Central School	Gumaca East
69	Pasco, Mercedes M.	SPET I	Gumaca East Central School	Gumaca East
70	Cabusora, Maria Lorica Aura L.	SPET II	Gumaca West Central School	Gumaca West
71	Manay, Love Grace A.	SPET I	Gumaca West Central School	Gumaca West

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72	Pante, Felilia E.	Teacher III	Gumaca National High School	Gumaca West
73	Lajo, Consolacion S.	SPET I	Don Emilio Salumbides Elem. School	Lopez East
74	Argamosa, Mary Mie N.	Teacher 1	Lopez National Comprehensive High School	Lopez East
75	Barreno, Berma R.	Head Teacher 1	Lopez National Comprehensive High School	Lopez East
76	Odonon, Maila L.	SPET I	Lopez West ES Bldg. 1	Lopez West
77	Oguan, Chona C	SPET I	Lopez West Elem School bld	Lopez West
78	Ursolino, Elizabeth A.	SPET I	Perez West Elementary School	Perez
79	Mape, Marion L.	SPET I	Concepcion ES	Plaridel
80	Lopez, Jacqueline S.	Teacher III	Concepcion NHS	Plaridel
81	Matibag, Ma. Lourdes T.	SPET I	Tagkawayan Central Elementary School	Tagkawayan I
82	Sabaupan, Merlina S.	SPET I	Tagkawayan Central Elementary School	Tagkawayan I
83	Villaflor, Francis	Teacher I	Tagkawayan NHS	Tagkawayan II

FACILITATORS/ WORKING COMMITTEES

REGISTRATION and PHYSICAL ARRANGEMENT:

Liza T. Rodillas	Quezon
Ellen Torres	Atimonan
Liza T. Morales	Gumaca
Rachel A. Derilo	Sariaya East
Dominick L. Derilo	Pagbilao

PROGRAMS AND CERTIFICATES:

Mary Grace V. Collantes	Pagbilao
Krizza Mae P. Sapungan	Pagbilao
Darwin Cabile	Sariaya East
Luningning Maderazo	Candelaria East

DOCUMENTATION:

Armie Valencia	Mauban South
Sheryl Aragon	Padre Burgos
Imelda P. De Guia	Candelaria East
Corazon Alcala	Sariaya East

ACCOMMODATION

Shernand Roda	San Antonio
Ma. Rowena Campena	Dolores
Anabel D. Macatiag	Quezon

MONITORING AND EVALUATION AND NURSE

QATAME Representative	SDO
Medical Assistant Representative	SDO

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