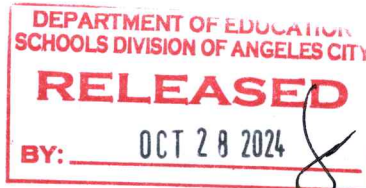




Republic of the Philippines
Department of Education

REGION III
SCHOOLS DIVISION OFFICE OF ANGELES CITY



22 Oct 2024

DIVISION MEMORANDUM

No. 383 s. 2024

DIVISION SEMINAR ON LEADERSHIP FOR INCLUSION: LEVERAGING ASSESSMENTS, CONTEXTUALIZED INDIVIDUALIZED EDUCATION PLAN (IEP), INDIVIDUALIZED TRANSITION PLAN (ITP), AND INTEGRATION OF FILIPINO SIGN LANGUAGE (FSL)

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Elementary and Secondary School Heads
All others Concerned

1. Please be informed of the Division Seminar on Leadership for Inclusion: Leveraging Contextualized Assessments, Individualized Education Plan (IEP), Individualized Transition Plan (ITP), and Integration of Filipino Sign Language (FSL) on November 4-6, 2024 at Hacienda Gracia Resort and Hotel, Lubao, Pampanga.
2. The objectives of the activity are:
 - a. to orient school leaders on RA 11650, DO No. 44, s. 2021, and DO No. 023, s. 2022;
 - b. to capacitate school leaders and SNED coordinators on the different contextualized assessment tools, IEP, and ITP; and
 - c. to promote/equip school leaders and teachers on the use of Filipino Sign Language (FSL).
3. The participants are public school district supervisors, school heads, select elementary head teachers, and SNED coordinators.
4. Attached is the list of participants, list of program management team, and training matrix for reference and guidance.
5. The expenses for meals and accommodation of all participants, members of the technical working group and resource speakers, during the seminar shall be charged against the Division HRTD Funds while the travel and other incidental expenses incurred shall be charged to the division and school MOOE and other local funds, subject to the usual accounting and auditing rules and regulations.
8. This memorandum serves as the **Travel Authority** of the participants.



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9. Immediate and wide dissemination of the content of this Memorandum is earnestly desired.

ENGR. EDGARD C. DOMINGO, PhD, CESO V
Schools Division Superintendent

Encl.: As stated

References: RM 696, s. 2024
RM 705, s. 2024

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

SPECIAL NEEDS EDUCATION SEMINAR IEP/ITP/ASSESSMENT

CID-PSDS/WCE/October 22, 2024



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LIST OF PARTICIPANTS

PUBLIC SCHOOLS DISTRICT SUPERVISORS				
No.	School/Unit	Name	Position	Sex
1	CID	ARIEL T. PEREZ	PSDS	M
2	CID	LEONIDA K. QUINTO, PhD	PSDS	F
3	CID	AGNES G. MANABAT, PhD	PSDS	F
4	CID	AMELITA L. PINEDA	PSDS	F
5	CID	CEZAR M. HERNADEZ	PSDS	M
6	CID	ANASTACIA NIMFA P. AQUINO	PSDS	F
7	CID	MARIA TARA D. CLEMENTE, EdD	PSDS	F
8	CID	ERICSON P. CABRERA	PSDS	M

SCHOOL HEADS				
No.	School/Unit	Name	Position	Sex
1	Abelardo G. Tinio Elementary School	LUCKY PAUL DAVID	P -I	M
2	Air Force City Elementary School	CARINA L. TAYAG	P -I	F
3	Alberto G. Pabalan Elementary School	CATHERINE D. MAUN	P -I	F
4	Amsic Integrated School	IMELDA S. GOZUN	P -I	F
5	Angeles City National High School	CAZARINA L. DAVID	P-IV	F
6	Angeles City National Trade School	ELMER S. DAYRIT	P-IV	M
7	Angeles City National Trade School-SHS	JAYSON GUZMAN	ASP II	M
8	Angeles City Science High School	MARJORIE D. LACSON	P-II	F
9	Angeles City Science High School-SHS	ALMAFLOR DAVID	ASP II	F
10	Angeles City Senior High School	AIZA G. LUGTU	P-III	F
11	Anunas Elementary School	ALAN B. NACU	P-II	M
12	Apung Guidang Nepomuceno Elementary School	ELIZER Y. CALMA	P-I	F
13	Belen Homesite Elem.School	MARY ANN TENIDOR	P-I	F
14	Bonifacio V. Romero High School	JENNIFER Y. SANTOS	P-II	F
15	Claro M. Recto ICT High School	RANDY A. ROSALES	P-I	M
16	Cuayan Elementary School	LEONORA Z. AGUSTIN	P-I	F
17	Cutcut Elementary School	VILMA B. LIAO	P-II	F
18	Cutud Elementary School	CARYL LYSETTE REYES	P-I	F
19	Don Ambrocio Mendiola Integrated School	GLENDA NAGUIT	P-I	F
20	Don Pepe Henson Elementary School	ARIEL B. TAYAG	P-I	M
21	Dr. Clemente N. Dayrit Mem.High School	NERISSA N. VALDEZ	P-I	F
22	Dr.Clemente N. Dayrit Sr. Elementary School	NIÑO C. ARCEO	P-II	M
23	Enrica Sandico Elementary School	MARILYN B. DINGAL	P-II	F
24	Francisco G. Nepomuceno Memorial High School	HERMES P. VARGAS	P-IV	M
25	Francisco G. Nepomuceno Memorial High School	RAY JASON SANGUYU	ASP II	M



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26	Gov.Rafael L. Lazatin Integrated School	MA. LUINA G. RIVERA	P-I	F
27	Gueco Balibago Elementary School	MARIANNE P. PINEDA	P-II	F
28	Jose P. Dizon Elementary School	NENITA JORQUIA	P-IV	F
29	Leoncia Village ES	ELMER T. HIVA	HT-III	M
30	Lourdes Northwest Elementary School	ESPERANZA G. NABONG	P-III	F
31	M.Nepomuceno Elementary School	RITA P. DALUSUNG	P-II	F
32	Malabantias Integrated School	JAYSON A. TORRES	P-III	M
33	Malabantias Integrated School-SHS	VILMA T. ENCISO	ASP II	F
34	Marisol Bliss Elementary School	ISMAEL DELOS REYES	P-I	M
35	Mining Elementary School	LUDIVINA D. MALLARI	P-I	F
36	Northville 15 Integrated School-SHS	MICHAEL SALINAS	ASP II	M
37	Pampang Elementary School	HELEN G. JUGUILLON	P-IV	F
38	Pineda-Gutierrez Elementary School	ROWENA P. KHOO	P-III	F
39	Pulung Cacutud Elementary School	MARIA CAROLINA C. VIRAY	P-II	F
40	Rafael L. Lazatin Memorial High School-SHS	LUTGARDA C. DE JESUS	ASP II	F
41	Rafael Lazatin Memorial HS	LARRY JUN R. LOBO	P-II	M
42	Salapungan Elementary School	NENETH C. TUAZON	P-I	F
43	San Ignacio Elementary School	JENNIFER QUIAZON	P-I	F
44	Sapalibutad Elementary School	ALMIRA S. MENDOZA	P-I	F
45	Sapangbato National High School	ABDON D. AGUILAR	P-I	F
46	Sapangbato National High School-SHS	DELIO B. SANNADAN	ASP II	M
47	Sitio Pader Elementary School	ELVIRA P. GUINA	P-I	F
48	Sitio Target Integrated School	RENDON B. COLOMA	P-I	M
49	Sta. Teresita Elem School	ELIZA P. BUAN	P-IV	F
50	Sta.Maria Elementary School	MARY JOYCE KABIGTING	HT-II	F
51	Sto. Domingo Integrated School	ALLAN R. TRAQUINA	P-II	M
52	Sto.Domingo Integrated School-SHS	NICOLAS H. CONTRERAS	ASP II	M
53	Sto.Rosario Elementary School	WILLIAMSON G. CANLAS	P-IV	M
54	Tacondo Elem.School	CHERRY Y. HIPOLITO	P-II	F
55	Teodoro P. Tinio Elementary School	YVETTE ROSARIO ANNALI S. BATUL	P-I	F
56	Virgen Delos Remedios Elementary School	MARIETTA R. DE LEON	P-II	F
HEAD TEACHERS				
1	ANUNAS ELEM SCH	AI KATHLEEN Z. SAGARIO, EDD	HT- IIII	F
2	STO. ROSARIO ELEM SCH	RIZALYN Y. LACSON	HT-III	F
SNED COORDINATORS				
1	AES-ILRC	MAY F. DELFIN	SPET-I	F
2	ANUNAS ELEM SCHOOL	RHEN T. TUAZON	T- III	F
3	AMSIC INTEGRATED SCHOOL	SUGAR G. REYES	T- III	F
4	EPZA RESETTLEMENT ELEM SCH	JENNILYN M. MANGAHAS	T- III	F



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5	GUECO BALIBAGO ELEM SCH	ZEERA P. SALUNGA	T- III	F
6	LOURDES NORTHWEST ELEM SCH	VENUS C. MANABAT	SPET-I	F
7	PULUNG BULO ELEM	ROSE JEAN TOLENTINO	T- III	F
8	SALAPUNGAN ELEM SCH	MARK PHEL G. DIZON	T- III	M
9	FGNMHS JHS	ERICA MARIE D. ORTIZ	SPET-I	F
10	DR. CLEMENTE SR. ELEM SCH	MARY ROSE D. SANTOS	T- III	F
11	MALABANIAS INTEGRATED SCH	MYKA ANDREA P. GARCIA	T- III	F
12	SAPANG ABATO ELEM SCH	GIMMUEL EINA P. PINGUL	T- III	F
13	STA TERESITA ELEM SCH	PRINCESS EILEINE S. MAGBAG	T- III	F
14	APUNG GUIDANG ELEM SCH	NICOLE PAULA E. SARMIENTO	T- III	F
15	ANGELES CITY NATIONAL HIGH SCH	VICTORIA M. TAN, PHD	MT- II	F
16	CLARO M. RECTO ICT HIGH SCH	ZENAIDA J. LAUS	T- III	F
17	STO DOMINGO INTEGRATED SCH	KIRTSY NESCHER C. MIRANDA	T-III	F
18	SAPA LIBUTAD ELEM SCH	SHARON MAY P. BASA	T-III	F

PROGRAM MANAGEMENT TEAM

No.	School/Unit	Name	Position	Sex
1	OSDS	ENGR. EDGARD C. DOMINGO, PhD, CESO V	SDS	M
2	OSDS	ENRIQUE E. ANGELES JR., PhD, CESO VI	ASDS	M
3	SGOD	EDGAR L. MANABAT, PhD	CHIEF, SGOD	M
4	CID	AMANDO C. YUTUC, PhD	CHIEF, CID	M
5	SGOD	ARCELY GARCIA	SEPS-HRD	F
6	SGOD	ARVIN C. GONZALES	EPS II-HRD	M
7	SGOD	GLENN SARMIENTO	SEPS-SMM&E	M
8	SGOD	ELIZABETH C. DAVID	EPS II-SMM&E	F
9	SGOD	RALPH MICHAEL D. DUNGCA	NURSE II	M

TRAINING MANAGEMENT TEAM

RESOURCE SPEAKERS				
No.	School/Unit	Name	Position	Sex
1	CID	WALTER C. ESTABILLO, EdD	PSDS/DIV. SNED FOCAL PERSON	M
2	OSDS	ATTY. PAUL NIKON S. ALCAYRO	DIV. ATTORNEY III	M
3	AES-ILRC	RICHARD U AYSON	P-IV	M
4	SGOD	MARILOU Q. CASTRO	PLANNING OFFICER III	F
5	GBES	CAMILLE D. FUERTEZ	HEAD TEACHER III	F
6	AES-ILRC	ALICE C. MAGLALANG	SPET-I	F
7	FGNMHS SHS	ELAINE T. BAYUDAN	TEACHER I	F



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TRAINING MATRIX

Time	Inclusive Dates November 4-6, 2024	
DAY 1 (November 4, 2024) Monday		
6:00 – 7:30	ASSEMBLY/TRAVEL TIME	
7:30-8:30	REGISTRATION	
8:30 – 9:30	OPENING PROGRAM	
	National Anthem	AV Presentation
	Prayer	
	Acknowledgement of Participants	Arvin C. Gonzales Education Program Specialist II
	Welcome Remarks	Enrique E. Angeles Jr., PhD, CESO VI Assistant Schools Division Superintendent
	Statement of Purpose	Walter C. Estabillo, EdD Public Schools Division Supervisor/ Division SNED Focal Person
	Inspirational Message	Engr. Edgard C. Domingo, PhD, CESO V Schools Division Superintendent
9:30-10:00	HEALTH BREAK	
10:00 – 12: 00	An Act Instituting a Policy of Inclusion and Services for Learners with Disabilities in Support of Inclusive Education (RA 11650) (Inclusive learning resource Center-ILRC)	Walter C. Estabillo, EdD Public Schools District Supervisor/ Division SNED Focal Person Atty. Paul Nikon S. Alcayro Division Attorney III
12:00 – 1:00	LUNCH BREAK AND SETTLING TO ROOM ACCOMMODATION	
1:00 – 2:30	Policy Guidelines on the Provision of Educational Programs and Services for LWDs in the K to 12 Basic Education Program (DO No. 44, s. 2021)	Richard U. Ayson, MAEd Principal IV
2:30 – 2:45	HEALTH BREAK	
2:45 – 5:00	Child Find Policy for Learners with Disabilities Towards Inclusive Education (DO No. 023, s. 2022)	Walter C. Estabillo, EdD Public Schools District Supervisor/ Division SNED Focal Person



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	Establishment of Resource Room in Public Elementary Schools and Secondary Schools	
5:00 – 5:10	END OF DAY ONE EVALUATION	
DAY 2 (November 5, 2024) Tuesday		
7:30 – 8:00	MANAGEMENT OF LEARNING	
8:00 - 9:30	Utilization of Special Needs Assessment Tools for Learners with Disabilities (RM No. 369, s. 2024)	Camille D. Fuertez, MASPED Head Teacher III
9:30 - 9:45	HEALTH BREAK	
9:45 – 10:45	Continuation: Utilization of Special Needs Assessment Tools for Learners with Disabilities (RM No. 369, s. 2024)	Richard U. Ayson, MAEd Principal IV
10:45 – 12:00	Utilization of Contextualized Individualized Education Plan (IEP) and Individualized Transition Plan (ITP) (RM No. 29, s. 2024)	Camille D. Fuertez, MASPED Head Teacher III
12:00– 1:00	LUNCH BREAK	
1:00 – 2:45	Continuation and Workshop Proper: Utilization of Contextualized Individualized Education Plan (IEP) and Individualized Transition Plan (ITP) (RM No. 29, s. 2024)	Camille D. Fuertez, MASPED Head Teacher III
2:45 – 3:00	HEALTH BREAK	
3:00 – 5:00	Presentation of Outputs	Camille D. Fuertez, MASPED Head Teacher III
5:00 – 5:10	END OF DAY TWO EVALUATION	
DAY 3 (November 6, 2024) Wednesday		
7:30 – 8:00	MANAGEMENT OF LEARNING	
8:00 - 9:00	Tagging of Learners with Difficulties and Disabilities in the Learners Information System (LIS)	Marilou Q. Castro Planning Officer III
9:00 – 9:15	HEALTH BREAK	
9:15 – 12: 00	Basic Filipino Sign Language Part I (Workshop)	Elaine T. Bayudan Secondary Teacher I – FGNMHS



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12:00 – 1:00	LUNCH BREAK	
1:00 – 3:00	Basic Filipino Sign Language Part II (Workshop)	Alice C. Maglalang Special Needs Education Teacher I – AES
3:00 – 3:15	HEALTH BREAK	
3:15 – 4:00	CLOSING PROGRAM DISTRIBUTION OF CERTIFICATES	
4:00 – 4:30	END OF DAY THREE EVALUATION	

...Nothing Follows...



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