DIVISION MEMORANDUM
No. 23 s. 2018

TO : Chief Education Supervisor, CID
Public Schools District Supervisors
Elementary and Secondary School Heads
All concerned

FROM : SOCÍRRO V. DELA ROSA, CESO VI
Schools Division Superintendent

Subject: REGIONAL MASS TRAINING OF TEACHERS ON SPECIAL EDUCATION (SPED) PROGRAM

DATE : February 2, 2018

1. Pursuant to Regional Memorandum No. 178, s. 2017, with the goal of ensuring the implementation of the Inclusive and Special Education Program and to prepare teachers managing and Handling Learners with Special Educational NEEDS (LSEs) in an inclusive environment, a Regional Mass Training of Teachers on Special Education (SPED) Program will be held at Regent Hotel, Naga City on the following dates:
   - Regional Staff Orientation Workshop (Trainers) – February 1-2, 2018
   - Batch 1: February 4-8, 2018 (Albay, Legazpi City, Tabaco City, Naga City, Cam. Sur)
   - Batch 2: February 9-13, 2018 (Ligao City, Iriga City, Masbate Province, Masbate City, Sorsogon Province, Sorsogon City, Catanduanes, Cam. Norte

2. The training aims to:
   - Orient teachers on the policy directions of Inclusive and Special Education;
   - Enhance KSAs of Trainers/teachers handling Learners with Special Educational Needs (LSEs);
   - Enhance facilitating skills of potential trainers.

3. Expected participants are selected Grade 1 teachers, Grade 7 teachers and SPED Teachers. The Travel Order identified names of elementary and secondary participants are hereto attached to compose the allotted slots for Catanduanes, 40 for elementary and 40 for secondary.

4. The Trainers/Facilitators are the NTOT Trained EPS and Teachers, to wit:
   - CYNTHIA T. SONEJA, EPS I, SDO, CID
   - ZARITA M. BONEO, MT II, JMAMES
   - JUDY SONEJA, SPED I, JMAMES

5. Participants from the following Divisions: Sorsogon, Sorsogon City, Masbate and Catanduanes may check-in at the venue in the afternoon of Day 0. First meal to be served is dinner of Day 0 while last meal is afternoon snacks of the last day.

6. A Regional Staff Orientation Workshop (RSOW) of Trainers/facilitators will be held on February 1-2, 2018 at Casa Lorenzo, Tagas, Daraga, Albay to prepare the trainers/facilitators for the mass training.

7. Expenses for meals and accommodation in the RSOW and Mass Training will be chargeable against the downloaded 2017 CO HRTD Funds while supplies and materials are chargeable against Regional funds. Transportation and other incidental expenses of trainers and participants are chargeable against local funds, subject to the usual accounting and auditing rules and regulations.

8. For wide dissemination and compliance.

To be included in the Perpetual Index:
SPECIAL EDUCATION   INCLUSIVE EDUCATION   ASSESSMENT   TRAINING