



Republic of the Philippines  
**Department of Education**  
Region V – Bicol  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**

DEPED DIVISION OF CATANDUANES  
RECORDS SECTION  
**RELEASED**  
BY: *[Signature]*  
DATE: 20 SEP 2023 *[Signature]*

September 18, 2023

**DIVISION MEMORANDUM**  
OSDS-CID-DM-391 S. 2023

**DIVISION CAPACITY BUILDING FOR PUBLIC SCHOOLS DISTRICT SUPERVISORS (PSDS) ON MANAGEMENT AND MONITORING OF INCLUSIVE SPECIAL NEEDS EDUCATION (SNED) PROGRAM**

TO: Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
School Heads  
All concerns

1. To ensure the continuity of delivering quality basic education as mandated in RA11106 and as per DM No. 321, s. 2022, the Schools Division of Catanduanes through the Curriculum Implementation Division (CID) will conduct the Division Capacity Building for Public Schools District Supervisors (PSDS) on Management and Monitoring of Special Needs Education (SNED) Program on September 21-23, 2023 at Juan M. Alberto Memorial Elementary School (JMAMES) SPED Center, Lanao, Virac, Catanduanesa.
2. This three-day live-out activity aims to capacitate participants on important features, new ideas and concepts, and best practices on management and monitoring the Inclusive SNED Program in the K to 12 Program.
3. Enclosed are the list of participants, trainers/facilitators and the workshop matrix for reference.
4. Since September 23, 2023 falls on a Saturday, a one and a half (1.5) day Compensatory Time-Off shall be granted to school heads and supervisors.
5. Expenses for snacks and meals of the participants and facilitators/trainers and TWG, shall be charged against NLC Support Fund subject to the usual accounting and auditing rules and regulations.
5. For information, dissemination, and compliance.

By Authority of the Schools Division Superintendent:

*[Signature]*  
**EVA S. TOLENTINO**  
Administrative Officer V  
Officer-In-Charge  
Office of the Schools Division Superintendent



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DepEd Tayo – Region V - Catanduanes



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Enclosure to Div. Memo No. 391, s. 2023

**DIVISION CAPACITY BUILDING FOR PUBLIC SCHOOLS  
DISTRICT SUPERVISORS (PSDS) ON MANAGEMENT AND  
MONITORING OF SPECIAL NEEDS EDUCATION (SNED) PROGRAM**

September 21-23, 2023

**List of Participants**

<b>PUBLIC SCHOOLS DISTRICT SUPERVISOR/IN-CHARGE OF THE DISTRICT</b>	
1. Abundo, Elias	Public Schools District Supervisor (Virac North)
2. Alcantara, Timmy	In-Charge of the District (Bato East)
3. Arcilla, Jose T.	In-Charge of the District (Gigmoto)
4. De Leon, Delfin	Public Schools District Supervisor (Caramoran North and South)
5. Lim, Marisol T.	Public Schools District Supervisor (San Miguel North and South)
6. Magdaraog, Clarissa	In-Charge of the District (Panganiban)
7. Rodriguez, Miguelito	Public Schools District Supervisor (Virac South)
8. Ruiz, Joselito T.	Public Schools District Supervisor (Viga East and West)
9. Sorrrera, Ruth B.	Public Schools District Supervisor (Baras North and South)
10. Tapas, Belen T.	Public Schools District Supervisor (Bato West)
11. Tuibeo, Nieva DJ.	Public Schools District Supervisor (San Andres East and West)
12. Valledor, Arnold	Public Schools District Supervisor (Pandan East and West)
13. Villarey, Brenda V.	Public Schools District Supervisor (Bagamanoc North and South)





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**Management Team**

**Executive Committee:**

Socorro V. Dela Rosa	Schools Division Superintendent
Ma. Luisa T. Dela Rosa	Assistant Schools Division Superintendent
Romel G. Petajen	Chief Education Supervisor, CID

**TRAINERS/FACILITATORS**

Cynthia T. Soneja, EPS	SDO-CID
Gina L. Custodio, EPS	SDO-CID
Fe B. Mendoza, SP II	JMAMES SPED Center

**TECHNICAL WORKING GROUP**

1.	Jupiter L. Torno	HT III	Carorian ES, Bato East
2.	Jogene Allily C. San Juan	PDO 2	SDO-CID
3.	Paul Xavier T. Tejerero	T III	Bato Central ES, Bato East





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REGION V

SCHOOLS DIVISION OFFICE OF CATANDUANES

**DIVISION CAPACITY BUILDING FOR PUBLIC SCHOOLS  
DISTRICT SUPERVISORS (PSDS) ON MANAGEMENT AND  
MONITORING OF SPECIAL NEEDS EDUCATION (SNED) PROGRAM**

September 21-23, 2023  
TRAINING MATRIX

TIME	DAY 1		DAY 2		DAY 3	
7:30-8:00	REGISTRATION					
8:00-8:30	OPENING PROGRAM		8:00-10:00	8:00-10:00	Showcase and Competition of Different Learning Stations	
8:30-9:00	Plenary: Advocacy and Partnership in Inclusive Education		Learning Station LS 1 FSL Group 2	LS 3 Basic Reading and Numeracy Group 1	MOL	
9:00-12:00	by Learning Stations LS 1-FSL	LS 3 Basic Reading and Numeracy	10:00-12:00 LS 2 Tactile Learning Resources	10:00-12:00 LS 4 Inclusive SNED Sports	LS 1- Song Interpretation LS 2 -TACTILE- Basic Braille Reading & Writing	
	LS 2-Tactile	LS 4- SNED Sports	LS 2 -Tactile		LS 3 Basic Reading and Numeracy LS 4- SNED Sports	
12:00-1:00	NOON BREAK					
	LS 1-FSL	LS 3- Reading & Numeracy	LS 1-FSL	LS 3- Reading & Numeracy	Showcase and Competition of Different Learning Stations	
1:00-2:00	LS 2 Tactile Learning Resources Group 2		Learning Station LS 1 FSL LS - 3	Inclusive SNED Sports LS - 4		
2:00-3:30			Wrapping-up the day's activity.	Wrapping-up the day's activity.	CLOSING PROGRAM	
3:30-4:30						
4:30-5:00						

Prepared by:

**CYNTHIA T. SONEJA**  
EPS/Div. SPED Coordinator

NOTED:

**ROMEL G. PETAJEN**  
Chief Education



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