



Republic of the Philippines  
Department of Education  
Region III  
SCHOOLS DIVISION OF BULACAN

October 24, 2023

**DIVISION MEMORANDUM**

No. 454, s. 2023

**DIVISION TRAINING OF SPED RECEIVING TEACHERS ON THE  
IMPLEMENTATION OF SPECIAL NEEDS EDUCATION PROGRAM**

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

1. In support of the implementation of the Special Needs Education Program, this Office, through the Curriculum Implementation Division announces the conduct of Division Training of SPED Receiving Teachers on the Implementation of Special Education Program on November 16-18, 2023 at Parada Elementary School, Parada Conference Hall, Sta Maria East District.
2. The training workshop aims to:
  - 2.1 Capacitate the receiving teachers on the proper ways of educating the Learners with Disabilities in the regular classroom and meet their individual needs.
  - 2.2 Provide in-depth knowledge about various disabilities and special education needs.
  - 2.3 Ensure that LWDs have an opportunity to learn and grow in a safe and supportive environment under trained receiving teachers.
  - 2.4 Foster empathy and sensitivity towards the unique challenges faced by students with special needs
3. The participants in this activity are the following SPED and Receiving teachers:  
42 Secondary Teachers ( 2 SPED Teachers and 5 Receiving Teachers per EDDIS)  
57 Elementary Teachers (1 Receiving Teacher per District and 4 Sped Teachers per EDDIS)  
10 Resource Speakers, and 4 TWG
4. The travel expenses and other incidental expenses of the participants shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
5. Enclosure 1 contains the training matrix, resource speakers, and work committee for reference.



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6. The proponent of this activity will send a Google Drive in the group chat of advisers for the pre-registration.
7. Service credit for teaching personnel and compensatory Time-Off (CTO) for non-teaching personnel shall be granted in lieu of the activity that falls on the weekend per DepEd Memorandum 53 s. 2023, DBM-CSC Joint Circular No. 002 s. 2015 and DepEd Memoranda Nos. 65 & 67, s. 2001.
8. This Memorandum will serve as the travel authority of the participants.
9. Immediate dissemination of this Memorandum is desired.

  
**NORMA P. ESTEBAN, EdD, CESO V**  
Schools Division Superintendent



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Enclosure No. 1 to the Division Memorandum No. 454, s. 2023

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IMPLEMENTATION OF SPECIAL EDUCATION PROGRAM**

**Matrix of Activities**

	Day 1	Day 2	Day 3
	Opening Program	MOL	
<b>Morning</b>	Updates of SPED Program Towards Inclusive Education Perlita G. Pagdanganan 1	Difficulty in Seeing Elmark Joaquin 7	Difficulty in Displaying Interpersonal Behavior Mylene Mandapat 13
	Organizing Inclusive Schools Bernadett Jose 2	Difficulty in Adaptive Skills Lani Manuel 8	Difficulty in Communication Mary Grace Bernardino 14
	Assessment and Identification of Learners with Special Needs Artemis Hona 3	Difficulty in Applying Knowledge Herminia Agsaoay 9	Preparation of Action Plan Elmark Joaquin
	Classroom Management Blessie Lynn Azarcon 4	Difficulty in Hearing Mirlesan Llantes 10	Presentation of Action Plan
<b>Afternoon</b>	Behavior Management Igyl Matthew Mendoza 5	Difficulty in Mobility Anchallie Labao 11	Closing Program
	Curriculum Adaptation and Modification Jenny Balanquit 6	Difficulty in Remembering Gertie Joy Delos Reyes 12	