

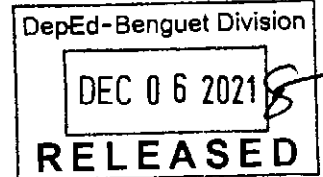


Republic of the Philippines
Department of Education
Schools Division of Benguet

December 2, 2021

DIVISION MEMORANDUM

No. 484, s.2021



TO: Chief Education Supervisors for CID and SGOD
Education Program Supervisors
Public Schools District Supervisors and District Coordinating Principals
Public Elementary School Heads and Teachers
All Others Concerned

SUBJECT: Retooling of Teachers on Inclusive Education and SPED

1. The Schools Division of Benguet through the Curriculum Implementation Division will conduct Retooling of Teachers on Inclusive Education and SPED through blended modality. Work from Home thru Google Meet will be on December 7, 2021 while the limited face to face is on December 9-10, 2021 at Ecolodge, Baguio City.
2. The activity aims to:
 - a. Capacitate participants' competency on inclusive education.
 - b. Enhance the participants' knowledge in preparing contextualized learning resources for LWDs.
 - c. Increase availability of quality assured learning resources for LWDs.
3. The activities shall start at 8:00 A.M. on the first day- December 7, 2021 the participants are required to log in the link that will be provided through text or messenger on or before the activity. Thus, each participant should have his/her laptop or smartphone with stable internet connection and it is requested that each participant will bring his/her laptop and extension cord during the limited face to face activity.
4. Attached are the following documents as for guidance and reference.
Enclosure 1: List of Participants
Enclosure 2: Activity Matrix
5. All participants are to observe the minimum protocols in relation to COVID-19 during two-day onsite of the training. Those with **flu like symptoms are strongly discouraged** to participate in the activity and should inform their district head the soonest time for identification of their replacement.
6. The meals and snacks of the participants for two (2) days shall be charged to the downloaded Program Support Fund for SPED while the travel expenses and incidental expenses shall be charged to school MOOE/local funds subject to usual accounting rules and regulations.
7. Immediate dissemination of this memorandum to all concerned desired.

CID-IM/RAG/ecq

GLORIA B. BUYA-AO
Schools Division Superintendent



Address: Wangal, La Trinidad, Benguet
Telephone Number: (074) 422-6570
Email: benguet@deped.gov.ph
Facebook Page: DepEd Tayo Benguet





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Enclosure 1: Training Participants to the Retooling of Teachers on Inclusive Education and SPED

Name	Sex	District	Name	Sex	District
1. Ines G. Miguel	F	Atok	16. Alicia A. Anasan	F	Mankayan
2. Milagros S. Dimas	F	Bakun	17. Jacqueline Ngaseo	F	Mankayan
3. Leona A. Dipas	F	Bokod	18. Judith G. Diassan	F	Mankayan
4. Febijoy M. Gabrino	F	Bokod	19. Josefina B. Caramé	F	Sablan
5. Linn Ann Atinyao	F	Buguias	20. Anabelle M. Gacay	F	Sablan
6. Marissa Ansibey	F	Buguias	21. Nelson B. Calatero	M	Tublay
7. Pilita B. Sabit	F	Buguias	22. Mryla L. Maguilang	F	Tublay
8. Fritzie O. Napa-eg	F	Itogon I	Resource Speakers/TWG		
9. Zyra S. Tingda	F	Kabayan	23. Mesenia P. Lacquiáo	F	La Trinidad
10. Vivian B. Guinoran	F	Kabayan	24. Judy Ann K. Bolayo	F	La Trinidad
11. Julianne Nicolai Meris	F	Kapangan	25. Joy B. Fernandez	F	La Trinidad
12. Gemma Compala	F	Kapangan	26. Violeta B. Santos	F	La Trinidad
13. Rosenda Garces.	F	Kibungan	27. Teodoro P. Dicos	M	La Trinidad
14. Gregine Pagui-en		Kibungan	28. Denia O. Tarnate	F	RO -CAR
15. Renita Q. Pablo	F	La Trinidad	29. Erlinda C. Quinuan	F	SDO



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Enclosure 2: Activity Matrix to the Retooling of Teachers on Inclusive Education and SPED

Day 1	December 7, 2021	
Time	Program/Activities	Person Responsible
8:00- 9:00	Orientation on the Refined Competencies for LSENS (RM 236 s. 2020)	Mesenia P. Laquiao MT1- Benguet SPED Center
9:00- 10:00	Presentation of Competencies with Sample of LAS/Modules	
11:00- 12:00	Foot/source noting and references	Violeta B. Santos SPET III- Benguet SPED Center
12:00- 1:00	Lunch Break	
1:00- 3:00	Presentation of DLL for LAS	Joy B. Fernandez SPET II- Benguet SPED Center
3:00- 5:00	Development of Learning Activity Sheets (LAS)	Participants
Output for the day- At least 1 LAS per participant (Competency-based LAS that are not found in the Text-based Shield and APUNAN)		

Day 2- December 9, 2021 Work Onsite		
Time	Program/Activities	Person Responsible
7:30-8:20	Registration of Participants	Judy Ann K. Bolayo, Joy Fernandez
8:20 -8:40	Opening program	
	<ul style="list-style-type: none"> • Nationalistic Song • Prayer • Cordillera Hymn • Benguet Hymn • Declaration of DepED Quality Policy • Acknowledgement of Participants • Welcome remarks • Message • Statement of Purpose <p style="text-align: center;">Master of Ceremonies</p>	Teodoro P. Dicos Mesenia P. Lacquiao Violeta B. Santos Joy B. Fernandez Judy Ann K. Bolayo Teodoro P. Dicos Rizalyn A. Guznian. EdD-CES Chief Glorfa A. Buaya-ao Schools Division Superintendent Erlinda C. Quinuan, EPS-EsP Violeta B. Santos
TRAINING/ACTIVITY PROPER		
8:40 -9:00	Inclusive Education Program	Erlinda C. Quinuan ,EPS-EsP SDO Coordinator for SPED
9:00 -10:30	Conduct of Initial Assessment of SPED Learners - Utilization of Related Forms in Handling Learners with Difficulties/Disabilities (Initial Assessment forms and Referral form, Anecdotal Record form, Referral form, Cards, Permanent Form, Profile of Learners, Checklist and IEP Form, Recommendation letter.)	Mesenia P. Laquiao MT1- Benguet SPED
10:30- 12:00	Introduction to Transition Curriculum	Denia O. Tarnate , PhD, EPS, Focal Person for Kindergarten and SPED- CLMD, DepED CAR
12:00- 1:00	Lunch Break	
1:00- 2:30	Transition Curriculum Packages	Teodoro P. Dicos SPET III -Benguet SPED Center
2:30-3:30	Strategies for the Transition Program	Violeta B. Santos SPET III- Benguet SPED Center
3:30- 4:15	Strategies in Handling LWDs	Joy B. Fernandez/ Mesenia P. Lacquiao
4:15-5:00	Tagging of LWDs in the LIS	Denia O. Tarnate , PhD,



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