



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region V(Bicol)  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**  
Virac, Catanduanes

Email Add: catanduanes@deped.gov.ph/catanduanesdiv15@gmail.com  
Website: www.depedrovcatanduanes.com Tel No.: (052)811-40-83




**RELEASED**  
Department of Catanduanes  
RECORDS SECTION  
Date MAY 03 2017  
Time: 10:42 A.M.  
Initial/Signature: Jmt

**DIVISION MEMORANDUM**

No. 82 s. 2017

TO : Chiefs, CID & SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary and Secondary School Heads  
All concerned

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

Subject: **DIVISION LIVE-IN SEMINAR-WORKSHOP OF SUPERVISORS AND SCHOOL HEADS ON ORGANIZATION, ADMINISTRATION AND SUPERVISION OF SPECIAL EDUCATION PROGRAM**

DATE : May 3, 2017

1. Along with the Department of Education's mandate to protect and promote the right to quality basic education of the learners at all levels, and to ensure that every child with special needs is given access to an educational program that is suitable to their needs, a **Division Live-In Seminar-Workshop of Supervisors and School Heads On Organization, Administration and Supervision of Special Education Program** will be conducted on **June 1-3, 2017**. Venue will be announced later.
2. Participants are elementary and secondary school heads of schools with or without Special Education class or enrolment and district supervisors.
3. Enclosed are the training matrix and list of participants for reference and dissemination.
4. A registration fee of **two thousand four hundred pesos only (Php 2,400.00)** per participant shall be charged against **school MOOE fund** for elementary and secondary school heads and **division local funds** for Public Schools District Supervisors. Supplies and materials for the training kits and handouts shall be charged to **HRTD funds** while travel and other incidental expenses shall be charged to school MOOE fund subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination and compliance of this Memorandum is highly desired.

## TRAINING MATRIX

DIVISION LIVE-IN SEMINAR-WORKSHOP OF SUPERVISORS AND SCHOOL HEADS ON ORGANIZATION,  
ADMINISTRATION AND SUPERVISION OF SPECIAL EDUCATION PROGRAM  
June 1-3, 2017

| TIME        | DAY 1                                      | DAY 2   | DAY 3   |
|-------------|--|---|---|
| 6:00-7:30   |  | Breakfast   |   |
| 7:30-8:30   | Registration and Setting In                | MOL   | -MOL  |
| 8:30-9:30   | Opening Program                            | Policies and Guidelines of Special Education in the Philippines (Part I)  | Diagnosing, Administration, Interpretation and Placement  |
| 9:30-9:45   | BREAK                                      |   |   |
| 9:45-10:45  | -Trends and Issues in Special Education    | Policies and Guidelines of Special Education in the Philippines (Part II) | Compulsory Implementation of Individual Education Plan for Self-Contained Children with Special Needs |
| 10:45-12:00 |  |   | Demonstration Lesson -- Transition Program  |
| 12:00-1:00  | Noon Break                                 | Noon Break  | Noon Break  |
| 1:00-3:30   | Special Education Programs and Services    | Demonstration Teaching – Hearing Impairment                               | Demo on Adaptive Physical Education:  |
| 3:30-5:00   | Identifying Children with Disabilities and | Demonstration Teaching- Autism/ Functional Skills                         | Closing Program   |
| 5:00-7:00   | Assessment of Children with Special Needs  | Teaching and Learning Strategies for Children with Spectrum Autism        |   |
| 7:00-7:30   | DINNER                                     |   |   |
|             |  | 8:00 P.M.- 11:00 P.M.<br>Socials  |   |

## LIST OF PARTICIPANTS

## GROUP A: ZONE I AND 11

| No.           | Zone/Municipality/School    | Name                   | Position               |
|---------------|-----------------------------|------------------------|------------------------|
| <b>ZONE I</b> |                             |                        |                        |
| 1             | San Andres East & West      | Elias Abundo           | PSDS                   |
| 2             | San Andres Central ES       | Dennis Gianan          | School Principal I     |
| 3             | Alibug Es                   | Rogelio Sontillano     | Head Teacher I         |
| 4             | Batong Paloway ES           | Rolly Nazareno         | School Principal I     |
| 5             | Bon-ot ES                   | Wenceslao Zafe         | OIC                    |
| 6             | Carangag ES                 | Edwina F. Camacho      | School Principal I     |
| 7             | Comagaycay ES               | Julietta Arcilla       | School Principal I     |
| 8             | Jose Rizal ES               | Isabel Bernal          | School Principal I     |
| 9             | Lictin IS                   | Rosalinda Burce        | School Principal I     |
| 10            | Palawig ES                  | Jane C. Tabor          | School Principal I     |
| 11            | Sn Jose ES                  | Flor Rendon            | School Principal I     |
| 12            | Timbaan ES                  | Reggie Cerdefia        | School Principal I     |
| 13            | Yocti ES                    | Ferdinand Tusi         | School Principal I     |
| 14            | SAVS                        | Rosario Socito         | School Principal II    |
| 15            | San Andres West             |                        |                        |
| 16            | Maynaway ES                 | Delia P. Lazaro        | School Principal II    |
| 17            | Agojo ES                    | Rolando Regalado       | School Principal I     |
| 18            | Bagong Sirang/Sn Vicente ES | Cecile Alvea           | OIC-School Principal I |
| 19            | Baritay ES/Hilawan ES       | Manuel Tablizo         | School Principal I     |
| 20            | Bislig ES                   | Nelson Samonte         | School Principal I     |
| 21            | Cabcab Central ES           | Anchellita Sicio       | School Principal II    |
| 22            | Cabungahan ES               | Calvin Imperial        | Head Teacher II        |
| 23            | Catagbacan ES ES            | Gina Zuniega           | Head Teacher III       |
| 24            | Codon ES                    | Soledad Gianan         | School Principal I     |
| 25            | Datag ES                    | Corazon Talan          | Head Teacher III       |
| 26            | JMA Asgad/Putting Baybay ES | Michael Angelo Almazan | OIC                    |
| 27            | Manabrag ES                 | Allan Sorreda          | School Principal II    |
| 28            | Sn Isidro ES                | Napoleon Arcilla       | OIC                    |
| 29            | Tibang ES                   | Danili Climaco         | Head Teacher I         |
| 30            | Tominawog ES                | Jose De Loyola         | Head Teacher I         |
| 31            | CABCAB NHS                  | Marilyn Tuplano        | School Principal I     |
| 32            | Codon NHS                   | Cecilia Mendoza        | School Principal I     |
| 33            | Manabrag NHS                | Lyra Tusi              | School Principal I     |
| 34            | Maynaway NHS                | Ronald Refre           | School Principal I     |
| 35            | Virac North & South         | Edgar Rima             | PSDS                   |
| 36            | Bigaa ES                    | Yolanda Tayam          | School Principal I     |
| 37            | Buyo ES /IS                 | Marisol Lim            | School Principal II    |
| 38            | Calabnigan ES               | Analya Carpio          | School Principal I     |
| 39            | Calatagan ES                | Opero Turado           | School Principal II    |
| 40            | Capillhan ES                | Arlene ALbaerto        | Head Teacher III       |
| 41            | Danicop Es                  | Perilita Tatel         | School Principal I     |
| 42            | Dugui Sn Isidro             | Walter Marifias        | Head Teacher II        |
| 43            | Dugui Too ES                | Rita Sorlao            | School Principal I     |
| 44            | Dugui Wal ES                | Jay Tabuzo             | Head Teacher II        |
| 45            | Gogon ES                    | Jessie Icaranom        | School Principal I     |
| 46            | Hicming ES                  | Joan Correo            | Head Teacher II        |

|    |                              |                     |                     |
|----|------------------------------|---------------------|---------------------|
| 47 | JMA Poniton/Sogod Simamla ES | Raquel Alfon        |                     |
| 48 | Sn Vicente ES                | Felicitas Mendez    | Head Teacher I      |
| 49 | Simamla ES                   | Lilibeth Tabuzo     | School Principal I  |
| 50 | Sto. Domingo ES              | Lalina Abundo       | School Principal I  |
| 51 | Sto Niño ES                  | Calixto Ibayan      | School Principal I  |
| 52 | Taytay ES                    | Marites Vargas      | School Principal I  |
| 53 | Virac Pilot ES               | Miguelito Rodriguez | School Principal II |
| 54 | Calatagan HS                 | Danilo Taway        | School Principal I  |
| 55 | CNHS                         | Amelia Euseblo      | School Principal II |
| 56 | Virac South                  |                     |                     |
| 57 | Antipolo ES                  | Jocelyn Burce       | School Principal II |
| 58 | Balite ES                    | Daisy Cambonga      | Head Teacher II     |
| 59 | Batag/Hawan Ilaya ES         | Girlie Tablada      | School Principal I  |
| 60 | Buenavista/Calampong         | Live Pia            | Head Teacher II     |
| 61 | Casocan/Sto. Cristo ES       | Jayson Floranza     | Head Teacher I      |
| 62 | Cavinitsn ES                 | Salve Templo        | School Principal II |
| 63 | F. Tacorda/Marilima ES       | Roberto Molina      | School Principal I  |
| 64 | Hawan ES                     | Mario, Zuniega      | Head Teacher II     |
| 65 | Igang ES                     | Reynante Tabuzo     | School Principal I  |
| 66 | Magnesia ES                  | Marjorie Toledana   | School Principal I  |
| 67 | Pajo Bagulo ES               | Ariel Abrasaldo     | Head Teacher III    |
| 68 | Pajo Sn Isidro               | Ruben Jose Tria     | School Principal I  |
| 69 | Palnab ES                    | Lina Mariano        | School Principal I  |
| 70 | Palta ES                     | Nestor Quintal      | School Principal I  |
| 71 | Palta Saday ES               | Marcelina alberto   | Head Teacher III    |
| 72 | Sn Isidro Vill. ES           | Arlene Domingo      | School Principal I  |
| 73 | Talloy ES                    | Rosiel Imperial     | School Principal I  |
| 74 | Valencia ES                  | Nimfa Tablizo       | School Principal I  |
| 75 | Virac Central ES             | Fe Mendoza ES       | School Principal II |
| 76 | Antipolo NHS                 | Josalie Tonio       | School Principal I  |
| 77 | Hawan NHS                    | Ramon Templonuevo   | School Principal I  |
| 78 | Maagnesia NHS                | Edgar Sarmiento     | School Principal I  |
|    | Palta NHS                    | Niño Gerald Ceneta  | School Principal I  |

|     |                                |                       |                     |
|-----|--------------------------------|-----------------------|---------------------|
|     | <b>ZONE II</b>                 |                       |                     |
| 79  | Baras North & South            |                       |                     |
| 80  | Agban Central ES               | Beleen Tapas          | PSDS                |
| 81  | Benticayan ES                  | Juan Geromo           | School Principal II |
| 82  | Genitligan ES                  | Maribel Tagoo         | Head Teacher II     |
| 83  | Guinsaan/Puraran ES            | Francis Surban        | Head Teacher II     |
| 84  | Sn Miguel ES                   | Jovel Tendencia       | Head Teacher II     |
| 85  | Agban NHS                      | David Romero          | TIC                 |
|     | Baras South                    | Maybelle Rubio        | School Principal I  |
| 86  | Abihao/Putsan-Danao ES         | Antonio Oagallnola    |                     |
| 87  | Baras Central ES               | Jose Arcilla          | Head Teacher III    |
| 88  | Caragumihan/Macutal ES         | Joel Masagca          | School Principal I  |
| 89  | Moning/Paniquihan ES           | Evelyn Tapia          | Head Teacher III    |
| 90  | Salvacion/Tilod ES             | Emma Ogalinola        | School Principal I  |
| 91  | Sta Maria ES                   | John Marvin Toledanna | Head Teacher III    |
| 92  | Baras Rural DHS                | Marilou Santelices    | OIC                 |
| 93  | Bato East and West             | Merly Gonzales        | OIC                 |
| 94  | Bagumbayan/Buenavista ES       | Janet Vargas          | PSDS                |
| 95  | Batalay ES                     | Timmy Alcantara       | Head Teacher II     |
| 96  | Bote ES/IS                     | Roy Tejerero          | School Principal I  |
| 97  | Cagararay ES                   | Diogenes Teves        | School Principal I  |
| 98  | Libjo/Sn Pedro ES              | Asuncion Tabo         | Head Teacher III    |
| 99  | Mintay/Sibacungan ES           | Yolanda Zulueta       | School Principal I  |
| 100 | Pananaogan ES                  | Myla Cordial          | OIC                 |
| 101 | Sn Roque ES                    | Estrella Rojas Jr.    | School Principal I  |
| 102 | Bato Rural DHS                 | Fidel Vegim           | School Principal I  |
| 103 | Cabugao IS                     | Irene Torzar          | School Principal II |
| 104 | Guinobaatan ES                 | Evelyn Garcia         | School Principal I  |
| 105 | Marinawa ES                    | Susan Molina          | Head Teacher III    |
| 106 | Ogulis/Sipi ES                 | Allan Tesorero        | School Principal I  |
| 107 | Gigmoto                        | Herman Bodota         | School Principal I  |
| 108 | Blong/Dororian ES              | Marino Pantaleon      | PSDS                |
| 109 | Dominador Guerrero/Sn Pedro ES | Wilson Ollino         | School Principal I  |
| 110 | Gigmoto Central ES             | Generosa Sarmiento    | School Principal I  |
| 111 | Sicmil IS                      | Cynthia Usero         | School Principal I  |
| 112 | Sioron ES                      | Amelito Torillos      | School Principal I  |
| 113 | Gigmoto Rural DHS              | Della Tindugan        | OIC                 |
| 114 | Dororian NHS                   | Rico Trollano         | School Principal II |
| 115 | San Miguel North and South     | Henry Marin           | Head Teacher I      |
| 116 | Alma ES                        | Jingkee Torreña       | PSDS                |
| 117 | Balatohan ES                   | Elvira Vasol          | TIC                 |
| 118 | Caglatawan ES                  | Rolyn Trinidad        | Head Teacher II     |
| 119 | Kilikilihan ES                 | Marigen Torrente      | TIC                 |
| 120 | Mabato Central/Pacogon/Slay ES | Nestor Tribiana       | School Principal I  |
| 121 | Pagsangahan ES                 | Elena tедера          | School Principal II |

|     |                          |                   |                     |
|-----|--------------------------|-------------------|---------------------|
|     | Paraiso A & B            | Agnes Doblon      | Head Teacher III    |
| 123 | Sn Marcos ES             | Alex Aguilar      | OIC                 |
| 124 | Tobrehon                 | Wilma Lizaso      | Head Teacher I      |
| 125 | Tucao PS                 | Moniroze Tanteo   | OIC                 |
| 126 | Mabato HS                | Cristy Gianan     | OIC                 |
|     | <b>San Miguel South</b>  |                   |                     |
| 127 | Boton/KatipunanSolong ES | Virginia Tejerero | School Principal I  |
| 128 | Buhi/Dayawa/Pangilao ES  | Jenry Tayam       | School Principal I  |
| 129 | Obo ES                   | Rowena Tindugan   | Head Teacher I      |
| 130 | Patagan ES               | Romeo Alcantara   | TIC                 |
| 131 | Sn Juan ES               | Johnny Boy Bernal | Head Teacher I      |
| 132 | San Miguel Central ES    | Gloria Soriao     | School Principal II |
| 133 | San Miguel Rural DHS     | Charlie Camano    | Head Teacher III    |

**GROUP B: ZONE III & IV**

| No.             | Zone/Municipality/School        | Name                     | Position            |
|-----------------|---------------------------------|--------------------------|---------------------|
| <b>ZONE III</b> |                                 |                          |                     |
| 1               | <b>BAGAMANOC</b>                | <b>Nelson Isorena</b>    | <b>PSDS</b>         |
| 2               | Bugao Central ES                | Josephine Vallespin      | School Principal I  |
| 3               | Cahan/Hinipaan ES               | Rebecca Villacorta       | Head Teacher I      |
| 4               | Mavil ES                        | Leonilo Sesalim          | OIC                 |
| 5               | Sagrada ES                      | Cynthia P. Evangelista   | Head Teacher III    |
| 6               | San Vicente ES                  | Noe M. Villamartin       | School Principal I  |
| 7               | Bacak ES                        | Dorotea F. Alcantara     | Head Teacher I      |
| 8               | Bagamanoc Central ES            | Linda T. Vega            | School Principal I  |
| 9               | Pangcayanan/Sn Rafael ES        | Ma. Gracia Baluyot       | Head Teacher I      |
| 10              | Quigaray/Suchan ES              | Lolita P. Dela Rosa      | Head Teacher I      |
| 11              | Salvacion ES                    | Jose B. Tapia            | TIC                 |
| 12              | Bagamanoc Rural DHS             | Milagros V. Lim          | School Principal II |
| 13              | San Vicente NHS                 | Erlinda P. Villacorta    | Head Teacher I      |
| 14              | <b>PANGANIBAN</b>               | <b>Erlinda Borbe</b>     | <b>PSDS</b>         |
| 15              | Alinawan ES                     | Corazon Magtangob        | Head Teacher I      |
| 16              | Babaguan Community/Maculiw ES   | Beatriz M. Arisapa       | Head Teacher I      |
| 17              | Bayhan /Panay Com. School       | Romeo M. Alberto         | Head Teacher I      |
| 18              | Burabod Com. School             | Thelma C. Vallespin      | MT I-TIC            |
| 19              | Cabuyoan ES                     | Marites D. Sanchez       | Head Teacher I      |
| 20              | Cagdarao ES                     | Aileen Vera              | T III-OIC           |
| 21              | Mabini/Sn Miguel ES             | Samuel I. Pante          | School Principal I  |
| 22              | Panganiban Central ES           | Linda V. Dela Rosa       | School Principal II |
| 23              | Tibo ES                         | Julie V. Vitalicio       | Head Teacher I      |
| 24              | Panganiban NHS                  | Ma. Rosario T. Villafior | Head Teacher III    |
| 25              | Panganiban NHS (CAIC Comp.)     | Arnold Valledor          | Principal I         |
| 26              | <b>VIGA</b>                     | <b>Brenda Villarey</b>   | <b>PSDS</b>         |
| 27              | Batozonan/Magsaysay ES          | Genaro V. Robles         | Head Teacher I      |
| 28              | Begonia ES/ Quirino ES          | Danilo V. Valderama      | Head Teacher I      |
| 29              | Botinagan ES/ Soboc ES          | Arnulo T. Tawat Jr.      | Head Teacher        |
| 30              | Buenavista ES                   | Jose O. Aguinillo        | Head Teacher II     |
| 31              | Tambongon Central ES            | Clarissa G. Magdaraog    | School Principal I  |
| 32              | Tinago ES/Villa Aurora ES       | Victoria Palomer         | School Principal I  |
| 33              | Almojuela ES/Burgos ES          | Phoebe G. Tuplano        | School Principal I  |
| 34              | Ananong ES/Mabini ES            | Amos T. Tuplano          | Head Teacher II     |
| 35              | Del Pilar Primary/ San Roque ES | Tessie A. Padilla        | School Principal I  |
| 36              | Ogbong ES/Sta Rosa ES           | Ramon N. Tura            | School Principal I  |
| 37              | Osmena/Roxas/Sagrada ES         | Romeo Ogalinola          | Head Teacher III    |
| 38              | P. Vera ES/Summit ES            | Francia T. Tebelin       | Head Teacher II     |
| 39              | Rizal ES/San Vicente ES         | Ma. Liza R. Arrojo       | School Principal I  |
| 40              | Quezon ES/San Jose ES           | Randi T. Odi             | School Principal I  |
| 41              | Viga Central ES                 | Henry Olfindo.           | School Principal I  |
| 42              | San Jose NHS                    | Ranil R. Velasco         | School Principal I  |
| 43              | Tambongon NHS                   | Janet M. Tonio           | School Principal I  |
| 44              | Tinago NHS                      | Michelle T. Abundo       | T III-OIC           |
| 45              | Viga Rural DHS                  | Nestor S. Emerenciana    | School Principal II |

| <b>ZONE IV</b> |                             |                       |                    |
|----------------|-----------------------------|-----------------------|--------------------|
| 46             | <b>CARAMORAN</b>            | <b>Cecilia Soneja</b> | <b>PSDS</b>        |
| 47             | Buenavista ES/ Camburo ES   | Joel P. Datoon        | Head Teacher I     |
| 48             | Caramoran Central ES        | Lea Z. Arcilla        | School Principal I |
| 49             | Dariao ES                   | Edwin I. Resare       | Head Teacher I     |
| 50             | Mabini ES/San Jose ES       | Ricardo A. Onan       | School Principal I |
| 51             | Palumbanes ES/Palumbanes IS | Eligio Sales          | School Principal I |
| 52             | Panique ES                  | Jil Ann S. Sarmiento  | Head Teacher I     |

|    |                                   |                         |                     |
|----|-----------------------------------|-------------------------|---------------------|
| 51 | Palumbanes ES/Palumbanes IS       | Eligio Sales            | School Principal I  |
| 52 | Panique ES                        | Jil Ann S. Sarmiento    | Head Teacher I      |
| 53 | Tubli ES                          | Anality DR. Idanan      | School Principal I  |
| 54 | Tucao- Maysuram ES                | Neil F. Bafiases        | School Principal I  |
| 55 | Bocon ES/ Sabloyon ES             | Edgar Santos            | Head Teacher I      |
| 56 | Datag Central ES/Mauí ES          | Alan S. Gud             | School Principal I  |
| 57 | Guiamlong ES/ Inalmasinan ES      | Felix M. Sorra Jr.      | Head Teacher III    |
| 58 | Hitoma- Bulalacao ES              | Shiela Marie M. Sapanta | Head Teacher II     |
| 59 | Iyao ES/ Obi ES                   | Jouie R. Sanchez        | Head Teacher II     |
| 60 | Milaviga ES/ Milaviga IS          | Delfin de Leon          | School Principal II |
| 61 | Salvacion ES                      | Lilibeth L. Manlagfit   | Teacher III-OIC     |
| 62 | Supang ES                         | Milani R. Del Barrio    | Head Teacher I      |
| 63 | Caramoran Rural DHS               | Mila A. Jose            | School Principal II |
| 64 | Caramoran School of Fisheries     | Juan S. Torreja         | School Principal I  |
| 65 | Dariao National High School       | Salve Sefia             | Head Teacher I      |
| 66 | Supang-Datag National High School | Mary Rose V. Sta. Rosa  | School Principal I  |
| 67 | Tubli National High School        | Cesmenda B. Llesol      | School Principal I  |
| 68 | <b>PANDAN EAST &amp; West</b>     | <b>Edgardo Valencia</b> | <b>PSDS</b>         |
| 69 | Baldoc ES/Jose O. Vera ES         | Amulfo D. Bernardino    | School Principal I  |
| 70 | Hiyop ES/ Canlubi ES              | Percy A. Rima           | Head Teacher III    |
| 71 | Lourdes ES                        | Arnel Bonifacio         | School Principal I  |
| 72 | Marambong ES                      | Mary Jane S. Rima       | Head Teacher I      |
| 73 | Porot ES/ San Isidro ES           | Narciso T. De Jesus     | Head Teacher I      |
| 74 | Tabugoc Central ES                | Linda T. Isorena        | School Principal I  |
| 75 | Bagawang ES/Tariwara ES           | Columba R. Deinla       | School Principal I  |
| 76 | Balognonan ES                     | Jose D. Bonifacio       | School Principal I  |
| 77 | Caruyo Primary School             | Imelda Rafael           | Teacher I-OIC       |
| 78 | Catamban ES                       | Raul D. Borbor          | Head Teacher III    |
| 79 | Cobo Integrated School            | Amalia I. Domingo       | School Principal I  |
| 80 | Lumabao Es/ Panuto ES             | Jose I. San Juan        | School Principal I  |
| 81 | Oga/Sta Cruz ES                   | Mary Anne C. Galicia    | School Principal I  |
| 82 | Pandan Central ES                 | Ma. Cella Evangelista   | School Principal I  |
| 83 | Sn Andres Brgy/Sn Rafael Prim Sch | Minnie I. Lopez         | School Principal I  |
| 84 | Leandro I. Verceles Sr. NHS       | Josefina San Jose       | OIC                 |
| 85 | Pandan Sch of Arts & Trades       | Sonia V. Prensader      | School Principal II |
| 86 | SGOD (detailed)                   | Joselito Ruiz           | SP II               |
| 87 | SGOD (detailed)                   | Nieva DJ. Tuibeo        | SP II               |