



Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division Superintendent

September 4, 2026

DIVISION MEMORANDUM

No. 499, s. 2026

DIVISION TRAINING OF RECEIVING KINDERGARTEN TEACHERS ON SPECIAL NEEDS EDUCATION (SNED) CONTENT AND PEDAGOGY

TO: Assistant Schools Division Superintendent
Chief Education Supervisors (CID and SGOD)
Education Program Supervisors
Public Schools District Supervisors / PICD
Elementary and Integrated School Heads
All Others Concerned
This Division

1. The Schools Division Office of Dapitan City will conduct the **Division Training of Receiving Kindergarten Teachers on Special Needs Education (SNED) Content and Pedagogy** on **September 10-12, 2026**, at **Mibang Hotel, Dipolog City**.
2. The activity specifically aims to: (a) explain the fundamental concepts and legal bases of SNED; (b) identify the characteristics and needs of learners with disabilities and developmental delays; (c) apply early identification and classroom-based assessment strategies; (d) design inclusive and differentiated Kindergarten lesson plans; (e) demonstrate appropriate classroom management and behavior-support strategies; (f) utilize inclusive and developmentally appropriate instructional materials; and (g) prepare a Workplace Application Plan for implementing inclusive practices.
3. There are fifty-four (54) selected receiving Kindergarten teacher-participants, eight (8) facilitators, two (2) SDO SNED and Kindergarten focal persons, and four (4) members of the Division Technical Working Group/Program Management Team (TWG/PMT), for a total of sixty-eight (68) personnel, to strengthen the competence of receiving Kindergarten teachers in delivering inclusive and developmentally appropriate instruction responsive to learners with special needs.

Participants	Facilitators	Division TWG/PMT	Total
55	8	6	68



Sunset Boulevard, Dawo, 7101 Dapitan City
0912-617-7243
www.depeddapitancity.net
dapitancity@deped.gov.ph
fb.com/DepEdDapitanCity

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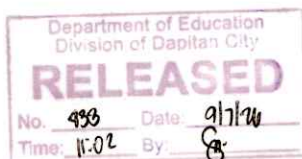


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4. This Memorandum will serve as the official authority for the attendance and participation of the personnel listed in Enclosure No. 1. For inquiries, clarifications, and activity coordination, concerned personnel may contact **Elsa Q. Aranas, PSDS/SNED Focal Person, Curriculum Implementation Division**. Teachers who render eligible service on **September 12, 2026 (Saturday)** shall be granted Service Credits and COC in accordance with DepEd Order No. 013, s. 2024, Revised Guidelines on the **Grant of Vacation Service Credits (VSC)** for teaching participants, and **Compensatory Overtime Credit (COC)** for non-teaching PMTs, subject to the prescribed computation, documentary requirements, and approval by the authorized official. All participants are also instructed to bring their **laptop**; and **extension wire** for various training activities.
5. Expenses related to the conduct of this activity shall be charged against HRD Funds, subject to the usual accounting rules and regulations
6. Immediate and wide dissemination of this Memorandum is desired.

For the Schools Division Superintendent:


AURELIO A. SANTISAS, CESO VI
Assistant Schools Division Superintendent
Office-in-Charge
Schools Division Superintendent



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LIST OF PARTICIPANTS

No.	Name	School
DAPITAN CENTRAL SCHOOLS DISTRICT		
1	Jeddah Mae S. Tabliga	Dapitan City Central School
2	Sheila R. Mercado	Dapitan City Central School
3	Ivy Josefa V. Ferolino	Dapitan City Central School
4	Glenda T. Recamara	Dapitan City Sped Center
5	Alleth D. Galicia	Ma. Cristina Elementary School
6	Fe S. Quimiguing	Dapitan City Experimental Elementary School
7	Almira O. Solatorio	Dapitan City Experimental Elementary School
8	Marifel Faith J. Zason	Capucan ES
9	Marilou B. Mongcupa	Polo ES
10	Rogie H. Villa	Talisay Integrated School
11	Mary Cris Aubrey V. Gahuman	Lawaan ES
BARCELONA SCHOOLS DISTRICT		
12	Marchery A. Trogello	Barcelona Central School
13	Lyra E. Elumbaring	Ilaya ES
14	Rona A. Nestal	Ilaya ES
15	Mary Jane L. Tabangan	Ba-ao ES
16	Jugie C. Caballada	Tamion ES
17	Alma Riza B. Jaralve	Ma. Uray ES
18	Ma. Gina M. Cordua	Diwaan ES
19	Wilmar J. Catipay	Hilltop ES
20	Kendra Maxine C. Juliano	Burgos ES
21	Cherry Meeh D. Baid	Oyan ES
22	Cherrymie E. Sagaral	Yabu ES
BAYLIMANGO SCHOOLS DISTRICT		
23	Tessie S. Balladares	Banbanan Elementary School
24	Cherry Maih E. Abellon	Bacong Elementary School
25	Agnes M. Balucan	Canlucani ES
26	Beverly A. Andag	Carang ES
27	Cristy A. Camerino	Daro Elementary School
28	Sheena Grace C. Jumawan	Oro ES
29	Joan S. Cinco	Guimputlan IS
No.	Name	School
30	Evangelyn C. Tumapon	Napo Elementary School
31	Charie M. Daulong	Sto. Niño ES



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32	Marichan B. Pajartin	Taguilon ES
33	Ermelinda J. Mercado	Taguilon ES
34	Mary Ann Tumapon	Selinog Integrated School
35	Joan S. Cinco	Guimputlan Integrated School
36	Nida A. Sanguial	Kauswagan Integrated School
37	Maricel P. Tuala	Baylimango Central School
38	Charlyn C. balucan	Tag-ulo Elementary School
No.	POTUNGAN SCHOOLS DISTRICT	
39	Hermosilla Michelle C. de los Santos	Potungan Central School
40	Susan S. Vertucio	Aseniero ES
41	Lynne Q. Amarille	Dampalan ES
42	Fey Ann G. Diao	Opao ES
43	Ellen R. Murro	Masidlakon ES
44	Julie S. Cabriana	San Francisco Es
45	Mary Ann J. Gumalal	San Nicolas ES
46	Wilmar N. Gajetela	Sigayan ES
No.	SULANGON SCHOOLS DISTRICT	
47	Melonie B. Calimpon	Sulangon Central School
48	Jay Ann A. Ogarte	Owaon ES
49	Divina E. Quitoy	Antipolo ES
50	Maria Xelty L. Enjambre	Aliguay Integrated School
51	Blanca Mae M. Ballares	Liyang ES
52	Elsa G. Madarieta	Larayan ES
53	Josephine S. Denura	San Vicente ES
54	Rueda H. Fuentes	San Pedro Integrated School
55	Rica S. Tobias	Sicayab ES



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**B. SELECTED FACILITATORS/ SDO SNED AND KINDERGARTEN
 PMT/TWG/WELFARE OFFICER**

No.	Official Full Name	Assigned Topic	School / Office
1	AMILER, DIANA GRACIA FERRAREN	Remembering and concentrating	Dapitan City Sped School
2	BASTASA, HAIDEE ABREA	Physical Disabilities	Dapitan City Sped School
3	DUHAYLUNGSOD, REY DALMAN	Universal Design for Learning	Ilaya National High School
4	FERNANDEZ, TRISHIA OLIS	Socio-emotional and Behavioral Concerns	Dapitan City Sped School
5	JAMOLOD, MA. JEAN RIZA BORBON	Sensorial Impairment	Dapitan City Sped School
6	MEJOS, MARK LEO ARIPAL	ASD and Adaptive Skills	Dapitan City Sped School
7	VIVIENNE DEALA QUIROS	Health Concerns	Dapitan City Sped School
8	RUBIO, ELSIE ELUMBA	Communication Disorder	Dapitan City Sped School
No.	Official Full Name	Role	Office
1	MARY CHRIS S. BALLADARES	Program Manager	HRD and Research (SGOD)
2	ARANAS, ELSA QUIMIGUING	Class Manager	Curriculum Implementation Division
3	RACHO, LUNA LUZ BAJAMUNDE	Documenter/Resource Speaker	Curriculum Implementation Division
4	DR. NUEVA A. ANDAG SEPS	M&E	SMME (SGOD)
5	RENE D. ACABAL EPS-II	Secretariat & Logistics	SMN (SGOD)
6	MARITA S. GABURNO Nurse II	Welfare Officer	Nurse II