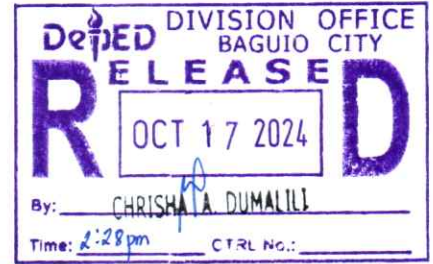




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**SCHOOLS DIVISION OF BAGUIO CITY**



17 October 2024

Division MEMORANDUM  
No. 595-2024

**CONFIRMATION OF PARTICIPATION TO THE CAPACITY BUILDING OF SPECIAL NEEDS EDUCATION (SNED) PROGRAM COORDINATORS**

To: Chief ES, Curriculum Implementation Division  
Public Schools District Supervisors  
School Heads  
Other concerned

1. The Schools Division of Baguio City, through the Curriculum Implementation Division, will be conducting its **Capacity Building of Special Needs Education (SNED) Program Coordinators** on **October 25 and 26, 2024** at the Division Office, 3<sup>rd</sup> Floor Training Hall.
2. As inclusive education becomes more prevalent, SNED coordinators need to be skilled in helping general education teachers accommodate students with special needs.
3. Relative to this, school SNED coordinators are advised to confirm their attendance to the said activity on or before October 18, 2024 by accessing the link, **<https://tinyurl.com/SNEDcapb>**. If unable to participate due to valid reasons, please provide the name of your representative who holds similar qualifications and responsibilities, with the guidance of your school head.
4. See Enclosure for the Training Matrix. An addendum shall be released for final list of participants and other details relevant to the activity.
5. Immediate and wide dissemination of this Memorandum is desired.

  
**SORAYA T. PACULO PhD, CESO VI**  
Schools Division Superintendent *m*



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Enclosure to Division Memorandum No. 595-2024

**TRAINING MATRIX**

Day and Time	Duration	Session	In-Charge/Speaker
Day 1 (October 25, 2024, Friday)			
08:00 am – 08:30 am	30m	Registration	TWG
08:30 am – 09:00 am	30m	Opening Program a. Lupang Hinirang b. Ecumenical Prayer c. DepEd Quality Policy Statement  Welcome & Statement of Purpose  MESSAGE  Overview of the activity	Audio-Visual Presentation  Juliet C. Sannad, CID-Chief ES  Soraya T. Faculo PhD CESO VI Schools Division Superintendent  Sydney Shan M. Cariño EPS, Division SNED Focal
09:00 am – 10:00 am	1h	<b>Session 1:</b> Understanding and Assessing Children with Perceived Special Needs	Dr. Raflyn Manuel-Guillermo
10:00 am – 10:15 am	15m	Health Break	
10:15 am – 12:00 nn	1h45m	continuation of Session 1 Workshop on Session 1	
12:00 nn – 01:00 pm	1h	Lunch Break	
01:00 pm – 02:30 pm	1h30m	<b>Session 2:</b> Review of DepEd Order No. 44, s. 2021: Policy Guidelines on the Provision of Educational Programs and Services for Learners with Disabilities	Rommel S. Manzano Principal III, SPED Center
02:30 pm – 03:00 pm	1h	<b>Session 3:</b> Individualized Education Plan: Enhancing Learning Outcomes of Learners with Special Needs	Agapita K. Base Guidance Counselor  Jocelyn J. Fetiza Guidance Counselor





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03:00 pm – 03:15 pm	15m	Health Break	
03:15 pm – 05:00 pm	1h45m	Continuation of Session 3 Workshop on Session 3	

Day and Time	Duration	Session	In-Charge/Speaker
Day 2 (October 26, 2024, Saturday)			
08:00 am – 08:30 am	30min	Registration	TWG
08:30 am – 10:00 am	30min	<b>Session 4:</b> Understanding Autism Spectrum Disorder and Its Educational Adaptations  Workshop on Session 4	Dr. Bryan V. Catama
10:00 am – 10:15 am	15m	Health Break	
10:15 am – 12:00 nn	1h45m	<b>Session 5:</b> Understanding Intellectual Disability and Its Educational Adaptation  Workshop on Session 5	Dr. Marilyn L. Balmeo
12:00 nn – 01:00 pm	1h	Lunch Break	
01:00 pm – 02:30 pm	1h30m	<b>Session 6:</b> Review of DepEd Order No. 21, 2020: Policy Guidelines on the Adoption of the K to 12 Transition Curriculum Framework for Learners with Disabilities	Sydney Shan M. Cariño, Education Program Supervisor Division SNED Focal Person
02:30 pm – 03:00 pm	30m	<b>Session 7:</b> Crafting of Workplace Application Plan	Sydney Shan M. Cariño,
03:00 pm – 03:15 pm	15m	Health Break	
03:15 pm – 04:30 pm	1h15m	Continuation of Session 7	
04:30 pm – 05:00 pm	30m	Closing Program	TWG