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DEPARTMENT OF EDUCATION
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DATE: 6-23-25

Republic of the Philippines

Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

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SIGNATURE: [Signature]

MEMORANDUM

DM-CT-2025-171

TO : REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
ELEMENTARY AND SECONDARY SCHOOL HEADS
ALL OTHERS CONCERNED

FROM : [Signature] **GINA O. GONONG**
Undersecretary for Curriculum and Teaching

SUBJECT : PARTICIPATION TO THE WORKSHOPS ON THE
DEVELOPMENT, VALIDATION, AND FINALIZATION OF
COLLABORATIVE EXPERTISE LEARNING RESOURCE
PACKAGES ON SPECIAL NEEDS EDUCATION (SNED)
CONTENT AND PEDAGOGY

DATE : May 28, 2025

1. In line with strengthening the implementation of the SNED Program in basic education and fulfilling the provisions of Republic Act 11650, otherwise known as "Instituting a Policy of Inclusion and Services for Learners with Disabilities in Support of Inclusive Education Act", the Department of Education (DepEd), through the Bureau of Learning Delivery – Student Inclusion Division (BLD-SID), will conduct the series of workshops at DepEd ECOTECH, Lahug, Cebu City as follows:

- 1.1 Workshop on the **Development** of Collaborative Expertise Learning Resource Packages on Special Needs Education (SNED) Content and Pedagogy on **June 25-27, 2025**;
- 1.2 Workshop on the **Validation** of Collaborative Expertise Learning Resource Packages on Special Needs Education (SNED) Content and Pedagogy on **July 2-4, 2025**;
- 1.3 Workshop on the **Finalization** of Collaborative Expertise Learning Resource Packages on Special Needs Education (SNED) Content and Pedagogy on **August 13-15, 2025**.

2. These workshops aim to produce a comprehensive set of Collaborative Expertise Learning Resource Packages on SNED Content and Pedagogy,

1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
Direct Line: (632) 8633-7202/8687-4146 E-mail: ouci@deped.gov.ph

in enhancing the professional development of general education teachers in public elementary and secondary schools —serving as **SNED Receiving Teachers**—to effectively support Inclusive Education and implement SNED programs for **Learners with Disabilities** (LWDs). Specifically, it will:

- 2.1 develop collaborative expertise learning resource packages in the form of modules and session guides that will cover a range of crucial SNED topics which will be tailored for general education teachers designated as SNED Receiving Teachers;
 - 2.2 validate and review necessary components of the resource packages to ensure that these materials will be effectively utilized as tools for knowledge-sharing of best practices on SNED content and pedagogy among various education stakeholders; and
 - 2.3 finalize and provide learning resource packages for SNED Receiving Teachers to ensure the effective and efficient conduct of collaborative expertise sessions that promote and implement Inclusive Education Programs, specifically the SNED Programs for Learners with Disabilities in basic education.
3. This Office requests the participation of the identified DepEd personnel listed in **Annex A**, reminding them as well to:
 - 3.1 bring laptops and extension cords if deemed necessary; be guided of the terms of reference provided in **Annex B**;
 - 3.2 be in the venue on the indicated schedule provided in **Annex C**; and
 - 3.3 register no later than **June 24, 2025** through the link: **<https://tinyurl.com/CollabExpertiseSNED>**.
 4. Board and lodging, travel expenses, and other incidental expenses of participants shall be charged against the FY 2025 SNED Program Funds downloaded to the regions subject to the usual accounting and auditing rules and regulations.
 5. Compensatory Time-Off (CTO) shall be granted to the participants in lieu of the workshop day/s falling on either national/local holidays or weekends in accordance with CSC and DBM Joint Circular No. 2, s. 2004.
 6. For inquiries or concerns, please contact the BLD-SID through Mr. Ronald John Inguito or Mr. Bravanti B. Francia, Senior Education Program Specialists, at the email address bld.sid@deped.gov.ph or by telephone at (02) 8637-4346.
 7. Immediate dissemination of and compliance to this Memorandum is desired.

Copy furnished:

MALCOLM S. GARMA
Assistant Secretary
Officer-in-Charge, Office of the
Undersecretary for Operations

1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
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ANNEX A: LIST OF PARTICIPANTS

Region	Development and Finalization Workshops June 25-27, 2025 & August 13-15, 2025		Validation Workshop July 2-4, 2025	
I	Connie Ellen A. Gualberto Principal SDO San Fernando City	Jupiter L. Petilla EPS SDO Pangasinan II	Remilin S. Abrogena EPS SDO Ilocos Norte	Genevieve B. Ugay EPS SDO San Fernando City
II	Genalyn C. Oarde Principal SDO Cagayan	Hilda D. Aragon EPS SDO Nueva Viscaya	Roel C. Seril Master Teacher SDO Isabela	Ignacio Sebastian PSDS SDO Quirino
III	Paquito A. Figuero, Jr. PSDS SDO Olongapo City	Algie Juridico EPS SDO Malolos City	Walter C. Estabillo PSDS SDO Angeles City	Marife Irang SDO Nueva Ecija
IVA	Ma. Benilda A. Ricaplanca Master Teacher SDO Calamba City	Philip Cruz EPS SDO Cabuyao City	Philips T. Monterola EPS-in-Charge/ Regional Office	Christian A. Bautista Master Teacher SDO Calamba City
IVB	Catherine A. Tolentino Head Teacher SDO Calapan City	Lorelei P. Gaspar SNED Teacher SDO Romblon	Gerald S. Rizada EPS Regional Office	Pilipinas G. Ramos Principal SDO Oriental Mindoro
CAR	Nancy C. Rosado Principal SDO Benguet	Melanie Bateria SNED Teacher SDO Tabuk City	Denia O. Tarnate EPS Regional Office	Isable Tanawe SPET SDO Baguio City
NCR	Olivia L. Pagurayan Principal SDO Mandaluyong City	Rosalie R. Condes PSDS SDO Pasay City	Jefferson D. Raymundo Elem. Teacher SDO Quezon City	Simone C. Aspa JHS Teacher SDO Quezon City
V	Juliet C. Curva Principal SDO Naga City	Nonie S. Conda PSDS SDO Legazpi City	Leo Moral EPS SDO Ligao City	Jean Baloloy PSDS SDO Albay
VI	Bimbo Casquite EPS SDO Iloilo	Nicole P. Jocame SPET 1 La Carlota City Sped Integrated School Schools Division of La Carlota City	Joliven S. Maratas Principal SDO Passi City	Rey O. Galicia EPS SDO Himamaylan City
VII	Mary Ann Soriano Principal SDO Cebu City	Chloe S. Garrucha PSDS SDO Cebu Province	Gilda Bancog EPS Regional Office	Maritoni G. Baldespinosa
VIII	Leah M. Quibido Principal SDO Ormoc City	Dioleriano Cacait Jr Principal SDO Calbayog City	Ryan R. Tiu EPS Regional Office	Ulpiana F. Obera Master Teacher SDO Leyte
IX	Arcelitas B. Zamoras EPS SDO Zamboanga del Norte	Elsa Q. Aranas EPS SDO Dapitan City	Nathan Dagohoy Principal SDO Zamboanga Del Sur	Roland O. Englisia Principal SDO Zamboanga Del Sur
X	Romeo V. Balandra II EPS-in-Charge Regional Office	Joanna Ruby L. Presente EPS SDO Misamis Oriental	Metzie P. Balandra SPET SDO Cagayan de Oro City	Fely J. Mustard Principal SDO Iligan City
XI	Jeselyn B. dela Cuesta EPS Regional Office	Luis G. Culaba, Jr EPS SDO Davao Oriental	Lourdes C. Manlapus EPS SDO IGACOS	Nila L. Digal PSDS SDO Tagum City
XII	Cynthia G. Diaz EPS Regional Office	Joane Cher F. Yturalde Principal SDO Sultan Kudarat	Edward Ryan Gulam EPS SDO Sarangani	Hazel Jade Huliganga Master Teacher SDO Sarangani
CARAGA	Elena N. Capangpangan EPS Regional Office	Jennifer Panayandos Principal SDO Agusan del Sur	Ma. Veronica Ivy C. Torre Franca EPS SDO Agusan del Sur	Rowena Calumpang Principal SDO Butuan City

Nothing Follows

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ANNEX B: TERMS OF REFERENCE

Workshops on the Development, Validation and Finalization of Collaborative Expertise Learning Resource Packages on Special Needs Education (SNED) Content and Pedagogy.

1. Technical Working Group (TWG)

- 1.1 The TWG is composed of selected Education Program Specialists from the DepEd Central Office and Resource Persons from Teacher Education Institutions (TEIs). They are identified for their technical expertise and experience in materials development, inclusive education, and policy implementation.
- 1.2 The TWG will provide strategic guidance and oversee the entire process of developing, validating, and finalizing the SNED learning resource packages.
- 1.3 Their role ensures that the materials align with national standards and inclusive education frameworks. They will also coordinate the activities of writers and validators to maintain consistency and quality.
- 1.4 Their leadership is essential in endorsing the final outputs for official use.

2. Writers

- 2.1 Writers are composed of SNED teachers, school principals, education program supervisors, and other field-based implementers of the SNED program. They were selected for their firsthand experience, SNED specialization and deep understanding of inclusive education practices in basic education settings.
- 2.2 Their role is to translate policy and pedagogical concepts into practical, teacher-friendly modules and session guides. They are expected to integrate classroom-based strategies and field-tested approaches into the resource packages. Their participation ensures the content is contextually relevant, inclusive, and grounded in real teaching experiences.
- 2.3 Writers will work closely with the TWG and incorporate feedback from validators to improve their outputs.

3. Validators

- 3.1 Validators are composed of selected general education teachers, SNED teachers, supervisors, and experienced SNED implementers. They were identified based on their classroom experience and involvement in inclusive education initiatives.
- 3.2 Their role is to review and assess the draft materials to ensure accuracy, inclusivity, and usability. They will use validation tools to provide structured, evidence-based feedback for improvement. Their insights are critical in determining whether the resource packages are practical and aligned with the needs of teachers and learners.
- 3.3 Validators will endorse the refined materials for finalization and field implementation. **While some of the validators have formal training, exposure to SNED implementation, or specialized SNED backgrounds, others may not have direct specialization or capacity-building in SNED. This diversity is intentional and strategic. It ensures that the resource packages are not only technically sound of SPED contexts but also accessible and understandable to general education stakeholders who play**

a crucial role in Inclusive Education particularly for the Learners with Disabilities.

ANNEX C: SCHEDULE OF REGISTRATION AND MEAL ARRANGEMENT

Activity	Registration	First Meal	Last Meal
Workshop on the Development of Collaborative Expertise Learning Resource Packages on Special Needs Education (SNED) Content and Pedagogy	7:30AM June 25, 2025	Breakfast June 25, 2025	PM Snacks June 27, 2025
Workshop on the Validation of Collaborative Expertise Learning Resource Packages on Special Needs Education (SNED) Content and Pedagogy	7:30AM July 2, 2025	Breakfast July 2, 2025	PM Snacks July 4, 2025
Workshop on the Finalization of Collaborative Expertise Learning Resource Packages on Special Needs Education (SNED) Content and Pedagogy	7:30AM August 13, 2025	Breakfast August 13, 2025	PM Snacks August 15, 2025