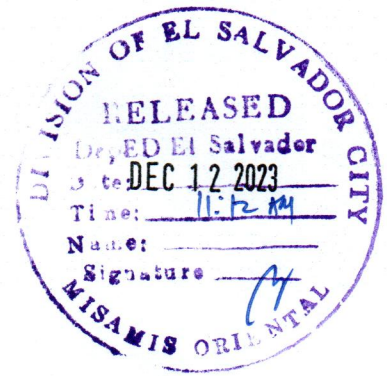




Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY



Office of the Schools Division Superintendent

December 13, 2023

DIVISION MEMORANDUM

No. 546, s. 2023

**PARTICIPANTS ON THE REGIONAL TRAINING ON SPECIAL EDUCATION
CONTENT AND PEDAGOGY FOR GRADE 6 AND SHS RECEIVING
TEACHERS**

To: Assistant Schools Division Superintendent
Chief, Curriculum Implementation Division
SPED TEACHERS, El Salvador City Division
All Others Concerned

1. Regarding the implementation of the Special Education (SPED) Program, there will be a **Regional Training on Special Education Content and Pedagogy for Grade 6 and SHS Receiving Teachers** on December 15-17, 2023, at Hotel Conchita, Guillermo-Yacapin Street, Cagayan de Oro City.
2. The participants are the Grade 6 and SHS receiving teachers with no background in special education.
3. Board and lodging shall be charged against downloaded funds while travel expenses shall be charged against 2023 SPED Program Support Funds and/or local funds, subject to the usual accounting and auditing rules and regulations. The first meal for the participants will be dinner on December 14, 2023, and the last meal will be lunch on December 17, 2023.
4. This Memorandum shall also serve as **Authority to Travel** of the participants. Travel, incidental expenses, and per diem shall be charged to local funds of the schools, subject to the usual accounting and auditing rules and regulations.
5. It is requested that service credit or compensatory time -off (CTO) be granted to the participants in lieu of the training day/s that will fall on either holidays or weekends in accordance with the CSC and DBM Joint Circular No. 2, s. 2004.



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6. Attached is the distribution of the participants.
7. Moreover, this Office adheres to the Equal Opportunity Principle (EOP) in observing all policies and protocol of the said activity. Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
8. For immediate and wide dissemination of this Memorandum.

RANDOLPH B. TORTOLA
Schools Division Superintendent

To be indicated in the Perpetual Index
Under the following subjects:

Curriculum

SPED Program

Training. Teachers, SPED Content and Pedagogy

Re: Regional Training on Special Education Content and Pedagogy
for Grade 6 and SHS Receiving Teachers

CID/lcb



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Attachment No.1 to Division Memorandum No. 546, s. 2023

DISTRIBUTION OF PARTICIPANTS

School	Receiving Teachers Grade 6	School	Receiving Teachers SHS-Grade 12
El Salvador City Central School	Glaiza Estrosas Jericho Mejila	El Salvador City National High school	Loriebel Y. estoque Rena Marie Lumajang Teresita Z. Bastillada
Molugan CS	Amy Arrabaca	Molugan National High School	Janice Calapiz Mar Ann Bete
Taytay ES	Emmariz Jubilan		
Amoros ES	May Amor P. Junayon		
SDO Focal Person	Lina C. Bejiga		



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