



October 22, 2018

**DIVISION MEMORANDUM**

No. 730, s. 2018

**TRAINING OF UNTRAINED SCHOOL HEADS AND PUBLIC SCHOOLS DISTRICT SUPERVISORS ON INCLUSIVE EDUCATION AND MULTI-FACTORED ASSESSMENT TOOLS (MFAT)**

**To: Assistant Superintendents  
Chiefs, CID and SGOD  
Division Supervisors/Coordinators  
District Supervisors/OICs  
Elementary and Secondary School Heads**

1. Attached is Regional Memorandum No. 0767, s. 2018, entitled, “**Training of Untrained School Heads and Public Schools District Supervisors on Inclusive Education and Multi-Factored Assessment Tools (MFAT)**,” to be conducted on November 19-22, 2018 at DepEd RO7 Sub-Office (Dumaguete Ecotech Center), Dumaguete City.
2. Please refer to Enclosure No. 1 of RM No. 0767, s. 2018 for the list of participants and trainers.
3. Expenses for board and lodging and meals of participants to be served by DepEd Ecotech Center shall be chargeable against MFAT funds, while travel and other incidental expenses shall be chargeable against **local school/Division MOOE funds** or other source of funds, subject to the usual accounting and auditing rules and regulations.
4. This Memorandum serves as participants’ and trainers’ Authority to Travel.
5. Immediate dissemination of this Memorandum is desired.

  
**RHEA MAR A. ANGTUD, Ed.D., CESO VI**  
Schools Division Superintendent

Dr. Flores

D577357A



REPUBLIKA NG PILIPINAS  
REPUBLIC OF THE PHILIPPINES  
KAGAWARAN NG EDUKASYON  
DEPARTMENT OF EDUCATION  
REHIYON VII, GITNANG VISAYAS  
REGION VII, CENTRAL VISAYAS  
Sudlon, Lahug, Cebu City



REGIONAL MEMORANDUM

OCT 17 2018

No. 0767 s. 2018

**TRAINING OF UNTRAINED SCHOOL HEADS AND PUBLIC SCHOOLS DISTRICT SUPERVISORS ON INCLUSIVE EDUCATION AND MULTI-FACTORED ASSESSMENT TOOLS (MFAT)**

To: **ALL SCHOOLS DIVISION SUPERINTENDENTS**

1. This office through the Curriculum and Learning Management Division will conduct the Training of Untrained School Heads on Special Education and Multi-factored Assessment Tool (MFAT) on November 19-22, 2018 at Deped RO7 Sub-Office (Dumaguete Ecotech Center), Dumaguete City.
2. The activity aims to
  - a. provide updates on policy and programs on Inclusive Education in the K to 12;
  - b. orient the participants on the use of Contextualized Multi-factored Assessment Tools (MFAT);
  - c. enhance the knowledge and skills of participants in managing an inclusive school and in handling learners with special educational needs;
3. Participants to this training are untrained school heads and public schools district supervisors of the 19 divisions. (Please see Enclosure No. 1)

4. The schedule of meals are as follows:

	First Meal	Last Meal
Trainers	AM Snacks of November 19, 2018	PM Snacks (November 22, 2018)
Training Participants	Dinner of November 19, 2018	Lunch (November 22, 2018)

5. Selected Trainers and facilitators should be at the venue at exactly 9 o'clock in the morning on November 19, 2018 for the pre-activity conference and preparation of the needed materials and the venue. Further, trainers and selected participants are directed to bring with them the following:
  - Laptop/extension cord
  - Pocket wifi
6. Expenses for board and lodging and meals of the participants to be served by DepEd Ecotech Center shall be charged against MFAT funds downloaded to the region while travel and other incidental expenses incurred by the participants are chargeable against local/School/Division MOOE and other source of funds subject to the usual accounting and auditing rules and regulations.

Office of the Director (ORDir), Tel. Nos.: (032) 231-1433; 231-1309; 414-7399; 414-7325; Office of the Assistant Director, Tel. No.: (032) 255-4542  
 Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324 Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323  
 Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071 Human Resource Development Division (HRDD), Tel. No.: (032) 255-5239  
 Education Support Services Division (ESSD), Tel. No.: (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9030,  
 414-7065 Administrative Division, Tel. Nos.: (032) 414-7326; 414-4367; 414-7366; 414-7322; 414-4367  
 Finance Division, Tel. Nos.: (032) 256-2375; 253-8061; 414-7321

7. Immediate dissemination of and compliance with this Memorandum is directed.



SALUSTIANO T. JIMENEZ, CESO VI  
OIC-ASSISTANT REGIONAL DIRECTOR  
JULIET A. JERUTA, PH. D., CESO IV  
Director IV

Jnj/snj/EBE/ggb  
CLMD'18

DIVISION	Number of Participants	DIVISION	Number of Participants
BOGO	Dr. Felipa Mantos Mrs. Jesicca Lipon Mrs. Grace Arnoco Mrs. Fritzie Alino	SIQUIJOR	Mr. Melchor Cenas Mr. Enrico Zerra – PSDS Mrs. Bernadita Suan – PSDS Mrs. Genivieve Aso - PSDS
BOHOL	Dr. Carmela Restificar Mr. Florido Polinar Mr. Bobby Montes Mrs. Praxedes Garcia Mrs. Juniver Cabrera Mrs. Pamela Cenita +1 school head	TAGBILARAN CITY	Mrs. Erlinda Puangang Mrs. Dioscora Sayon Mrs. Aimee Amistoso Mrs. Beatriz Incog
CARCAR	Mrs. Teotima Paningsoro Mrs. Judith Alcuirez Mrs. Rizalina Flores Mr. Christian Nabella	TALISAY CITY	Mr. Rogelio Talisay Dr. Rhodafel Palmitos – PSDS Mr. Reynold Singco – PSDS Dr. Cecilia Lastimosa - PSDS
CEBU CITY	Dr. Celestina Gohetia Mr. Ronald Llerin Mrs. Cerelina Llerin Mrs. Jesicca Abayon Mr. Juan Damasceno Villaver +2 school heads	TOLEDO CITY	Dr. Imelda Almiran Dr. Chona Juarez Mrs. Lorna Mahilum Mrs. Zendea Taran
CEBU PROVINCE	Mrs. Maria Elena T Paras Mr. Carmelito Tolomia – PSDS Mr. Eliseo Leones – HT Mrs. Josephine Villarín – Principal Mr. Ronie Mondejar – Principal Mrs. Elona Montebon – HT Mr. Benedicto Dona – Principal Mr. Ariel Andales – HT Mrs. Chona Bayang - Principal	NEGROS ORIENTAL	Ms. Kathrine Sedillo Mrs. Delia Alanano Mrs. Macrina Villaluz Mrs. Louiella Bugtillo Mrs. Rica Lou Amahit Mr. Enriqueito Tepacia Mrs. Melba Real +1 school head
DANAOG CITY	Ms. Araceli Laude Mrs. Susana Lawas – PSDS Mrs. Maria Arenas – PSDS Mrs. Helen Almacen – PSDS	DUMAGUETE CITY	Dr. Neileen Wale Mr. Noel Bayno – SH Mrs. Julieta Olasiman - SH Mrs. Cynthia Visperas - SH
LAPU-LAPU CITY	Dr. Lucia Zapantia Mrs. Fe Gultiano – PSDS Mrs. Mariza Maglangit – PSDS Mrs. Rebecca Toring – Principal +1 school head	BAYAWAN CITY	Dr. Anabella Eva Mr. Jay Garry Targente- PSDS Mr. Felipe Magsipoc – SH Mrs. Hilda Gotladera - SH
MANDAUE CITY	Dr. Robert Gallardo Dr. Ronil Manayon – PSDS Mrs. Rufa Abanid – Principal Mrs. Alma Bardoquillo – Principal Dr. Delia Minoza Mrs. Alma Bardoquillo	TANJAY CITY	Mrs. Wendisprinda Silva Mrs. Anabelle G. Comello Mr. Adonis A. Torres Mr. Nestor S. Jadraque
CITY OF NAGA	Mrs. Liezel Layasan Mrs. Melchora Alferez – Principal Mrs. Evangelina Largo – Principal Mrs. Jennifer Acedillo – Principal	BAIS CITY	Mrs. Cristina Domocol Mrs. Salvacion Adana Mrs. Elisa Sevilla Mr. Ramonito Cortez
GUIHULNGAN CITY	Mrs. Joesebel Lasconia Mrs. Bebian Morales Mrs. Odille Erojo Mrs. Lourdes Fernandez		

**PROGRAM MANAGEMENT TEAM AND TRAINERS**

	<b>NAME</b>	<b>DESIGNATION</b>	<b>STATION</b>
1.	Dr. Emiliano Elnar, Jr.	CLMD Chief	RO7
2.	Dr. Grecia Bataluna	CID Chief	Cebu City
3.	Dr. Mary Ann Flores	CID Chief	Cebu Province
4.	Dr. Genda De Gracia	CID Chief	City of Naga
5.	Dr. Judith Mapue	CID Chief	Dumaguete City
6.	Dr. Lorenzo Arcon	CID Chief	Bayawan City
7.	Dr. Gilda G. Bancog	EPS	RO7
8.	Dr. Neileen Wale	EPS	Dumaguete City
9.	Dr. Anabella Eva	EPS	Bayawan City
10.	Dr. Robert Gallardo	EPS	Mandaue City
11.	Dr. Lucia Zapanta	EPS	Lapulapu City
12.	Dr. Celestina Gohetia	EPS	Cebu City
13.	Ms Kathrine Sedillo	EPS	Negros Oriental
14.	Mrs. Melba Real	Principal	Negros Oriental
15.	Dr. Imelda Almiran	EPS	Toledo City
16.	Mrs. Liezel Layasan	EPS	City of Naga

**TRAINING OF UNTRAINED SCHOOL HEADS AND PSDS ON INCLUSIVE EDUCATION AND  
MULTIFACTORED ASSESSMENT TOOL**

Deped RO7 Sub-Office, (Dumaguete Ecotech Center) Dumaguete City  
November 19-22, 2018

**TRAINING MATRIX**

TIME	DAY 0	DAY 1	DAY 2	DAY 3
7:45 – 8:00	<b>MANAGEMENT OF LEARNING</b>			
8:00-10:00	Travel time	Opening Program c/o Dumaguete City Division Levelling of Expectation	Global Trends on Inclusive Education Dr. Grecia Bataluna	Multi-factored Assessment Tool Mrs. Maria Elena Paras
10:00 – 12:00		Inclusive Education Policy Framework in the K to 12 Dr. Emiliano Elnar Jr.	Strategic Planning Development and Implementation of Inclusive Education Dr. Genda De Gracia	<b>BEST PRACTICES IN INCLUSIVE EDUCATION</b> Dr. Celestina Gohetia
12:00 – 1:00		<b>LUNCH BREAK</b>		
1:00 – 3:00		SPED Policy Framework/Policy Provisions Dr. Neileen Wale	Diversity UDL Assessment Dr. Lorenzo Arcon	<b>OPEN FORUM Closing</b>
3:00 – 5:00	Arrival/Registration	Leading and Managing Inclusive Education Dr. Mary Ann Flores	Walkthrough on the Handbook for LSEs Dr. Neileen Wale	Home Sweet Home
5:00-6:00		<b>BEST PRACTICES IN INCLUSIVE EDUCATION</b> Dr. Lucia Zapanta	<b>BEST PRACTICES IN INCLUSIVE EDUCATION</b> Dr. Robert Gallardo	