



Republic of the Philippines
Department of Education
REGION III - CENTRAL LUZON
SCHOOLS DIVISION OFFICE - SCIENCE CITY OF MUÑOZ

July 16, 2023

SCHOOLS DIVISION MEMORANDUM

No. 230, s. 2023

DIVISION ORIENTATION ON THE UTILIZATION OF THE SPECIAL NEEDS ASSESSMENT TOOLS FOR LEARNERS WITH DISABILITIES (LWDs)

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Schools Division Coordinator for Inclusive Education
All Public Elementary and Secondary School Heads
All Others Concerned

1. In accordance with the Regional Memorandum No. 369, s. 2024, titled **Utilization of the Special Needs Assessment Tools for Learners with Disabilities (LWDs)**, this office announces the conduct of orientation on the guidelines before the utilization of the tools by the Special Education (SPET) Teachers, receiving teachers and general education teachers for learners with manifestation of special education needs on July 19, 2024, 8:00 a.m. at Muñoz National High School Main-Junior High School Conference Hall.
2. The activity aims to provide SPET, receiving teachers and general education teachers with valuable insights into the unique needs, strengths and challenges of each learner that could help them identify the additional support, accommodation and instructional adjustments to ensure that learners are making meaningful progress toward achieving educational objectives.
3. The participants to this activity are the SPET and the registered receiving teachers of all public elementary, secondary and integrated schools in the google sheet to be filled out by the School Heads.
4. This Memorandum shall serve as the Authority to Travel of the participants chargeable against the School MOOE. Participants shall bring their own provision of snacks.
5. Enclosed to this memorandum are the following:
Enclosure No. 1: Division Program Management Team and Division Technical Working Group
Enclosure No. 2: Matrix of Activity
6. For queries and concerns, you may contact the Schools Division Coordinator for Inclusive Education, Joanna Marie D. Torda, through email address: joannamarie.torda@deped.gov.ph or through cellphone number 09171529632.



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7. Immediate dissemination of this Memorandum is earnestly desired.


JOHANN N. GERVACIO PhD, CESO V
Schools Division Superintendent

Encl: as stated
Reference: RM No. 369, s.2024
To be indicated in the Perpetual Index
under the following subjects:

UTILIZATION OF SNED ASSESSMENT TOOL

CID/SDC-JDT- Utilization of SNED Assessment Tools
01/ July 16, 2024





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Enclosure to No. 1 to Schools Division Memorandum No. _____, s. 2024

Program Management Team

Consultants: **JOHANNA N. GERVACIO PhD, CESO V**
Schools Division Superintendent

RONILO E. HILARIO
Asst. Schools Division Superintendent

Chair: **LARRY B. ESPIRITU PhD**
Chief ES, CID

Co-Chair: **JOANNA MARIE D. TORDA**
Schools Division Coordinator on Inclusive Education

Members: **MARIANNE C. CORONEL**
Medical Officer III

LAMBERTO P. CORPUZ
SEPS-M&E

CYRIL S. TALUSAN
SEPS-HRD

Technical Working Group

Chairman: **JENIFER V. MANGAHAS**

Members: **EMILY I. FERNANDEZ PhD**
PEPITO A. DE GUZMAN
MA. LOURDES A. DINGLE
MARIVIC P. RAYOS
MILANY S. JACINTO



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Enclosure to No. 2 to Schools Division Memorandum No. _____, s. 2024

**DIVISION ORIENTATION ON THE UTILIZATION OF THE SPECIAL NEEDS
 ASSESSMENT TOOLS FOR LEARNERS WITH DISABILITIES (LWDs)**

MATRIX OF ACTIVITY July 19, 2024 7:45 a.m.	
7:45-8:00 a.m.	Registration of Participants
8:00-8:30 a.m.	Opening Program Prayer (AVP) Makabayan Song (AVP) Roll Call of Participants Statement of Purpose Larry B. Espiritu PhD Chief ES-CID Message Johanna N. Gervacio PhD, CESO V Schools Division Superintendent Ronilo E. Hilario, CESO VI Asst. Schools Division Superintendent
8:30-8:45 a.m.	Overview on the Guidelines of SNED Assessment Tools Joanna Marie D. Torda Schools Division Coordinator on Inclusive Education
8:45-9:45 a.m.	Guidelines in the Utilization of Behavioral Assessment Tool Marivic P. Rayos SPET I Joanna Marie D. Torda Schools Division Coordinator on Inclusive Education
9:45-10:00 a.m.	Health Break
10:00-10:30 a.m.	Continuation on the Guidelines in the Utilization of Behavioral Assessment Tool
10:30-11:00 a.m.	Guidelines in the Utilization of Developmental Assessment Tool Emily I. Fernandez Phd School Principal IV Milany S. Jacinto SPET I



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11:00-11:30 a.m.	Guidelines in the Utilization of Learning Competencies Checklist LEILANI D. TIDALGO EPS I Evangeline A. Pascual Teacher III
11:30-12:00 noon	Ways Forward/Closing Remarks Joanna Marie D. Torda Schools Division Coordinator on Inclusive Education