



Republic of the Philippines
Department of Education

REGION III - CENTRAL LUZON
SCHOOLS DIVISION OFFICE - SCIENCE CITY OF MUÑOZ

04 November 2024

SCHOOLS DIVISION MEMORANDUM

No. 367, s. 2024

**CONDUCT OF FORMAL ASSESSMENT FOR LEARNERS WITH SPECIAL
EDUCATION NEEDS (LSEs)**

To: Assistant Schools Division Superintendent
CID Chief Education Supervisor
Schools Division Coordinator for Inclusive Education
All Public Elementary and Secondary Schoolheads
All Others Concerned

1. In line with DepEd Order No. 42, s. 2021 re: Guidelines on the Utilization of Program Support Funds (PSF) for Special Education Program and DepEd Order No. 44, s. 2021 re: Policy Guidelines on the Provision of Educational Programs and Services for Learners with Disabilities in the K to 12 Basic Education Program, this Office announces the conduct of Formal Assessment for Learners with Special Education Needs (LSEs) on November 14-15, 2024 at the SDO Teachers Hall.
2. The results of the assessment shall provide critical insights into the cognitive, emotional, behavioral, and social abilities of learners with manifestations of special education needs. It will also serve as the primary basis for determining the most appropriate learning placement and Individual Education Plan (IEP) designed for LSEs.
3. All schools with downloaded PSF for SNED are highly encouraged to utilize their fund primarily for the assessment of LSEs.
4. Enclosed in this memorandum are the following:
 - a. Enclosure No.1: List of Schools with Program Support Fund and Number of LSEs for Psycho-Developmental Assessment
 - b. Enclosure No. 2: Schedule of Assessment Per Cluster
5. There will be an online orientation with the advisers, receiving teachers, and parents of LSEs on November 5, 2024 at 9:00 a.m. via google meet link <https://tinyurl.com/33hs8pua>.
6. For queries and concerns, please communicate with the Schools Division Coordinator for Inclusive Education, Miss Joanna Marie D. Torda, through her email address joannamarie.torda@deped.gov.ph or cellphone number 09171529632.



Loyal, Excellent, Accountable and Dedicated to Service

Address: Brgy. Rizal, Science City of Muñoz, 3119

Telephone No.: (044) 806 -2192; Email Address: munozscience.city@deped.gov.ph

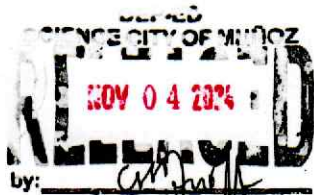
DSCM-QMS-QMR-QSF-001 Rev.03 (01.31.20)

Certificate No. 50500731 QM15



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

5. Immediate dissemination of this Memorandum is earnestly desired.



JOHANNA N. GERVACIO PhD, CESO V
Schools Division Superintendent

Encl: as stated
Reference: DO No. 44, s. 2021
DO No. 42, s. 2021

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

UTILIZATION OF SNED PSF

CID/SDC-JDT- CONDUCT OF FORMAL ASSESSMENT FOR LEARNERS WITH SPECIAL EDUCATION NEEDS (LSEnS)
04/November 4, 2024



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

Enclosure No. 1 to Schools Division Memorandum No. 367, s. 2024

**List of Schools with Program Support Fund and Number of LSENS for
Psycho-Developmental Assessment**

No.	School	PSF to be downloaded (Amount)	No. of LSENS for Formal Assessment (Psycho-Developmental Assessment)
1.	Bagong Sikat ES	5000	1
2.	Bantug ES	5000	2
3.	Bical ES	5000	1
4.	Cabisuculan ES	5000	0
5.	Calabalabaan ES	5000	0 (for VI Assessment)
6.	Calisitan ES	5000	2
7.	Catalanacan ES	5000	1
8.	Curva ES		0
9.	DepEd-CLSU E (Lab.) ES	5000	2
10.	Franza ES	5000	0
11.	Gabaldon (Elem)	10000	4
12.	Gabaldon(Secondary)	6000	3
13.	Gabaldon (SHS)		0
14.	Gov. Eduardo L. Josen MS	5000	2
15.	Licaong ES		0
16.	Linglingay ES	10000	6
17.	Maligaya IS	5000	1
18.	Magtanggol (Elem.)	5000	3
19.	Magtanggol (Secondary)	3000	1
20.	Magtanggol (SHS)		0
21.	Mangandingay ES	5000	2
22.	Mapangpang ES		0
23.	Maragol (Elem)	5000	1
24.	Maragol (Secondary)		0
25.	Maragol (SHS)		0
26.	Munoz Central School	35000	7
27.	MNHS Main-JHS	**20000	0
28.	MNHS Main-SHS	**6000	2
29.	MNHS Annex -JHS	**20000	0



Republic of the Philippines
Department of Education

REGION III - CENTRAL LUZON
SCHOOLS DIVISION OFFICE - SCIENCE CITY OF MUÑOZ

30.	MNHS Annex -SHS		0
31.	Munoz North CS	55000	18
32.	Naglabrahan PS		0
33.	Palusapis (Elem)	10000	5
34.	Inday Melencio NHS (Secondary)	3000	1
35.	Inday Melencio NHS (SHS)		0
36.	Pandalla ES	10000	0
37.	Rang-ayan ES	5000	1
38.	Ricardo V. Adriano ES	5000	1
39.	Rizal ES		0
40.	San Andres ES		0
41.	San Antonio Elem		0
42.	San Antonio (Secondary)		0
43.	San Antonio (SHS)		0
44.	San Felipe ES	5000	0
45.	Sapang Cauayan ES		0
46.	Tekila Grace DV Alvarez		0
47.	Villa Cuizon ES	5000	2
48.	Villa Isla ES	5000	3
49.	Villa Nati ES		0
50.	Villa Santos ES	5000	0
			(for VI Assessment)
		Total	72
** Separate SARO			



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

Enclosure No. 2 to Schools Division Memorandum No. 367, s. 2024

Schedule of Assessment

Date	Time	School
November 14, 2024	8:00-9:00 a.m.	Bagong Sikat ES (1) Bantug ES (2)
	9:00-10:00 a.m.	Bical ES (1) Calisitan ES (2) Catalanacan (1)
	10:00a.m.-11:00 a.m.	DepEd-CLSU ES (2)
	11:00-12:00 noon	Gabaldon (Elem.) (4) Gabaldon (Secondary) (3) Gov ELJ MS (2)
	1:00-2:00 p.m.	Maligaya ES (1)
	2:00-3:00 p.m.	Linglingay ES (6) Mangandingay ES (2)
November 15, 2024	3:00-4:30 p.m.	Maragol (Elem.) (1) Munoz Central (7) MNHS-Main SHS 2)
	8-00 a.m.-12:00 noon	Inday Melencio (JHS) (1) Munoz North CS (18)
	1:00-2:00 p.m.	Rang-ayan ES (1) RV Adriano ES (1) Palusapis ES (5)
	2:00-3:00 p.m.	Villa Cuizon ES (2) Villa Isla ES (3)
	3:00-4:30 p.m.	Magtanggol ES (3) Magtanggol JHS-(1)