



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI

30 Sep 2025

DIVISION MEMORANDUM

CID-2025-303

KIAMBA 1 DISTRICT SEMINAR WORKSHOP ON THE ADMINISTRATION OF
CONTEXTUALIZED SPECIAL NEEDS EDUCATION (SNED) ASSESSMENT TOOL TO
IDENTIFY LEARNERS WITH DIFFICULTIES

To: Public Elementary and Secondary School Heads
All other concerned

1. In line with the implementation of Special Needs Education, Kiamba 1 District will conduct a Roll-out for the Seminar Workshop on the Administration of Contextualized Special Needs Education (SNED) Assessment Tools to Identify Learners with Difficulties at Kiamba Central School SPED Center Gymnasium on October 9-10, 2025.
2. The activity aims to:
 - a. equip participants with the knowledge and skills necessary to effectively administer contextualized SNED assessment tools in identifying learners with learning difficulties across diverse educational settings;
 - b. enhance participants' understanding of the principles, procedures, and interpretation of SNED assessment results to support appropriate educational planning and interventions for learners with special needs; and
 - c. promote the consistent and accurate documentation and reporting of SNED assessment outcomes to guide referral processes, individualized instruction, and inclusive education practices in schools.
3. Participation shall observe the **no-disruption-of-classes policy** (DO No. 9, s. 2005) and the **guidelines on off-campus activities** (DO No. 66, s. 2017).
4. Enclosed are the **List of Participants and Technical Working Group (TWG)** and the **Activity Matrix** for reference.
5. A **registration fee of ₱180.00 per participant** will be collected to cover event expenses. Additional costs, if any, shall be charged against local funds, subject to existing auditing rules and regulations.
6. For inquiries, contact **German Piamonte, Kiamba 1 OIC-DPIC** at 09213962681.



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7. Immediate dissemination of this Memorandum is desired.

RUTH L. ESTACIO PhD, CESO V
Schools Division Superintendent

Encl.: As stated

Reference: As stated

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

PROGRAMS

John Jerson P. Constantino/CID/MLA – kiamba 1 district seminar workshop on the administration of contextualized special needs education (sned) assessment tool to identify learners with difficulties

0924/September 30, 2025



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List of Participants

1	KIAMBA CENTRAL SCHOOL SPED CENTER	JOSEPHINE M. VELASCO
2		JOSEPHINE R. YBAÑEZ
3		JENNIFFER G. BADUA
4		AMELIA P. SACASAC
5		JULIET G. NABOR
6		DYNA DEE C. BORROMEO
7		BERNADETH E. BAIGAN
8		EMILY L. VIVIT
9		ERMA B. ALERE
10		ANALYN B. CORTEZ
11		SUSANA T. SARDILLA
12		MARILOU H. MARTINEZ
13		TERESITA BALITON
14		MAY ANN R. PASCUA
15		MAYRAFLOR A. ABARQUEZ
16		MYRNA J. ALEGRE
17		FEBE C. MARABULAS
18		MARIA NATALIE N. PINTO
19		JUVY C. LABAJO
20		MARIE E. MORENO
21		AIREN T. RAMOS
22		EMELYN G. LOGARTA
23		NANCY P. GARCIA



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24		RAUBIJANE THERESE O. MURALLON
25		JENNY C. DE CELIS
26		WILMA A. REBOLLOS
27	G.E. ANTONINO MEMORIAL ELEMENTARY SCHOOL	BLESSING GAY J. USMAN
28		LORJELYN G. PIQUERO
29		CELINA THEA E. ESPINO
30	CABADING ELEMENTARY SCHOOL	NHOR-LAN C. LAGUALAM
31		CHONA S. PALOMARES
32		ANABELLE C. GULMATICO
33	SALAKIT ELEMENTARY SCHOOL	SHERLIN JEAN I. PEDUCA
34		IRENE E. JACOB
35		CHARMAINE JANE E. ALBELLAR
36		JOEDAIS N. AMPATUA
37		JEZER N. CORPUZ
38		XYDIL JANE P. INIBA
39	BOCAY-IL ELEMENTARY SCHOOL	LYCEL JANE R. NAPILA
40		MELANIE L. CATOTAL
41		JEWEL JOY R. DUMLAO
42		CARAFATE Q. BAHALA
43	PLATON ESPERANZA TAGUDING ELEMENTARY SCHOOL	MELODY M. CARUDIN
44		MARY GRACE L. PASAMANERO
45		ROXAN Q. PASCUA
46	GREEN VALLEY INTEGRATED SCHOOL	FIR IAN L. LUMAGSAO
47		HASNIRA S. ADAM
48		ORISSA P. UNTAL



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49	TABATONG ELEMENTARY SCHOOL	DAISY MARIE R. YBAÑEZ
50		CHERRYL A. LIMAS
51	BANATE IP SCHOOL	RYAN Q. DULLETE
52	MAMANGOS MAULANA KANDOG ELEMENTARY SCHOOL	AGATHA LEE N. PACIS
53		JEMMIEMA D. BAUTISTA
54		SANDRA M. BENITO
55	TABLAO ELEMENTARY SCHOOL	MICHELENE M. CORTEZ
56		GELUZVIMINDA L. GAGARIN
57		MARIE ANTONETTE R. ADLAWAN
58	SALAKIT NATIONAL HIGH SCHOOL	APRIL JANE L. CABRERA
59		LIZA B. MENGUETA
60		XYRIX B. GAPASIN
61	KIAMBA NATIONAL HIGH SCHOOL	CHARIFEL P. NORO
62		QUEENIE MACBEROL
63		MARLYN CASUYON
64		DARLIE ALTAMIA
65		MARIKIT CORNELIO
66		RITCHEL MAE SITONES
67		JANINE OBEDENCIO
68		NORPA SALATAN
69		EMIE ROSE GACAL
70		JOHN MARK SIACOR
71		REMELITA R. HIDALGO
72		REGINE PHOELEA MAE F. DEL CARMEN
73		NORTACHU L. DUQUE



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74	SECRETARIAT	KRYSSA MAE V. PADRE-I
75		KIMBERLIE M. BALBUENA
76	SCHOOL HEAD	ROMEO V. PEDRIGOSA

Program Management Team

Role	Name	Position
Over all chairman	ROMEO V. PEDRIGOSA	Principal
Program Manager/Proponent	RAUBIJANE THERESE O. MURALLON	Master Teacher I
Resource Person	JENNY C. DE CELIS	SPET-III
Resource Person	WILMA A. REBOLLOS	SPET - II
Resource Person	XYDIL JANE P. INIBA	Teacher - III
Resource Person	CARAFATE Q. BAHALA	Teacher - I
Resource Person	NORTACHU L. DUQUE	Teacher - I
Resource Person	RAUBIJANE THERESE O. MURALLON	Master Teacher I
TWG-Secretariat/Finance	KRYSSA MAE V. PADRE-I	ADAS - II
	KIMBELIE M. BALBUENA	PDO - I



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Activity Matrix

Title: **RE – ECHO WORKSHOP: IDENTIFYING LEARNERS WITH SPECIAL NEEDS (SNED) THROUGH CONTEXTUALIZED ASSESSMENT TOOL**

Date: **OCTOBER 9 – 10, 2025**

Time	Activity	Person In-charge
Day 1 (October 9, 2025)		
7:00am -7:30am	Arrival	PMT/TWG
7:30am-8:00am	Opening Program	
8:00am-9:30am	Child Journey and History	Xydil Jane P. Iniba, T – III
9:30am – 10:30am	Multiple Intelligences Checklist	Raubijane Therese O. Murallon, MT – I
10:30am – 12:00noon	Adaptive Functional Checklist	Jenny C. De Celis, SPET – III
12:00noon – 1:00pm	L U N C H	
1:00pm – 2:00pm	Hearing Difficulty Checklist	Nortachu A. Duque, T – 1
2:00pm – 3:00pm	Child Behavior and Emotional Assessment Tool	Carafate Q. Bahala, T – 1
3:00pm – 4:00pm	Difficulty in Seeing Checklist	Wilma A. Rebollos, SPET – II
4:00pm – 5:00pm	Developmental Milestone Checklist	Raubijane Therese O. Murallon, MT – I
Day 2 (October 10, 2025)		
7:30am – 8:00am	Management of Learning	PMT / TWG
8:00am – 9:30am	Applying Adaptive Skills Assessment Tool	Jenny C. De Celis, SPET III
9:30am – 10:30am	Learning Difficulty Checklist	Wilma A. Rebollos, SPET – II
10:30am – 12:00noon	Communication Difficulty Checklist	Carafate Q. Bahala, T – 1
12:00noon – 1:00pm	L U N C H	
1:00pm– 2:30pm	Cognitive Skills Functional Checklist	Nortachu A. Duque, T – I
2:30pm – 4:00pm	Parent and Teacher Information Checklist	Xydil Jane P. Iniba, T – III
4:00pm – 4:30pm	Closing Program	PMT / TWG

**Note: The activity matrix can be adjusted depending on the flow of activities and the number of days and hours to be utilized and the number of resource speakers who will deliver the topics.*



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BUDGETARY REQUIREMENTS FOR RE - ECHO WORKSHOP: IDENTIFYING
LEARNERS WITH SPECIAL NEEDS (SNED) THROUGH CONTEXTUALIZED
ASSESSMENT TOOL

Total Participants

School Head - 1
Resource Speaker - 6
Participants - 67
ADAS - 1
PDO - 1

TOTAL Participants - 76

Registration per Participants - 180.00

Expenses	Amount	Total
Printing and Reproduction	30.05 (67 Pax)	2, 550.00
Office Supplies	14.92 (67 Pax)	1, 000.00
Tarpaulin	6.71 (67 Pax)	450.00
Honoraria	500.00 (6 Pax)	3, 000.00
Meals and Snacks	500.00 (9 Pax)	4, 500.00
TOTAL		11, 500.00