



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
Schools Division of Bohol

Office of the Schools
Division Superintendent

June 16, 2025

DIVISION MEMORANDUM

No. **356** s. 2025

To: Assistant Schools Division Superintendent
Chief, CID and SGOD
All Others Concerned

**UPSKILLING OF SPECIAL NEEDS EDUCATION (SNED) TEACHERS AND
SCHOOL LEADERS ON SNED CONTENT AND PEDAGOGY**

1. This office through the Curriculum Implementation Division (CID) will conduct an "Upskilling of Special Needs Education (SNED) Teachers and School Leaders on SNED Content and Pedagogy" on **June 24-26, 2025** at Reyna's the Haven and Gardens, Cogon District, Tagbilaran City.
2. This activity aims to equip teachers and school leaders with comprehensive knowledge and skills in Special Needs Education (SNED) content and pedagogy, enabling them to implement inclusive practices and tailored instructional strategies that effectively support the academic and social development of students with special needs.
3. Participants in this upskilling are all teachers of the four Inclusive Learning Resource Centers (ILRC) of SDO Bohol. (Sagbayan CES, Jagna CES, Loon South CES, Talibon 1 CES) and all school heads in the districts where ILRCs are located both elementary and secondary. Please see Enclosure (Distribution of the Number of Participants). This is a live-in activity in which the first meal is breakfast on June 24 and the last meal is dinner on June 26.
4. Transportation and other incidental expenses relative to its conduct is chargeable to School MOOE or other funds while food and accommodation is chargeable to SNED PSF 2024, subject to the usual COA auditing requirements, rules and regulations.
5. This memorandum serves as **Travel Order**.
6. Immediate and wide dissemination of this Memorandum is desired.


FAY C. LUAREZ EdD, PhD TM, CESO VI
OIC-Schools Division Superintendent

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No. of participants per District

	TEACHERS	TO ATTEND		ILRC PRINCIPALS	ILRC PSDS	ELEM PRINCIPALS	TO ATTEND		SEC PRINCIPALS	Add'l 1 Grader Teacher	TOTAL PAX
JAGNA	8	7	Rea PMT	1	1	10	10		4	1	24
LOON SOUTH	7	5	Cheryl, Nueva Nin PMT	1	1	5	5		2	1	15
SAGBAYAN	6	4	Amber, Fe PMT	1	1	10	9	Jeffrey PMT	3	1	19
TALIBON 1	6	5	Elvie PMT	1	1	11	11		4	1	23
	27	21		4	4	36	35		13	4	81