



Republic of the Philippines
Department of Education
REGION IX – ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF ZAMBOANGA SIBUGAY

DepEd, Division of Zamboanga Sibugay	
RECORD SECTION	
NO: _____	TIME: 5:15 PM
BY: _____	DATE: Dec 05 2025
RELEASED	

December 5, 2025

DIVISION MEMORANDUM
No. 653 S, 2025

**DIVISION TRAINING WORKSHOP ON INDIVIDUALIZED EDUCATION PROGRAM
(IEP) FOR LEARNERS WITH SPECIAL NEEDS**

TO: All Elementary and Secondary Public School Heads
All Teachers Concerned
All Others Concerned
This Division

1. Per RM-539 dated September 25, 2024 and pursuant to the provisions of Republic Act 11650, otherwise known as *"Instituting a Policy of Inclusion and Services for Learners with Disabilities in Support for Inclusive Education Act"*, Zamboanga Sibugay Division will conduct **Division Training Workshop Individualized Education Program (IEP) for Learners with on December 12-14, 2025** at Sibugay Grand Plaza Hotel. The scheduling of the activity on weekend dates aligns with the confirmed availability of the Sibugay Grand Plaza Hotel's function halls and training facilities.

2. The venue's weekend booking arrangements also offer more flexible package options and reduced logistical constraints, enabling the Division to secure an appropriate and adequately equipped venue while ensuring prudent and cost-efficient utilization of program funds.

3. This Division training aims to:

- gain a deep understanding of the purpose, legal requirements, and key components of IEPs, ITPs, and BIPs, including their roles in supporting learners with special needs.
- create IEPs, ITPs and BIPs that set measurable and attainable goals based on the individual strengths, challenges, and needs of each learner.
- develop methods for ongoing monitoring and evaluation of IEPs, ITPs, and BIPs to ensure that the programs remain relevant and effective in meeting the changing needs of learners.
- train other educators in their regions on the effective development and implementation of IEPs, ITPs, and BIPs, thereby ensuring the widespread adoption of individualized programs

4. The SNED receiving teachers and the school heads of SNED-implementing schools (see Annex A) are advised to bring laptop, extension wires, and any other materials needed for the work sessions.



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5. Participants are advised to be at the venue before 7:30 AM on Day 1, December 10, 2025. Check in time is at 2:00 PM on the same day. However, the first meal to be provided is breakfast of Day 1.
6. Teaching and non-teaching personnel attending the said workshop shall be granted service credits in accordance with DepEd Order No. 53, s. 2003 (Updated Guidelines on the Grant of Vacation Service Credits to Teachers), or compensatory time-off (CTO) pursuant to CSC-DBM Joint Circular No. 2, s. 2004 (Non-Monetary Remuneration for Overtime Services), whichever is appropriate and applicable.
7. In addition, concerned school heads and teachers are directed to implement appropriate measures to ensure the continuity of learning activities during the absence of the identified participants attending the training.
8. Transportation and other incidental expenses of the participants shall be charged to MOOE/School Local Funds in compliance with internal accounting and auditing rules and regulations.
9. For compliance with information and guidance.

VIRGILIO P. BATAN JR., CESO V
Schools Division Superintendent

For the Schools Division Superintendent


DR. OLIVER B. TALAOC
SGOD Chief
In – Charge of Office 

Encl.: As stated
Reference: RM 539, s 2025
To be indicated in the Perpetual Index:
under the following subjects:
SPED TRAINING
ZS-DM-CID-2024-175
LLC20251205



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 REGION IX – ZAMBOANGA PENINSULA
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**PARTICIPANTS ON THE DIVISION TRAINING FOR INDIVIDUALIZED EDUCATION
 PROGRAM FOR LEARNERS WITH SPECIAL NEEDS ON
 December 10-12, 2025 at Sibugay Grand Plaza Hotel**

A. Teachers

NO	NAMES	Key Stage	SCHOOL	DISTRICT
1	Teresita Barte	KS 1 Teacher	Alica CES	Alicia
2	Mark Alvin Potayre	KS 1 Teacher	Buug SPED	Buug
3	Mechelle Maguindo	KS 1 Teacher	Buug SPED	Buug
4	Edrelyn Valdehueza	KS 1 Teacher	Diplahan CES	Diplahan
5	Gilmarie Alayon	KS 1 Teacher	Imelda CES	Imelda
6	Bermark Tabanao	KS 1 Teacher	Ipil SPED	Ipil
7	Kahtaearie Guzman	KS 1 Teacher	Ipil SPED	Ipil
8	Roxanne Balboa	KS 1 Teacher	Lumbayao ES	Kabasalan
9	Airish Gaye Fernandez	KS 1 Teacher	Kabasalan SPED	Kabasalan
10	Stephanie Navarro	KS 1 Teacher	Kabasalan SPED	Kabasalan
11	Angel Mae Gegrimos	KS 1 Teacher	Olutanga CES	Olutanga
12	Rowilyn Amaga	KS 1 Teacher	Payao CES	Payao
13	Rovella Dairo	KS 1 Teacher	Surabay CES	R.T.Lim
14	Margie Bensulan	KS 1 Teacher	Siay CES	Siay
15	Ward Sila Langoyan	KS 1 Teacher	Titay SPED	Titay
16	Elgena Ignacio	KS 1 Teacher	Tungawan CES	Tungawan
17	Bernadeth Catubig	KS 2 Teacher	Kawayan ES	Alicia
18	Valerie Ann Sumagang	KS 2 Teacher	Buug SPED	Buug
19	Rochell Marmojada	KS 2 Teacher	Luop ES	Diplahan
20	Criste Dagunan	KS 2 Teacher	San Jose ES	Imelda
21	Nicole Cuymo	KS 2 Teacher	Ipil SPED	Ipil
22	Lawrence Quiboyen	KS 2 Teacher	Nazareth ES	Kabasalan
23	Ma. Lilia Fernandez	KS 2 Teacher	Kabasalan CES	Kabasalan
24	Liezel Dayhop	KS 2 Teacher	Catituan ES	Malangas
25	Centenary Kaye	KS 2 Teacher	Crosing Sta Clara ES	Naga
26	Arlene Fua	KS 2 Teacher	Baga ES	Naga
27	Jerry Sarmiento	KS 2 Teacher	Bulawan ES	Payao
28	Sherie Ann Sumalinog	KS 2 Teacher	Payao CES	Payao
29	Shym Zarriz Gonzaga	KS 2 Teacher	Kulambugan ES	R.T.Lim
30	Aileen Guerrero	KS 2 Teacher	Sibuguey ES	Siay
31	Jiepy Posadas	KS 2 Teacher	Titay CES	Titay
32	Gene Rose Caracut	KS 3 Teacher	Alicia NHS	Alicia



Republic of the Philippines
Department of Education
REGION IX – ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF ZAMBOANGA SIBUGAY

33	Cherryl Marie Quesada	KS 3 Teacher	Diplahan NHS	Diplahan
34	Julie Rupinta	KS 3 Teacher	Imelda NHS	Imelda
35	Mizpah Velasco	KS 3 Teacher	ZSNHS	Ipil
36	Nelia Paler	KS 3 Teacher	Makilas NHS	Ipil
37	Euneza Alsree	KS 3 Teacher	Ipil NHS	Ipil
38	Edna Cadenas	KS 3 Teacher	Palinta NHS	Kabasalan
39	Sheryl Sumalinog	KS 3 Teacher	La Dicha NHS	Malangas
40	May Grace Cuanan	KS 3 Teacher	Naga NHS	Naga
41	Rilda Dipol	KS 3 Teacher	Payao NHS	Payao
42	Michelle Ramos	KS 3 Teacher	Payao NHS	Payao
43	Medelyn Canicon	KS 3 Teacher	Surabay NHS	R.T.Lim
44	Gigi Sumalinog	KS 3 Teacher	Surabay NHS	R.T.Lim
45	Rosalie Lufranco	KS 3 Teacher	Siay NHS	Siay
46	Mark Emmanuel Antonio	KS 3 Teacher	Siay NHS	Siay
47	Ronald Manlupig	KS 3 Teacher	Titay NHS	Titay
48	Alerine Claire Panes	KS 3 Teacher	Tungawan NHS	Tungawan

B. School Heads

NO	NAMES	LEVEL	SCHOOL	DISTRICT
1	Reynaldo Alvarador	Elementary	Alicia CES	Alicia
2	David Derasin	Elementary	Lutiman ES	Alicia
3	John Louie Arang	Elementary	Haron Kiram Naga naga ES	
4	Benedict Revelo	Elementary	Buug CES	Buug
5	Angela Inding	Elementary	Buug SPED	Buug
6	James Christopher Fuerte	Elementary	Diplahan CES	Diplahan
7	Elizabeth Remotigue	Elementary	Guinoman ES	Diplahan
8	Juthur Yurag	Elementary	Imelda CES	Imelda
9	Webster Bancoro	Elementary	San Jose ES	Imelda
10	Nonito Bahian	Elementary	Ipil CES	Ipil
11	Roger Rambuyong	Elementary	Habib Moin Anduhol ES	Ipil
12	Menchu Murito	Elementary	Nazareth ES	Kabasalan
13	Rodolf Morada	Elementary	T. Samane ES	Kabasalan
14	Anastacio Calonge	Elementary	Mabuhay CES	Mabuhay
15	Leonora Pastor	Elementary	Catituan ES	Malangas
16	Aurora Reyes	Elementary	Malangas SPED	Malangas
17	Atty. Miguel Sodusta	Elementary	Naga CES	Naga
18	Marcela Sodusta	Elementary	Baga ES	Naga
19	Merlita Batulan	Elementary	Sulo ES	Naga
20	Josyn Temporada	Elementary	Olutanga CES	Olutanga



Republic of the Philippines
Department of Education
REGION IX – ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF ZAMBOANGA SIBUGAY

21	Jison Tipo	Elementary	Payao CES	Payao
22	Amador Juntilla	Elementary	Bulawan ES	Payao
23	Fatima Maricel Collantes	Elementary	Surabay CES	R.T.Lim
24	Henrito Gumandao	Elementary	Kulambugan ES	R.T.Lim
25	Jennifer Acotanza	Elementary	Siay CES	Siay
26	Yvonie Hope Acosta	Elementary	Monching ES	Siay
27	Charlita Acuesta	Elementary	Coloron IS	Siay
28	Ryan Jay Detalla	Elementary	Talusan CES	Talusan
29	Merlin Lazo	Elementary	Titay CES	Titay
30	Samuel Baldovi	Elementary	Titay SPED	Titay
31	Ronal Alde	Elementary	Tungawan CES	Tungawan
32	Elito Anlimon	Elementary	Tigbanuang ES	Tungawan
33	Consolacion Diaz	Secondary	Alicia NHS	Alicia
34	Shirley Bayona	Secondary	Bug NHS	Bug
35	Jonnel Ferrer	Secondary	Diplahan NHS	Diplahan
36	April Joy Solino	Secondary	Imelda NHS	Imelda
37	Jelfin Ediang	Secondary	Ipil NHS	Ipil
38	Jessibeth Dela Cruz	Secondary	Kabasalan NHS	Kabasalan
39	Heidilyn Layos	Secondary	Mabuhay NHS	Mabuhay
40	Grace Mae Suan	Secondary	Malangas NHS	Malangas
41	Marianiza Batocoy	Secondary	Naga NHS	Naga
42	Rolando Laurie	Secondary	Olutanga NHS	Olutanga
43	Salvador Arquilita	Secondary	Payao NHS	Payao
44	Riza Morados	Secondary	Surabay NHS	R.T.Lim
45	Rosalie Milla	Secondary	Siay NHS	Siay
46	Marylen Godines	Secondary	Talusan NHS	Talusan
47	Eliza Claudio	Secondary	Titay NHS	Titay
48	Ritchie Candido	Secondary	Tungawan NHS	Tungawan



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C. Resource Speakers and Program Management Team

No	Name of Personnel	Office	Positon
1	Virgilio P. Batan, CESO V	SDS	SDS
2	Ma. Colleen L. Emoricha, CESO VI	ASDS	ASDS
3	Rodolf John T. Rodriguez	CID	CID Chief
4	Lhorelle L. Cabalida	CID	Division SNED Focal/EPS ESP
5	Lilian C. Damaso	CID	EPS (Araling Panlipunan)
6	Angelito A. Aballe	CID	EPS (TLE)
7	Gernin S. Larano	CID	EPS (Filipino)
8	Gina I. Lihao	CID	EPS (Mathematics)
9	Rosemarie E. Diocares	CID	EPS (LRMDS)
10	Romulo C. Cadampog, Jr.	CID	EPS (MAPEH)
11	Ulpiano L. Morales, Jr.	CID	EPS (Science)
12	Rolando G. Vergara	CID	EPS (English)
13	Melanie M. Maglinte	CID	Staff
14	Kiana A. Areno	CID	Staff
15	Charlyn O. Burlat	HRD	ADAS III
16	Ma. Rosanne L. Malagum	PMT	Siay NHS
17	Jean Tubil	PMT	Labasan ES/Siay District
18	Reyden Grace Agullana	PMT	Siay CES
19	Leoneth Mangcopa	PMT	ZSNHS
20	Analyn Gabatin	PMT	Buayan CES
21	Dennis Yape	RP	Kabasalan SPED
22	Zaidali Maguindra	RP	Buayan CES
23	Juanita Chiong	RP	Salinding IS
24	Ariel Eraldo	RP	Ipil SPED
25	Mercy Alcuities	RP	Ipil SPED
26	Jenny Hingo	RP	Titay SPED
27	Faye Andre Balesoro	RP	Kabasalan SPED
28	Reign Heart Delvo	RP	Guintolan ES
29	Lloyd I. Rodriguez	SEPS	Division Office