



Republic of the Philippines
Department of Education
Region II – Cagayan Valley
Schools Division of Nueva Vizcaya

26 May 2026


DIVISION MEMORANDUM

No. 211, s. 2026

TRAINING-WORKSHOP ON INDIVIDUALIZED EDUCATION PLAN (IEP) WRITING

TO: Assistant Schools Division Superintendent
Chief ES, School Governance and Operations Division
OIC-Chief ES, Curriculum Implementation Division
Education Program Supervisors
Public Schools District Supervisors/Districts-In-Charge
All Others Concerned

1. The Schools Division Office of Nueva Vizcaya, through the Curriculum Implementation Division (CID), shall conduct the Training-Workshop on Individualized Education Plan (IEP) Writing on June 1–2, 2026, at Bayombong, Nueva Vizcaya, with the specific venue to be announced in the official group chat. The activity shall be conducted on a live-out basis.
2. The activity aims to enhance teachers' competencies in developing Individualized Education Plans (IEPs) for learners with special educational needs. Specifically, the participants shall be able to:
 - a. identify the essential components and processes in writing effective Individualized Education Plans (IEPs);
 - b. develop SMART goals, benchmarks, accommodations, and modifications based on learners' needs and assessment results; and
 - c. prepare appropriate and learner-centered IEPs that support inclusive and responsive educational practices.
3. Participants in this training are Special Education Teachers and other teachers handling learners with special educational needs, and School Heads of schools implementing self-contained classes in the Schools Division of Nueva Vizcaya. Enclosed is the list of participants.
4. The activity shall be funded through the Program Support Fund–Special Needs Education (PSF–SNED), which shall cover meals, snacks, venue rental, and transportation expenses of resource persons and participants, subject to the usual accounting and auditing rules and regulations.
5. The Division Staff Orientation Workshop shall be conducted online via Google Meet on May 27, 2026, at 9:00 in the morning.
6. For information, guidance, and compliance.


ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent

05-2026-381



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Enclosure to DM No. __11__, s. 2026

**List of Participants in the Training-Workshop on Individualized Education
Plan Writing**

School	Name
Ambaguio Central School	1. Jinky A. Pongsayan
Ambaguio Central School	2. Lucia Balahiw
Aritao Central School	3. Glenda A. Lazam
Aritao Central School	4. Maxima B. Natividad
Aritao Central School	5. Mary Emilyn A. Acob
Aritao Central School	6. Marissa M. Fragata
Bagabag Central School	7. Marierose S. Labuanan
Bagabag Central School	8. Grace C. Gazzingan
Bagabag Central School	9. Joy A. Salting
Bambang CS & Integrated SPED Center	10. Rickdenson M. Vadil
Bambang CS & Integrated SPED Center	11. Jennifer B. Gagate
Bambang CS & Integrated SPED Center	12. Victorina P. Milo
Bambang CS & Integrated SPED Center	13. Shirley B. Awisan
Bambang CS & Integrated SPED Center	14. Nenita M. Bolisay
Bambang CS & Integrated SPED Center	15. Ronald S. Pugayan
Bambang CS & Integrated SPED Center	16. Winnie A. Costales
Bambang CS & Integrated SPED Center	17. Jona C. Rito
Bambang CS & Integrated SPED Center	18. Treycy C. Ucol
Bayombong CS & SPED Center	19. Kevin Marf B. Saquing
Bayombong CS & SPED Center	20. Kathleen U. Piedad
Bayombong CS & SPED Center	21. Mercy Domingo Torres
Bayombong CS & SPED Center	22. Lorna R. Briones
Bayombong CS & SPED Center	23. Zoraida D. Tolentino
Bayombong CS & SPED Center	24. Angelica B. Benosa
Bayombong CS & SPED Center	25. Marylou G. Gauuan
Bayombong CS & SPED Center	26. Jovelyn C. Ampat
Bayombong CS & SPED Center	27. Amherstine B. Bata
Dupax Central School	28. Geraldine Q. Pulmano
Dupax Central School	29. Vicky U. Cano
Dupax Central School	30. Leonora B. Tallungan
Kasibu Central School	31. Alaiza Grail M. Co
Kasibu Central School	32. Shayne Ann T. Camma
Kasibu Central School	33. Jomar D. Calibuso
Pingkian Central School	34. Gayle L. Wasit
Pingkian Central School	35. Melborga D. Dayawan
Pingkian Central School	36. Miya Ingusan
Solano East CS & Integrated SPED Center	37. Almira R. Biri
Solano East CS & Integrated SPED Center	38. Geneveive R. Bendoy
Solano East CS & Integrated SPED Center	39. Fides May M. Valido
Solano East CS & Integrated SPED Center	40. Ruth B. Maggay



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School	Name
Solano East CS & Integrated SPED Center	41. Christine Joyce C. Apigo
Solano East CS & Integrated SPED Center	42. Carmella Jean A. Orotea
Solano East CS & Integrated SPED Center	43. Alicia P. Labuguen
Solano East CS & Integrated SPED Center	44. Elena C. Dugyon
Solano East CS & Integrated SPED Center	45. Gloria P. Arzadon
Solano East CS & Integrated SPED Center	46. Shaira Angelica N. Mina
Solano East CS & Integrated SPED Center	47. Jeffrey C. Balut
Solano East CS & Integrated SPED Center	48. Eleazar Lumicao
Solano East CS & Integrated SPED Center	49. Ma. Luisa A. Agito
Solano East CS & Integrated SPED Center	50. Lourdes T. Jasmin
Villaverde CS & SPED Center	51. Monica P. Hernandez
Villaverde CS & SPED Center	52. Yolanda P. Capistrano
Villaverde CS & SPED Center	53. Carlina B. Alayu
SDO -Nueva Vizcaya	54. Hilda D. Aragon