



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM
No. **503** , s. 2026

June 29, 2026

**EMPOWERING PULL-OUT TEACHERS FOR EFFECTIVE INDIVIDUALIZED
AND INCLUSIVE INSTRUCTION**

To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Heads of Public Elementary and Secondary Schools
All Others Concerned

1. To better prepare pull-out teachers for the implementation of Project AMUMA (Assisted Mastery through Unified Mentoring and Academic Pull-Out), a division-initiated literacy and numeracy intervention program, and in line with the Republic Act No. 11650 (Inclusive Education Act of 2022) and DepEd Order No. 044, s. 2021, the Curriculum Implementation Division (CID), will conduct a training titled "Empowering Pull-Out Teachers for Effective Individualized and Inclusive Instruction" on July 11, 2026, at Kew Hotel, J.A. Clarin St., Tagbilaran City.
2. The activity aims to:
 - 2.1 strengthen participants' skills in guiding and nurturing learners with special educational needs (LSENs) to improve their reading, writing, and numeracy competencies;
 - 2.2 enhance participants' ability to interpret assessment results, identify learners' strengths and needs, and use the data to design and implement individualized learning and transition plans;
 - 2.3 equip Pull-Out Teachers with practical strategies for organizing effective pull-out sessions and preparing LSENs for individualized instruction using adaptive materials and Positive Behavior Support; and
 - 2.4 promote positive attitudes and demonstrate collaboration, fairness, and support within training activities and school-based implementation, strengthening teamwork with MDTs, school heads, and parents to sustain inclusive excellence.
3. The participants shall include School SNED Focal, Pull-Out Teachers, and designated Guidance Counselors. The official list of participants is provided in Annex A. Each participant is required to bring the list of pull-out LSENs along with the Teacher's Program.
4. Service credits shall be granted to participants in accordance with DepEd Order No. 013, s. 2024, dated September 18, 2024, titled "Revised Guidelines on the Grant of Vacation Service Credits for Teachers".

5. Expenses related to the conduct of the activity, including honoraria, meals, and travel expenses of the Resource Speakers, shall be charged to HRTD Funds. Travel and other incidental expenses of the participants shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.
6. Immediate and wide dissemination of this Memorandum is desired.


WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent 

WDB/JAAL/CID/JTB/jcl

**PARTICIPANTS FOR THE TRAINING ON EMPOWERING PULL-OUT TEACHERS FOR
EFFECTIVE INDIVIDUALIZED AND INCLUSIVE INSTRUCTION**

No.	SCHOOL	NAME OF PARTICIPANTS
	ELEMENTARY	
1.	Bool ES	Ma Yvonne P. Salva
2.	Booy ES	Marygold W. Odal
3.	Booy South ES	Mecheil A. Mercader
		Nerissa P. Boniel
4.	Cabawan ES	Maricel Langamin
5.	City East ES	Laarni Rose P. Curambao
6.	Cogon ES	Gladys P. Autida
7.	Dampas ES	Ville Rose A. Toring
8.	Dao ES	Roselle C. Canda
9.	Eastern Cogon ES	Roselle M. Sunit
		Ma.Bella G. Impas
		Joan G. Duquilla
10.	Manga ES	Marjorie S. Telmo
		Emmalynn M. Matu-od
11.	Mansasa ES	Rosita S. Ampo
12.	San isidro ES	Marlyn D. Baluca
13.	TCCES	Pearly T. Maraguinot
		Angen C. Patac
		Myra C. Jumawid
		Cherry Mae M. Castrodes
		Fhebie U. Sinogbuhan
		Josephine B. Gumban
14.	Taloto ES	Geneva R. Taporoc
15.	Tiptip ES	Jocelyn R. Lajot
16.	Ubujan ES	Medelyn I. Hinampas
		Puriza E. Coderos

No.	SCHOOL	NAME OF PARTICIPANTS
	SECONDARY (JHS/SHS)	
1.	City of Tagbilaran NHS	Dialene S. Romuga
2.	Cogon NHS	Sigrid Lou C. Galdo
		Beverly Joy D. Cuajao
3.	DCPNHS JHS	Joan G. Mesiona
		Arlene G. Dumadag
		Jenny C. Galanida
		Ma. Antonia P. Palma
		Celeste D. Dumas
		Michelle A. Logrosa
		Laura J. Asas
		Sheryll C. Batilong
		Jundy C. Lafuente
4.	DCPNHS SHS	Sandra S. Tanudra
		Riza R. Gultia
		Delia M. Cercado
		Krisa M. Ybanez
5.	Manga NHS	Crestita G. Batingal
		Maica Melody Laroda
6.	Mansasa NHS	Mylyn T. Ayuban
7.	San Isidro NHS	Marydel M. Clerigo
		April Glee C. Adag
		Hanna Joy P. Rivera
8.	TALOTO NHS	Aniceto A. Peñaroya Jr.

Members of the Program Management Team (PMT)

No.	Name	Position	Station
1.	Juanita C. Lafuente	EPSvr Kindergarten/SNED	Division Office
2.	Lemuel B. Barol	Principal	TCCS SPED