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. 947 , s. 2026

November 10, 2026

PROGRAM IMPLEMENTATION REVIEW OF KINDERGARTEN AND SPECIAL NEEDS EDUCATION (SNED)

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

1. In line with the Department of Education's commitment to providing quality, inclusive, and equitable basic education, this Office, through the Curriculum Implementation Division (CID), announces the conduct of the **Program Implementation Review of Special Needs Education (SNED) and Kindergarten** on **December 1–2, 2026**, at a venue to be announced later.

2. The activity in intended to assess the progress and accomplishments, identify implementation challenges, and document emerging good practices in the delivery of Project AMUMA (Assisted Mastery through Unified Mentoring and Academic Pull-Out) and Project DULA (Developing and Unleashing Learners' Abilities through Play) across schools in the division. It shall provide a platform for evidence-based reflection, shared learning, and collaborative problem-solving to strengthen program implementation and identify appropriate technical assistance and capacity-building interventions.

2. The activity aims to:
   a) evaluate the accomplishments, targets, and performance indicators of Kindergarten and SNED programs, including learners' progress and developmental needs;
   b) analyze assessment results and program implementation data to identify gaps, challenges, and areas requiring improvement;
   c) demonstrate collaboration and openness in sharing best practices, effective strategies, and innovations to strengthen program implementation;
   d) formulate and commit to responsive, evidence-based intervention strategies and concrete action plans with corresponding timelines, responsible persons, and monitoring mechanisms to ensure sustained program improvement.

3. The participants in this activity shall include the CID Chief, concerned Education Program Supervisors, and Elementary and Secondary School Heads. For further details, please refer to the attached List of Participants and Training Matrix.

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4. School Heads/SNED Focal shall prepare and submit their respective program implementation reports using the prescribed template. The reports shall be submitted in both Microsoft Word and PowerPoint formats on or before **November 23, 2026**, through the link provided in Enclosure No. 2.

5. Registration shall commence at 7:30 a.m. on December 1, 2026. The first meal to be served shall be morning snacks on December 1, 2026, while the last meal shall be lunch on December 2, 2026.

6. Expenses for food, board and lodging, venue-related costs, supplies, materials, and other incidental expenses shall be charged against **RO-7-26-00597 – PSF SNED**, while travel expenses shall be charged against available local funds, subject to the usual accounting and auditing rules and regulations.

6. Immediate and wide dissemination of this Memorandum is desired.

FOR: **WILFREDA D. BONGALOS PhD, CESO V**
Schools Division Superintendent

WDB/JAAL/CID/JTB/jcl

Enclosure No. 1 to Regional Memorandum No. _____, 2026

PARTICIPANTS FOR THE PROGRAM IMPLEMENTATION REVIEW OF KINDERGRATEN AND SPECIAL NEEDS EDUCATION (SNED)

No.	School	Name	Position
1.	Bool ES	MARILYN M. GOTI-AY	Principal II
2.	Booy ES	JERRY B. BELECINA	Principal I
3.	Booy South ES	MA. DIOSCORA H. SAYON	Principal I
4.	Cabawan ES	GLAIZA T. JALA	Principal I
5.	City East ES	LORELEI G. ANORE	Principal I
6.	Cogon ES	EDITHA G. GONE	Principal III
7.	Dampas ES	MARIA RACHEL S. OMASAS	Principal III
8.	Dao ES	FLORAFEL C. DATOY	Principal I
9.	Eastern Cogon ES	EUFE RHODA R. GALON	Principal I
10.	Manga ES	MARIA CHONA B. ROXAS	Principal II
11.	Mansasa ES	BASILIDES M. SEMPRON	Principal III
12.	San isidro es	EDIELBRANDO S. CORREA	Principal I
13.	TCCES	PROSERPINA A. DOROY	Principal III
14.	TCCS SPED	LEMUEL B. BAROL	Principal II
15.	Taloto ES	MA. DULCE ALMA A. LOPOS	Principal II
16.	Tiptip ES	FELIPE D. EPE	Principal I
17.	Ubujan ES	CLEMENTINA A. GAMIL	Principal II
18.	City of Tagbilaran NHS	EUTROPIA R. ARCAYENA	Principal I
19.	Cogon NHS	NILO J. SENDRIJAS	Principal II
20.	DCPNHS NHS	CORAZON H. SAMUYA	Principal III
21.	DCPNHS SHS	JENELOU JOHN F. ISRAEL	Principal III
22.	Manga NHS	JOSELITO GALENDO	Principal II
23.	Mansasa NHS	JONATHAN D. MEMBREVE	Principal I
24.	San Isidro NHS	ALBERTO A. TIBOD JR.	Principal I
25.	Tagbilaran City Science HS	LEGARDO R. PALACA JR	Principal III
26.	Tagbilaran High School for Hearing Impaired	GRACE MARIE L. CAMPOS	Principal I
27.	Taloto NHS	ERMILA D. CARDINAS	Principal I

Members of the Program Management Team (PMT)

No.	Name	Position	Station
1.	DR. WILFREDA D. BONGALOS	SDS	Division Office
2.	DR. JANET T. BUTALID	CID Chief	Division Office
3	JUANITA C. LAFUENTE	EPSvr Kindergarten/SNED	Division Office

Enclosure No. 2 to Regional Memorandum No. _____, 2026

Activity Matrix

Term 2 Program Implementation Review in Kindergarten and Special Education
December 1-2, 2026

Time	Activity	Objectives	Person(s) Responsible
Day 1 December 1, 2026 (Tuesday)			
7:00 – 9:00 AM	Arrival and Registration	Ensure smooth check-in of participants	Secretariat
9:00-10:00 AM	Opening Program, Statement of Purpose, and Activity Orientation	Set the tone and objectives of the PIR, clarify expectations, outputs and processes	TWG
10:00 – 10:15 AM	Health Break		
10:15 – 12:00 NN	Presentation of PIR Reports Secondary Schools	Share implementation status, best practices and challenges	School Heads
12:00 – 1:00 PM	Lunch		
1:00 – 5:00 PM	Presentation of PIR Reports Elementary Schools (Batch 1)	Continue sharing of findings	School Heads
5:00 PM End of session			
Day 2 December 2, 2026 (Wednesday)			
8:00-8:15 AM	Recapitulation of Day 2 Activities	Highlight major findings	TWG/ Participants
8:15-10:00 AM	Presentation of PIR Reports Elementary Schools (Batch 2)	Continue sharing of findings	
10:00 – 10:15 AM	Health Break		
10:15 – 11:30 AM	Consolidation of Findings and Recommendations	Formulate actionable recommendations and appropriate interventions	TWG/Participants
11:30 – 12:00 NN	Closing Program	Wrap up and commitment setting	TWG
12:00 NN	Lunch and Departure		

Expected Output:

At the end of the 2-day activity:

- Consolidated PIR Report
- Program Specific Findings
- Action Plans
- Presentation Decks
- Agreed Way Forward

Enclosure No. 3 to Regional Memorandum No. _____, 2026

Curriculum Implementation Review Template

CURRICULUM IMPLEMENTATION REVIEW REPORT
_____ Term

School: _____

KRA	**Highlight of Accomplishments** (Program, Activities, Projects (PAPs)	**Best Practices**	**Concerns, Issues, Gaps, Problems (CIGPs)**	**Interventions to Address the CIGPs)**
1. Curriculum Management				
2. Learning Delivery				
3. Learning Resources				
4. Assessment of Learning Outcomes				