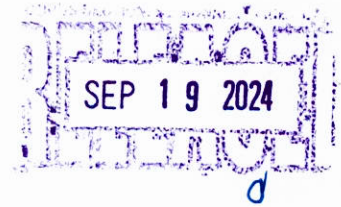




Republic of the Philippines  
**Department of Education**  
 CARAGA REGION



REGIONAL MEMORANDUM

No. **0977**, s. 2024

SEP 19 2024

To: Schools Division Superintendents  
 All Others Concerned

**MONITORING AND EVALUATION OF SPECIAL NEEDS EDUCATION (SNED)  
 PROGRAM IMPLEMENTATION**

1. The field is hereby informed that the Curriculum and Learning Management Division (CLMD) through the - Special Needs Education (SNED) Program Coordinator, shall conduct online and field monitoring and evaluation of SNED Program implementation. This includes the utilization of 2024 SNED Program Support Fund, SNED Centers, and Inclusive Learning Resource Centers (ILRC) Pilot Implementers on the following dates

| No | Division          | Online Schedule<br>(All SNED implementers) | Field Monitoring<br>(SNED Centers and ILRC<br>Pilot implementers only) |
|----|-------------------|--------------------------------------------|------------------------------------------------------------------------|
| 1  | Agusan del Norte  | September 23, 2024                         | October 10, 2024                                                       |
| 2  | Agusan del Sur    | September 24, 2024                         | October 11, 2024 (AM)                                                  |
| 3  | Cabadbaran City   | September 25, 2024                         | October 14, 2024 (AM)                                                  |
| 4  | Bayugan City      | September 26, 2024                         | October 11, 2024                                                       |
| 5  | Bislig City       | September 27, 2024                         | October 16, 2024                                                       |
| 6  | Butuan City       | September 30, 2024                         | October 14, 2024 (PM)                                                  |
| 7  | Dinagat           | October 1, 2024                            | October 15, 2024                                                       |
| 8  | Siargao           | October 2, 2024                            | October 16, 2024                                                       |
| 9  | Surigao City      | October 3, 2024                            | October 17, 2024                                                       |
| 10 | Surigao del Norte | October 4, 2024                            | October 18, 2024                                                       |
| 11 | Surigao del Sur   | October 7-8, 2024                          | October 28, 2024                                                       |
| 12 | Tandag City       | October 9, 2024                            | October 29, 2024                                                       |

3. The aim of this monitoring and evaluation is to ensure the proper SNED implementation in each school division.

4. All schools' implementers are requested to prepare a 2-3-minute Power Point presentation during the online monitoring and evaluation using the attached templates. The SNED Centers should also prepare the same along with the list and documents of assistive devices, learning materials, assessment tools available both for the learners with disabilities and the gifted and talented/fast learners in preparation for conversion of the remaining SNED Centers to ILRC, and documents of the Pilot Implementers of ILRC during the field monitoring.

5. The Schools Division Offices, through the Division SNED Focal Person, are requested to consolidate the schools' reports and submit them to the regional office via [caraga.deped.gov.ph](mailto:caraga.deped.gov.ph) with copy furnished to [elena.capangpangan@deped.gov.ph](mailto:elena.capangpangan@deped.gov.ph)

for the provision of technical assistance and agreements, as well as possible policy recommendation to the Central Office.

6. For inquiries, contact Elena N. Capangpangan, RO SNED Focal Person via email at [elena.capangpangan@deped.gov.ph](mailto:elena.capangpangan@deped.gov.ph).

7. Immediate dissemination of this Memorandum is desired.

  
**MARIA INES C. ASUNCION**  
Director III  
Officer-in-Charge   
Office of the Regional Director

Encl.: As stated

Reference: None

To be indicated in the Perpetual Index  
under the following subjects:

FUNDS      MONITORING AND EVALUATION      SPECIAL NEEDS EDUCATION

CLMD/enc  
09/18/2024

Enclosure 1 to Regional Memorandum No. 0977, s. 2024

A. Number of enrolment by age, by gender, by exceptionalities

School: \_\_\_\_\_ Division: \_\_\_\_\_

A. Enrolment: SY 2023-2024- for General Education (GenEd)

A. 1: Public Schools- SY 2023-2024

| Inclusion in the grade level | Enrolment by exceptionality in the General Education |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
|------------------------------|------------------------------------------------------|---|----|----|---|----|--------|---|----|-------------------------------------------------------|---|----|------------------------|---|----|
|                              | HI                                                   |   |    | VI |   |    | Autism |   |    | LD, please specify: dyslexic, dyscalculia, dysgraphia |   |    | Others: please specify |   |    |
| Elementary                   | M                                                    | F | TL | M  | F | TL | M      | F | TL | M                                                     | F | TL | M                      | F | TL |
| Kindergarten                 |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 1                      |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 2                      |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 3                      |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 4                      |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 5                      |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 6                      |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Total                        |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Junior HS                    |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 7                      |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 8                      |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 9                      |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 10                     |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Total                        |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Senior HS                    |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 11                     |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 12                     |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Total                        |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |

Note: if there are private schools catering Learners with Disabilities, do the same

A. Enrolment: SY 2023-2024- for Special Needs Education Center (SNED)

A. 2. Public Schools- SY 2023-2024- Self Contained if any

| No    | Enrolment by exceptionality in the Special Education |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
|-------|------------------------------------------------------|---|----|----|---|----|--------|---|----|-------------------------------------------------------|---|----|------------------------|---|----|
|       | HI                                                   |   |    | VI |   |    | Autism |   |    | LD, please specify: dyslexic, dyscalculia, dysgraphia |   |    | Others: please specify |   |    |
|       | M                                                    | F | TL | M  | F | TL | M      | F | TL | M                                                     | F | TL | M                      | F | TL |
|       |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
|       |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Total |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |

Note: if there are private schools catering Learners with Disabilities, do the same

Enclosure 2 to Regional Memorandum No. 0977, s. 2024

A. Enrolment: SY 2024-2025- for GenEd

A.3. Public Schools- SY 2024-2025

| Inclusion in the grade level | Enrolment by exceptionality in the General Education |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
|------------------------------|------------------------------------------------------|---|----|----|---|----|--------|---|----|-------------------------------------------------------|---|----|------------------------|---|----|
| Elementary                   | HI                                                   |   |    | VI |   |    | Autism |   |    | LD, please specify: dyslexic, dyscalculia, dysgraphia |   |    | Others: please specify |   |    |
| Kindergarten                 | M                                                    | F | TL | M  | F | TL | M      | F | TL | M                                                     | F | TL | M                      | F | TL |
| Grade 1                      |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 2                      |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 3                      |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 4                      |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 5                      |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 6                      |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Total                        |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Junior HS                    |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 7                      |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 8                      |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 9                      |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 10                     |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Total                        |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Senior HS                    |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 11                     |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Grade 12                     |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Total                        |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |

A. Enrolment: SY 2024-2025- for SNED Centers

A.4. SY 2024-2025- Public Schools in a self-contained if any

| No    | Enrolment by exceptionality in the Special Education |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
|-------|------------------------------------------------------|---|----|----|---|----|--------|---|----|-------------------------------------------------------|---|----|------------------------|---|----|
|       | HI                                                   |   |    | VI |   |    | Autism |   |    | LD, please specify: dyslexic, dyscalculia, dysgraphia |   |    | Others: please specify |   |    |
|       | M                                                    | F | TL | M  | F | TL | M      | F | TL | M                                                     | F | TL | M                      | F | TL |
|       |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |
| Total |                                                      |   |    |    |   |    |        |   |    |                                                       |   |    |                        |   |    |

## B. Assessment

### Number of Learners Need Assessment and re- assessment

| School | Total number of Enrolment | Total number of Enrolment Assessed | Total number of Enrolment Unassessed | Total amount Needed for Assessment | Total amount Needed for Therapy | Total number of Enrolment for Re-Assessment |
|--------|---------------------------|------------------------------------|--------------------------------------|------------------------------------|---------------------------------|---------------------------------------------|
|        |                           |                                    |                                      |                                    |                                 |                                             |
|        |                           |                                    |                                      |                                    |                                 |                                             |

## C. Number of learners under Transition Program from homeschool, hospital, GenEd and SNED Centers if any

| Grade level/ homeschool/ hospital/ SNED Centers | HI |   |    | VI |   |    | LD, please specify: dyslexic, dyscalculia, dysgraphia |   |    | Others: please specify |   |    | Desired exit outcomes (DO 021, s. 2020) |   |    |
|-------------------------------------------------|----|---|----|----|---|----|-------------------------------------------------------|---|----|------------------------|---|----|-----------------------------------------|---|----|
|                                                 | M  | F | TL | M  | F | TL | M                                                     | F | TL | M                      | F | TL | M                                       | F | TL |
|                                                 |    |   |    |    |   |    |                                                       |   |    |                        |   |    |                                         |   |    |
|                                                 |    |   |    |    |   |    |                                                       |   |    |                        |   |    |                                         |   |    |

## D. Learning Resource Materials

| Categories | Learning Materials Available | Assistive devices Available | Learning Materials needed | Recommendation/ solution | Assistive devices needed | Recommendation/ solution |
|------------|------------------------------|-----------------------------|---------------------------|--------------------------|--------------------------|--------------------------|
|            |                              |                             |                           |                          |                          |                          |
|            |                              |                             |                           |                          |                          |                          |
|            |                              |                             |                           |                          |                          |                          |

## E. PSF REPORT (DO 042 S. 2021)

### E.1. 2023 UTILIZATION PSF REPORT

| No | Activities | Performance Indicator | Target   |           | Accomplishment |           | Remarks |
|----|------------|-----------------------|----------|-----------|----------------|-----------|---------|
|    |            |                       | Physical | Financial | Physical       | Financial |         |
|    |            |                       |          |           |                |           |         |
|    |            |                       |          |           |                |           |         |
|    |            |                       |          |           |                |           |         |

## E. PSF REPORT (DO 042 S. 2021)

### E.2. 2024 PSF UTILIZATION REPORT/ PLANNED ACTIVITIES

| No | Activities/ procurement | Performance Indicator | Target   |           | Accomplishment |           | Remarks |
|----|-------------------------|-----------------------|----------|-----------|----------------|-----------|---------|
|    |                         |                       | Physical | Financial | Physical       | Financial |         |
|    |                         |                       |          |           |                |           |         |
|    |                         |                       |          |           |                |           |         |
|    |                         |                       |          |           |                |           |         |

F. Best Practices, Issues and Concerns and the Provision of Technical Assistance / Agreement

| Best Practices | Activities conducted | Issues and Concerns | Provision of Technical Assistance |                                | Agreement |
|----------------|----------------------|---------------------|-----------------------------------|--------------------------------|-----------|
|                |                      |                     | Division                          | Regional/<br>Central<br>Office |           |
|                |                      |                     |                                   |                                |           |
|                |                      |                     |                                   |                                |           |
|                |                      |                     |                                   |                                |           |
|                |                      |                     |                                   |                                |           |
|                |                      |                     |                                   |                                |           |
|                |                      |                     |                                   |                                |           |

G. Ways Forward

| Activities | Timeline | Responsible Person/<br>Persons involve | Source Needed | Source of Fund | Remarks |
|------------|----------|----------------------------------------|---------------|----------------|---------|
|            |          |                                        |               |                |         |
|            |          |                                        |               |                |         |
|            |          |                                        |               |                |         |
|            |          |                                        |               |                |         |
|            |          |                                        |               |                |         |
|            |          |                                        |               |                |         |