



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF CALBAYOG CITY

December 16, 2025

DIVISION MEMORANDUM

No. 637 s. 2025

**UPDATES ON THE CONDUCT OF LIVE-OUT CAPACITY BUILDING ON INCLUSIVE
EDUCATION: CRAFTING INDIVIDUALIZED EDUCATIONAL PLANS (IEPs) AND
APPLYING EFFECTIVE INSTRUCTIONAL STRATEGIES FOR LEARNERS WITH
SPECIAL EDUCATIONAL NEEDS**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. Relative to the Division Memorandum No. 620, s. 2025 titled: Live-Out Capacity Building on Inclusive Education: Crafting Individualized Educational Plans (IEPs) and Applying Effective Instructional Strategies For Learners With Special Educational Needs, all concerned are hereby informed that the training will be conducted at **Mondejares Puertes Beach Resort** on **January 14-16, 2026**.

2. Attached herewith are the List of Participants. Participants are advised to bring a laptop and extension wire for the crafting of IEPs.

3. All other provisions of the Division Memorandum no. 620, s. 2025 dated December 3, 2025 remain in force and in effect.

4. Immediate dissemination of and compliance with this Memorandum are desired.

MARGARITO A. CADAYONA, JR. PhD, CESO VI
Schools Division Superintendent



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• LIST OF PARTICIPANTS

A. PROGRAM MANAGEMENT TEAM

NAME	POSITION	SCHOOL/OFFICE
DR. MARGARITO A. CADAYONA JR.	SDS	SDO
DR. JUN-NILOU D. DULFO	ASDS	SDO
DR. RENATO S. CAGOMOC	CID Chief	CID
CORIE B. SENOLOS	SNED Coordinator	CID
ANABELLE O. YANGZON	PSDS/ SNED Co- Focal	CID/C3 District
MARITA P. SENOLOS	SEPS -HRDO	SGOD Office
ROSALIA M. RIVERA	SEPS -M&E	SGOD Office

B. LEARNING FACILITATORS

NAME	POSITION	SCHOOL/OFFICE
ANABELLE O. YANGZON	PSDS/ SNED Co- Focal	CID/C3 District
DIOLERIANO Y. CACAIT JR.	Principal III	Calbayog City SPED Center
CORIE B. SENOLOS	Division SNED Coordinator	CID
CRISANTO T. PACHO	Principal II	Nijaga
MARJORIE CABABAT	Master Teacher I	CCNHS
IRENE M. JALAYAHAY	SPET III	Calbayog City SPED Center
MARIA JANA A. BELIZAR	SPET III	Calbayog City SPED Center
MARY ANN O. JABALLA	SPET II	Calbayog City SPED Center
ATHENA ABIGAIL B. BEDIO	SPET I	Calbayog City SPED Center

A. TECHNICAL WORKING GROUP

NAME	POSITION	SCHOOL/OFFICE
JOSEPHINE L. GALLARDO	OIC-EPS	CID
BEVERLY C. LONGCOP	Librarian	SDO
LILIBETH G. ORTIZ	PDO II	CID
MA. JEAN ROSE B. DEGAMON	Administrative Support Staff	Alibaba ES
MILA S. AGURA	Administrative Support Staff	Sinantán ES
BRENDA O. PEDROSA	Administrative Support Staff	San Jose IS
RICO S. GABORNE	Administrative Support Staff	Tapae ES
AIRA JANE DUBLIN	Administrative Support Staff	San Antonio ES

NAME OF PSDS	POSITION	DISTRICT
1. MA. TERESA S. SIMON	PSDS	Tinambacan 1
2. ELBERT G. ONGCAL	PSDS	Tinambacan 2
3. ESTER A. SIOZON	PSDS	Tinambacan 3
4. NOIME S. CASTANTE	DIC/PIV	Oquendo 1
5. BENEDICTO M. MERALES	PSDS	Oquendo 2
6. GERALDINE P. SUMBISE	DIC/MT II	Oquendo 3
7. NORA G. CAPETILLO	PSDS	Calbayog 1
8. ALMA R. CABER	PSDS	Calbayog 2
9. ANABELLE O. YANGZON	PSDS	Calbayog 3
10. JOSE A. ABON	PSDS	Calbayog 4
11. REYNALDO BERNALES	PSDS	Calbayog 5
12. TERESA D. VILLA	PSDS	Calbayog 6
NAME OF SCHOOL HEAD	POSITION	SCHOOL/OFFICE
1 MICHAEL V. PERNIA	Principal IV	Tinambacan CES
2 MAYCHIE T. BATULAT	Head Teacher	Amampacang ES
3 MERARDO S. COMAYINGKING	Head Teacher	Danao 1 ES
4 DANILO S. JADULCO	MT/TIC	Malajog IS
5 ADORA P. MONTANEZ	Principal I	Bante ES
6 MERLITA C. ANORA	Principal I	Malopalo ES
7 ELISEO A. SINTOS	Principal II	Marcatubig ES
8 JANICE B. JOSE	Head Teacher III	Salhag ES
9 VIRGINIA A. MILLARES	Principal II	Tomaligues IS
10 EMELIE O. TARRAYO	Principal III	RLMSF
11. LILIA L. ADEL	HT 2	SINHS-Manguino-o Annex
12. ZARRAH V. ALLEGO	P1	Cagnipa ES
13. CESIL S. COLLAMAR	TIC	Cag-olango ES
14. LORIDEL L. OBINGUAR	HT2	Baay ES
15. ARSENIO A. SINTOS JR.	P3	Binaliw ES
16. RINALYN C. BESO	TIC	San Joaquin NHS
17. PAULETTE G. AYONG	HT1	Bantian ES
18. NIEVES C. JAVINES	P2	San Joaquin CES
19. ROBIRTH M. ORNOPIA	TIC	Manguino-o ES
20. NORMEL C. GALIAS	Head Teacher I	Bugtong Elementary School
21. MA. LIZA T. SAN PEDRO	Principal I	Malaga National High School
22. SONIA C. CUPLA	Head Teacher 3	Pena 1 NHS
23. LOLITA M. LABIAN	Head Teacher II	Tinaplacan Elementary School
24. MARIA ROSE B. IBAJO	Principal 2	Malaga Central ES
25. FERNANDO P. MEDRINA	Principal 2	Cagmanipis Norte IS
26. ALMA L. ROJAS	Head Teacher III	Cagmanipis Sur ES
27. HERMINIA S. BALANAY	Head Teacher II	Caglanipao Sur IS
28. MAXIMO T. PACHO JR.	Head Teacher II	Malayog ES
29. LANGIE BOY C. ENRIQUEZ	Principal I	Cangomaod Cluster
30. MICHAEL S. BUENAVENTURA	Principal I	Peña I NHS

31. BENJIE A. BEDUYA	Head Teacher II	Mabini II Integrated School
32. MARIA LUZ C MURILLO	SP 2	Oquendo NHS
33. NIMFA S. DOROJA	Principal IV	Oquendo CS
34. SARAH B. DEMIT	Principal I	
35. BARTOLOME DOROJA	TIC	
36. WILFREDO TOZON	Head Teacher III	
37. LEILANI D. APES	P1	
38. ALMA PAJARITO	P1	
39. BERLY MANZANERO	HT III	
40. SHERYL JEAN M. GARCIA	TIII/ TIC	PANOYPOY INTEGRATED SCHOOL
41. CARLO A. DOINOG	MT/TIC	TARABUCAN NHS
42. NEREFEB. ECLIPSE	P1	CAPACUHAN CLUSTER
43. LORNA A. TARRAYO	P1	CAGBAYANG IS
44. DONDON S. ALE	MT/TIC	MAG-UBAY CLUSTER
45. MA. RONA L. DE LOS REYES	HT2/TIC	MAG-UBAY NHS
46. RHUEL R. YONGOTYONGOT	P1	CABACUNGAN CLUSTER
47. JONARD M. MONSANTO	TII/TIC	CABICAHAN IS
48. ARNULFO L. ABELLAR	P1	CAYBAGO ES
49. JEFFREY D. LLANETA	HT1	ALANG ALANG CLUSTER
50. MONALYN G. SARMIENTO	TIII/TIC	DE VICTORIA CLUSTER
51. ENRICO G. TOMALON	HTII	LAPAAAN IS
52. MERLINDA D. ELBANO	P3	OBO-OB CLUSTER
53. LINDY LOU J. AYONG	P3	TARABUCAN CES
54. SOL T. ABAD	P1	SAN RUFINO CLUSTER
55. BLESILDO A. ORQUIN	P2	MACATINGOG IS
56. ROLANDO M. LACBO	P3	PILAR NAHS
57. NICOLAS TARRAYO JR.	HT2	DAWO IS
58. LOPE D. LOCAYA	P3	PILAR ES
59. JOSEPHINE T. SILVA	TIC	BAYO ES
60. ELIZABETH T. DOMANOG	TIC	CAG-ANIBONG ES & M. BARRAL SR. ES
61. DR. NORMEL JOHN A. MANUALES	HT2	CABATUAN NHS
62. SONIA M. CUIZON	HT3	CABATUAN ES
63. KRISTIAN ALDRIN B. CRUDA	P1	PANLAYAHAN ES
64. MARIA TERESA D. MACABIDANG	P2	MAWACAT IS
65. JAYSSON C. ALILITA	TIC	ROXAS II ES
66. LEA L. JORDAN	PI	CARAYMAN ES
67. CRESENCIANO B. LLEGO	HTIII	NAGA ES
68. CHONA C. VALENZUELA	PIII	COGON ES
69. ROSALITA G. DATA	PI	RIZAL I ES- CAGBOBORAC ES
70. JOVIE M. BIDO	PI	CABALLERO ES / CAGBANAYACAO ES
71. OMAR D. COMONICAL	HTI	CALUCNAYAN ES / OLERA ES / SALVACION ES
72. GEROME C. SILVA	TIC	MABINI I ES / HIGASAAN ES
73. HERMAN T. VERANO	HTI	PINAMUROTAN IS

74. CHRISTOPHER D. SALINO	PI	CARAYMAN NHS
75. MA. LOURDES C. BABON	MTII	HIMALANDROG-SEVEN HILLS IS
76. NOVA S. GASPAN	Principal 3	Calbayog Pilot CES
77. CYNTHIA D. PAGATPAT	Principal I	Dagum Elementary School
78. LUZ T. UY	Principal IV	Bagacay Integrated School
79. NORMAN T. CABUWAGAN	Principal 2	Carmen Elementary School
80. DANILO G. MIRALES	HT3	Capoocan Elementary School
81. DR. BONIFACIO P. PONDANG	Principal 3	Matobato Elementary School
82. LEONA L. YULO	Principal 2	Obrero Elementary School
83. CARMEN LOURDES M. TAN	Principal 2	Rawis Elementary School
84. MARIAN G. CUI	HT2	Cacaransan/ Pagbalican Cluster
85. DIOLERIANO Y. CACAIT JR.	Principal III	SPED
86. MARCIA C. TOCAYON	Principal 1	Guinbaoyan Norte ES
87. MARICEL P. ALEGRIA	Head Teacher 2	Calbayog City Night High School
88. MA. SALMA L. ORTIZ	Teacher-In-Charge	Tapae Elementary School
89. EMMALYN A. TAN	Principal II	Guinbaoyan Sur Elementary School
90. JOEY A. CATAMPO	Head Teacher II	San Jose Integrated School
91. JACINTO D. REFUNCION	Head Teacher II	Alibaba Elementary School
92. GERARDO L. DOMAYAN	Principal I	Villahermosa Elementary School
93. RANDY A. NABLE	Head Teacher I	Langoyon Elementary School
94. MILANER R. OYO-A	Principal IV	Calbayog City NHS
95. JOSEPHINE G. MAGBUTAY	HEAD TEACHER II	Migara Elementary School & La Paz Elementary School
96. CYNTHIA S. TARRAYO	PRINCIPAL II	Tabawan Integrated School
97. FELYLOU P. COLINARES	TEACHER III/TIC	Patong-Happy Valley Integrated School
98. MA. SAMILA L. ADVINCULA	PRINCIPAL I	Calbayog East Central Elementary School
99. NELCA C. CABABAT	PRINCIPAL I	Migara National High School
100. LEONIDA A. SIAGO	MASTER TEACHER I/TIC	Geragaan Cluster
101. CRISANTO T. PACHO	PRINCIPAL II	Nijaga Elementary School
102. MARIA GINA G. ADIZAS -LENTEJAS	HEAD TEACHER II	Palanogan Cluster
103. MYRNA J. RESULTA	HEAD TEACHER II	Hamorawon Elementary School
104. MARY JEAN P. LIM	MASTER TEACHER III	Guin-on Cluster
105. MARICEL MERENCILLO	HEAD TEACHER I	Bagong Lipunan Cluster
106. MARIANITA P. BEJASA	HEAD TEACHER II	Victory - Panonongon Cluster
107. JAIME E. SAGAYAP JR.	P3	San Policarpo CES
108. ROMEO D. CASTANTE	P4	San Policarpo NHS
109. DR. MYRNA COSO	P2	Gadgaran IS
110. SAMUEL REPELENTE	MT3/TIC	CADSEV
111. ROWENA L. OYO-A	P2	Acedillo IS
112. DR. LORNA C. OGAWA	P2	Navarro-Bontay Cluster
113. JULIETA B. MONAR	HT3	Jimautan-Roxas 1 Cluster
114. JAYSAM CASALJAY	HT1	Gabay-Maysalong Cluster
115. ELISA M. CAMBAYA	HT1	Looc-Saputan Cluster

116. LOUIE TERMO	HT1	Canjumadac IS
117. WILFREDO MANAGAYSAY	HT1	Tanval-Gelino Cluster
118. BERNARDO J. TAHIL JR.	TIC	Dinawacan-Nag uma Cluster
NAME OF TEACHERS	POSITION	SCHOOL
1. TRICIA CHUA	Teacher 2	Malajog IS
2. WYNNE D. LAYONG	Teacher 3	Tinambacan CES
3 APRIL M. ROMULO	Teacher 3	Salhag ES
4 GENE DOMINIC L. GUTIERREZ	MT2	RLMSF
5. MICHELLE M. CUIZON	Teacher 3	Malopalo ES
6. MA. LOTTE GAL	Teacher 3	Tomaligues IS
7. MARITES M. BERTIZ	Teacher 3	Danao 1 ES
8. JENNYLYN S. TAYAB	T3	SJNHS-Manguino-o Annex
9. JOYDELIZA A. GULAS	T1	Cagnipa ES
10. GENEVEY S. SALOR	T3	Cag-olango ES
11. MARYJANE G. FARO	T3	Baay ES
12. VIRGINIA M. DILAO	MT1	Binaliw ES
13. ROMMEL C. ZAFRA	MT1	San Joaquin NHS
14. IMELDA L. YANGZON	T2	Manguino-o ES
15. MEJAILYN L. CLARO	Teacher I	Bugtong Elementary School
16. JUVILYN P. HECHANOVA	Teacher III	Malaga National High School
17. TREXIE ISABEL QUITALIG	Teacher III	Tinaplacan Elementary School
18. JECONIAS E. TEQUIN	Teacher 3	Malaga CES
19. JENNELYN BALERO	Teacher III	Caglanipao Sur IS
20. MARYLETTE B. ABRITO	Teacher II	Cagmanipis Norte IS
21. JEAN S. CANO	Teacher III	Malayog ES
22. REX LEGISTA JR.	Teacher I	Mabini II Integrated School
23. REZA MAGDARAOG	Teacher II	ONHS
24. DENEK KIRSTIE SERRATO	Teacher III	ONHS
25. MARILYN ROJO	Teacher I	ONHS
26. ANNA ROSE R. BEDUYA	Teacher III	Oquendo CS
27 MARIE Y. BARANDINO	Teacher I	Oquendo CS
28. HAZEL AGUAVIVA	Teacher III	
29. MARY ROSE P. PASACAS	T1	PANOYPOY INTEGRATED SCHOOL
30. JERICO T. TAN	T1	LAPAAAN INTEGRATED SCHOOL
31. ANNABELLE D. BONITA	T1	CABICAHAN INTEGRATED SCHOOL
32. JUHANAH B. GUMAMA	T3	TARABUCAN NHS
33. WILMA F. CABANAS	MT 2	CAGBAYANG INTEGRATED SCHOOL
34. EDGAR B. CASTILLO	T3	MAG-UBAY ES
35. AISA R. CUIZON	T3	CAPACUHAN CLUSTER
36. JOCELYN C. DIRA	T1	Sigo ES
37. MA. RHODA C. CRUDA	MT1	Mawacat IS
38. JELYN C. MADAMBA	T3	Roxas II ES
40. MARK Z. SALEM	T3	Macatingog IS

41. SHERLYN C. BANACIA	T1	Mantaong ES
42. ROSE N. LABONG	T2	Bayo ES
43. EMMALYN B. MAYRAN	T3	Panlayahan ES
44. DOMINGO SALDINO	TIII	CARAYMAN ES
45. MARY ROSE L. LANCA	TIII	COGON ES
46. DYAN G. MONEDERO	TIII	NAGA ES
47. RIZZA A. ALABADO	TIII	RIZAL 1 ES
48. FLORAME C. AZUL	T1	HIMALANDROG-SEVEN HILLS IS
49. MARGE R. CATALAN	TIII (JHS)	CARAYMAN NATIONAL HIGH SCHOOL
50. MA. TERESA P. ANTIVO	T I (SHS)	CARAYMAN NATIONAL HIGH SCHOOL
51. JUANITA R. COMOTA	MT	Calbayog Pilot CES
52. MARIA KIM L. OITE	T3	Obrero Elementary School
53. MARIA BEATRIZ L. CASTILLO	T2	Dagum Elementary School
54. GLAIZA PADILLA	T3	Cacaransan Elementary School
55. HILDA L. LEGERA	T3	Bagacay Integrated School
56. JAHARILYNE V. LARIDO	T3	Rawis Elementary School
57. LUZVIMINDA C. CARPIO	T3	Carmen Elementary School
58. ROSALIE M. BAJA	Teacher 1	Guinbaoyan Sur Elementary School
59. RODRIGO L. LAMOSTE JR.	Teacher I	San Jose Integrated School
60. DIONALYN P. BISNAR	Teacher III	Alibaba Elementary School
61. JESSA C. VALENZUELA	Teacher I	Villahermosa Elementary School
62. AVA C. PINTUAN	Teacher I	Langoyon Elementary School
63. MA. CONCEPCION D. HEMPLO	Teacher I	Esperanza Elementary School
64. EDRALYN S. JOCOYA	Teacher 3	Guinbaoyan Norte Elementary School
65. NIMFA C. CACAIT	SPET II	Calbayog City SpEd Center
66. JEMMANUEL B. JABALLA	SPET 1	Calbayog City SpEd Center
67. RIZA M. COMILANG	SPET II	Calbayog City SpEd Center
68. REBECCA CINCO	Teacher III	Calbayog City SpEd Center
69. EUNICE C. MENDOZA	SPET III	Calbayog City SpEd Center
70. MA. LORNA S. NUEVA	Teacher III	Calbayog City SpEd Center
71. GARNET C. BOLAMBAO	SPET II	Calbayog City SpEd Center
72. RHYNE FEUWAH ARPON	Teacher III	Calbayog City SpEd Center
73. ERWIN J. AMOTO	Master Teacher II	Calbayog City SpEd Center
74. JEROME GARCIA	Teacher III	Calbayog City SpEd Center
75. RICKY S. ARTOZA	Teacher III	Calbayog City SpEd Center
76. NILA DILAO	Teacher III	Calbayog City SpEd Center
77. MA. LORNA NUEVA	Teacher III	Calbayog City SpEd Center
78. CHERRY ANN FORTALEZA	Teacher III	Calbayog City SpEd Center
79. KRIS ALMI T. MEDRINA	Teacher III	CCNHS
80. MAYLENE TERMO	Master Teacher II	CCNHS
81. MADELYN TEMPOROSA	Master teacher I	CCNHS
82. MA. LENY P. YU	Master Teacher I	CCNHS
83. LIZA BON T. CORTEZ	Master Teacher I	CCNHS
84. ARCHIE ESPINA	Master Teacher I	CCNHS

85. LANIE FORTALEZA	Master Teacher I	CCNHS
86. ETHELYN MOSQUERA	Master Teacher II	CCNHS
87. HAZEL SALINO	Master Teacher I	CCNHS
88. MARY FLOR APDON	Master Teacher I	CCNHS
89. ANTONIO ZAMORA	Master Tacher II	CCNHS
90. CATHERINE A. LIM	Master Teacher I	CCNHS
91. JOSENI B. NACIONALES	Master Teacher I	CCNHS
92. GREATA GUANZON	Teacher III	CCNHS
93. EDUARDO HIBAYA	Master Teacher I	CCNHS
94. RAYMOND COBOCOB	Teacher II	CCNHS
95. JAPHET DIEL P. TIMAGOS		CCNHS
96. HAZEL PAGJUNASAN	MT III	CCNHS
97. MARIFE C. MANALO		CCNHS
98. BARLETTE M. BAGOT	TEACHER III	Migara Elementary School
99. NATHALIE CHRISMA C. LOZANO	TEACHER III	La Paz Elementary School
100. MYLENE I. SERVIANO	TEACHER III	Tabawan Integrated School
101. MICHELLE DIGNOS	TEACHER III	Patong-Happy Valley Integrated School
102. MA. RINA P. JORIZA	TEACHER II	Calbayog East Central Elementary School
103. RONA JEAN M. PADILLA	TEACHER III	Nijaga Elementary School
104. MARJORIE B. MERCENE	TEACHER III	Palanogan Cluster
105. ROSALEN ORTIZ	T2	San Policarpo CES
106. LADY DARYL BARBON	T2	San Policarpo NHS
107. MARICEL ROSALES	T3	Gadgaran IS
108. MARY GRADE GUARDE	T3	Acedillo IS
109. ARIAN EVA MAGISTRADO	T2	Looc-Saputan Cluster
110. JOCELYN DEGUINO	T1	Jimautan-Roxas 1 Cluster
111. DONALD DARIELLE BAYANI	T1	Canjumadac IS
112. ROWENA R. PORLARES	Teacher III	Anislag Elementary School
113. MARIA ERLINDA M. DAACO	Teacher III	Trinidad CES
114. ESTELLA MARIE A. MAHINAY	Teacher III	Cagsalaosao ES
115. NENITA L. PORLARES	Teacher III	Trinidad NHS
116. LAURA BALDOMARO	Teacher III	Lonoy IS
117. JULIETA ALBELDA	Master Teacher	Basud IS
118. RHODA T. YU	Teacher III	Palanas ES