



Republic of the Philippines
Department of Education
Region VIII Eastern Visayas
SCHOOLS DIVISION OF TACLOBAN CITY
Tacloban City

January 22, 2025

DIVISION MEMORANDUM

No. 060 S.2025

CONVERGENCE MEETING OF SPECIAL NEEDS EDUCATION TEACHERS

TO: Education Program Supervisor
Public Schools District Supervisors
Public Secondary School Heads
SNED Elementary and Secondary Teachers
All others concerned

1. In connection with the downloading of Program Support Fund for Special Needs Education this Office through the Curriculum Implementation Division, shall conduct a convergence meeting of SNED Teachers on January 23, 2025 at 8:00 – 12:00 o' clock to be held at the Tacloban City Night High School, Tacloban City.
2. The convergence meeting aims to attain the following:
 - 2.1 orient all SNED teachers in the implementing guidelines of program support fund for SNED;
 - 2.2 capacitate SNED teachers in the crafting of Work on Financial Plan and
 - 2.3 prepare the list of learners who have no medical assessment issued by medical practitioner.
- 2 The participants to this convergence are the ten (10) central school SNED teachers, one (1) representative from Sto. Nino Sped Center, Leyte National High School and Marasbaras National High School.
3. Each participant is required to bring their official list of SNED enrolment with or without medical assessment.
- 3 Expenses incurred shall be chargeable against School MOOE ,SNED fund subject to the availability of funds, audit rules and procedures.
- 4 Immediate dissemination and compliance of this Memorandum are desired.


SHERLITA A. PALMA EdD, CESO VI
Schools Division Superintendent

