



Republic of the Philippines
Department of Education

REGION I
SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM

No. 451 s. 2025

09 JUL 2025

LEAD IEP: INDIVIDUALIZED EDUCATION PLANNING FOR LEARNER SUCCESS

To: Assistant Schools Division Superintendent
Chief Education Supervisors
All Unit/ Section Heads
All Public School Heads
All Others Concerned

1. The Schools Division of the City of Batac Curriculum Implementation Division will conduct the LEAD IEP: Individualized Education Planning for Learner Success on July 23-25, 2025, 8:00 AM to 5:00 PM, at Bulwagan ng Karunungan of the Schools Division Office.

2. The activity aims to equip Special Needs Education (SNED) and receiving teachers with the knowledge, skills, and competencies to effectively design and implement Individualized Education Plan (IEP).

Specifically, the activity aims to:

- a. familiarize themselves of the legal framework and requirements for developing Individualized Education Plans (IEPs) as outlined in Republic Act 11650;
- b. acquaint themselves on the procedures to be followed in the crafting of IEPs;
- c. craft IEPs that address the unique needs of diverse learners; and
- d. foster collaborative skills in designing and implementing IEPs.

3. Participants and members of the Program Management Team are identified in Enclosure 1. All participants are requested to bring their laptops and extension cords, along with a copy of the K to 12 Transition Curriculum contained in DepEd Order no. 21, s. 2020.

4. For information and guidance.

ANSELMO R. ALUDINO
Schools Division Superintendent

Encl.: As stated
Reference: RA 11650, DO 21, s. 2020
To be included in the Perpetual Index
Under the following subject:

TRAINING PROGRAM

ARO/DM-LEAD IEP
25152/ July 7, 2025



SDCB RECORDS UNIT

2509968



DepEd Batac City



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Asuncion Street, 16-S Quiling Sur,
City of Batac, Ilocos Norte
Telephone No.: (077) 677-1993

List of Participants

School	Name of Teachers
Mariano Marcos Memorial Elementary School	Myra A. Libed
Baay Elementary School	Cherryl R. Bonagua
Baligat Elementary School	Joe Marvin T. Calderon
Bil-loca Elementary School	Annavel L. Ibuyat
Catalino Acosta Mem. Elementary School	Mylene S. Bagaoisan Cherryl Ann L. Martinez Marietes Q. Arcangel Rosemelinda S. Baysac Janice T. Parel Marimar P. Cruz
Hilario Valdez Memorial Elem. School	Myline Jane B. Pacaoan Chris Madel D. Mendoza Mary Grace R. Parchamento
Colo-Mabaleng Elementary School	Hannah Faith S. Bagasani
Parangopong Elementary School	Laurence T. Juan
Quling Elementary School	Jamaica D. Pagala
Tabug Elementary School	Nerissa Joy B. Reyes
Sumader Elementary School	Shela Grace Battulayan
Camandingan Elementary School	Kimmy Kate M. Butay
Baoa East Elementary School	Blessie Imee T. Manuel
Baoa Elementary School	Genelyn Q. Castillo
Rayuray Elementary School	Zoe L. Puyot
Biningan Elementary School	Darelle Joy M. Taclan
San Mateo Elementary School	Grace Angelu V. Martin
Maipalig-Quiom Elementary School	Jenella Ann G. Morales
Payao Elementary School	Beulah Hepzibah T. Manglal-lan
Cu-Ma-Pit Elementary School	Jake Ian D. Polendey
P. Q Pimentel Elementary School	Laila Gail R. Icuspit
Magnuang ES	Krihs Anne Joy Pagala
Naguirangan-Capacuan Elem. School	Irish T. Baylon
B. Macadaeg Mem. Elem. School	Lea T. Camangege
Nagbacalan Elementary School	Jonel Barruga
Dariwdiw Elementary School	Girlie Joy B. Gomez
Batac National High School	Josie D. Taradel
CBNHS Payao	Roselle M. Garcia Von Lei Umbao
CBNHS Pobalcion	Frezar Marvyl F. Somera Gina G. Lacambra Rechiel T. Nalupta Emiju Winie D. Rivera Kernel Q. Aguinaldo
CBNHS Rayuray	Renita M. Fiesta
Crispina Marcos Valdez NHS	Carol Elizabeth S. Bagaoisan
FEMSHS	Mark Janree L. Valencia
ALS	Claire B. James Diane Mary Bayudan Derill M. Ortal

Program Management Team

Name	Role	Position
Marilou B. Sales, EdD	Program Manager	Chief Education Supervisor
Aubrhey Marie R. Oasay	Learning Manager/ Resource Speaker	Education Program Supervisor
Genevieve B. Ugay	Resource Speaker	Education Program Supervisor
Jasmine P. Sibayan	Resource Speaker	Master Teacher I
Rosart Jan O. Sampaga	Resource Speaker	Master Teacher I
Dolores Ubiña	M and E Coordinator	Senior Education Program Specialist
Jenelyn B. Asuncion	Secretariat/ Facilitator	School Principal II
Blesilda B. Antiporda	Documenter	Librarian II
Dale Justine S. Rabena	Logistics Officer	PDO II
Marietes Diego	Welfare Officer	Medical Officer
Jennifer C. Bungubung	Finance Officer	Accountant III