



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

December 2, 2024

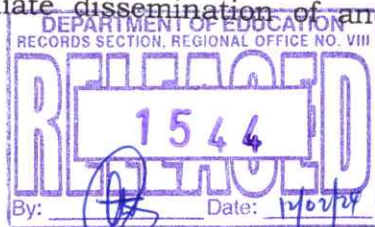
**REGIONAL MEMORANDUM**

No. 1544 s. 2024

**UPDATES ON THE INCLUSIVE EDUCATION LEADERS' SUMMIT**

To: Schools Division Superintendents  
All Others Concerned

1. In line with the activity's new schedule on December 8-10, 2024 at the Leyte Normal University Gym, Tacloban City, the participants and all concerned officials and personnel are advised to take note of following updates:
  - a. Hotel accommodations for identified participants shall be at the Hotel Crescencia located near Youngfield, Tacloban City and Hotel Rodolfo at the Duptours Compound at the downtown area;
  - b. The division support crew of up to three members who shall help set up the digital gallery shall take care of their board and lodging which may initially be charged against the division's local funds but which shall be reimbursed through the downloading of travel reimbursements sourced from the 2023 and/or 2024 SNED Funds;
  - c. The digital gallery should feature a minimalist design and should be manned by personnel or implementers who can help promote awareness of the different inclusive education programs and showcase their features as part of a strong advocacy campaign;
  - d. Key program implementers are requested to bring a laptop which are needed in some workshop activities;
  - e. Substitutes or replacements shall be identified in case the original participant cannot join so that that all slots are filled for proper liquidation of funds; and
  - f. A meeting of the Program Management Team (PMT) Members shall be held on December 6, 2024 at the SDO of Tacloban City.
2. For confirmation of attendance, the participants are expected to register thru <https://forms.gle/KcKv55GRFzZCCoMd8> not later than December 5, 2024.
3. Also attached in this Memorandum is the updated activity matrix for guidance and reference.
4. Immediate dissemination of and compliance with this Memorandum are desired.



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Enclosures: Activity Matrix

References: As stated

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

INCLUSIVE EDUCATION  
PROGRAMS  
SUMMIT

CLMD-DME

Enclosure A to Regional Memorandum No. \_\_\_\_\_ s. 2024

**ACTIVITY MATRIX**  
**Inclusive Education Leaders' Summit**  
 December 8-10, 2024  
 Leyte Normal University Gym, Tacloban City

	Dec. 8	Dec. 9	Dec. 10
	<b>BREAKFAST</b>		
Morning Sessions	Travel Time & Registration	MOL	MOL
		<b>Session 3:</b> RA 1150: No One Is Left Behind (Café)	<b>Session 8:</b> Inclusive Leadership and Management (Acuin)
		<b>Session 4:</b> The Multigrade Education: Crossing Borders; Traversing Miles to Reach the Unreached (Matan)	
		<b>Session 5:</b> Zooming in Special Needs Education from the Global Perspective to the Local Context (Endriano)	Candid Chats with the IE Champions
			Posttest
	<b>LUNCH BREAK</b>		
Afternoon Sessions	Opening Program	<b>Session 6:</b> Understanding Learners with Disabilities through Proper Diagnosis and Periodic Evaluation (Palami)	Closing Program
	IE Summit Digital Gallery Walk		
	Pretest on Inclusive Education		
	<b>Session 1:</b> Inclusive Education Policy and Curriculum (Mabutin)		
	<b>Session 2:</b> Tagging and Tracking Learners of the Different IE Programs for an Efficient Program Implementation (Gallano)	<b>Session 7:</b> Strategic Financial Management for Sustainable Education Programs (Tiu)	
	<b>Workshop: Making Sense of the LIS and EBEIS</b>	<b>Workshop on the Crafting of the WFP thru the PMIS</b>	
	<b>DINNER</b>		