



Republic of the Philippines  
Department of Education



OCT 24 2011

DepEd MEMORANDUM  
No. **240**, s. 2011

**NATIONAL CONFERENCE ON SPECIAL EDUCATION**



To: Regional Directors  
Schools Division/City Superintendents  
Heads, Public and Private Elementary Schools  
All Others Concerned

1. The Department of Education (DepEd), through the Special Education Division of the Bureau of Elementary Education (BEE) will hold the **National Conference on Special Education** with the theme "*Creating an Inclusive Environment for Teaching and Learning.*" This will be conducted at Punta Villa Hotel and Resort, Santo Niño Sur, Arevalo, Iloilo City on December 7-9, 2011.
2. The conference aims to:
  - a. provide the teacher-participants with knowledge on the methods and approaches in teaching children in an inclusive setting;
  - b. update them with current trends, skills and practices on the management of inclusive education schools;
  - c. present to them researches on inclusive education for adoption/adaption; and
  - d. recognize exemplary performances of SPED teachers and centers.
3. The participants are regular and Special Education (SPED) teachers, school administrators from public and private schools, Organization Administration and Supervision (OAS) scholars, schools division/city superintendents (SDSs) and assistant schools division superintendents (ASDSs), regional and division education supervisors, chiefs and assistant chiefs of elementary divisions, regional directors, parents and other special education service providers.
4. The participants from public schools/institutions shall attend on **official business** while those coming from the private schools/institutions may make arrangements with their respective officials. Gains from this Conference shall be applied in the implementation and management of educational programs for children with special needs. The tentative program is provided in Enclosure No. 1.
5. Interested presenters are requested to submit their papers, abstract, and curriculum vitae on or before **November 24, 2011**. Presentation should follow the format contained in Enclosure No. 2.
6. Each participant shall be charged Six Thousand Pesos (PhP6,000.00) as registration fee to cover expenses for board and lodging for three (3) days, certificates and conference kit. The first meal to be served will be breakfast on December 7 and the last meal will be p.m. snacks on December 9, 2011. Expenses incident to the participation of public school teachers and officials shall be charged to local funds subject to the usual accounting and auditing rules and regulations. The division SPED supervisors/coordinators are requested

to confirm the number of participants from their respective divisions **on or before November 18, 2011.**

7. The highlight of this conference is the awarding of prizes to the winners of the *Search for the Most Outstanding SPED Teachers and Centers*. The national finalists will be awarded certificates, while the national winners will be awarded plaques of appreciation and cash prizes. The registration and transportation allowance of the national and regional winners will be charged to local funds subject to the usual accounting and auditing rules and regulations.

8. For more information and queries, please contact **Ms. Mirla R. Olores**, Chief, SPED Division-BEE, DepEd Central Office, 2<sup>nd</sup> Floor, Bonifacio Bldg., DepEd Complex, Meralco Avenue, Pasig City at telefax no.: (02) 631-9993 or send a message through e-mail address: [sped\\_bee.deped@yahoo.com](mailto:sped_bee.deped@yahoo.com).

  
**FRANCISCO M. VARELA**  
Undersecretary  
Officer-in-Charge 

Encls.:

As stated

Reference: None

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

CONFERENCE  
OFFICIALS  
SPECIAL EDUCATION

R: Alma/DM national conference on special education  
October 14, 2011

(Enclosure No. 1 to DepEd Memorandum No. 240, s. 2011)

Enclosure 1 - Tentative Program Agenda

	<b>December 07</b> Strand 1 An Inclusive home environment	<b>December 08</b> Strand 2 An inclusive school setting	<b>December 09</b> Strand 3 A n inclusive community
<b>TIME</b>			
7:00-9:00	Registration	Plenary 2 Methods and Strategies in Teaching and Learning Training Initiatives	Plenary 4 Bridging gaps Alternative Programs
9:00- 9:45:00	Opening Program		
9:45-10:00	B r e a k		
10:00- 12:00	Plenary 1 Home and Family Initiatives Family Empowerment Early Learning Interventions	Plenary 3 Researches on Inclusion	Siblings/Parents Forum
12:00-1:00	L u n c h      B r e a k		
1:00-3:00	Concurrent Sessions 1	Concurrent Sessions 3	Awarding Ceremony
3:00-3:15	B r e a k		
3:15-5:00	Concurrent Sessions 2	Concurrent Sessions 4	Awarding and Closing

(Enclosure No. 2 to DepEd Memorandum No. 240, s. 2011)

**Enclosure 2 : Presentation Paper**

NATIONAL CONFERENCE ON SPECIAL EDUCATION  
Punta Villa Hotel and Resort  
December 07-09, 2011

**A. Content of Abstract**

1. Abstract must be in English.
2. Individual paper/abstract must not exceed 200 words, including the title of the paper and author's/presenter's name.
3. The abstract title must be brief, clearly indicating the nature of the study or presentation.
4. The text of the abstract should include:
  - A statement of the purpose of the research, project or presentation (preferably in one sentence)
  - A brief description of the methods used or issues involved
  - A summary of the results obtained or main points to be debated or presented

**B. Typing the Abstract**

1. Abstract must be typed as camera ready copy. Abstracts can be written with clear dark ribbon or printed by laser or inkjet printer (do not use dot matrix printer).
2. The title should be in bold type.
3. Leave one space after title.
4. The entire abstract, including title, author's or organizer's address and text must be typed within the appropriate margins. Use short specific titles and standard abbreviations.

**C. Time Limit for Presentation**

1. Plenary Session – 45 minutes for each presentation
2. Concurrent Session – 30 minutes for each presentation

**D. General Information**

1. Do not fold the Abstract Form
2. The full paper should not exceed 15 pages (double space, 21 cm X 30 cm-sized paper).
3. Accomplish also the presenter information form found on the next page.
4. Send the presenter information form, original abstract and presentation paper to:

**The Program Committee:**

National Conference on Special Education  
Special Education Division  
Bureau of Elementary Education  
Department of Education  
2nd Floor, Bonifacio Building  
DepEd Complex  
Meralco Avenue, Pasig City 1600  
or at  
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