



DepED MEMORANDUM  
No. **339**, s. 2006

SEP 27 2006

ORIENTATION OF SECONDARY SCHOOL HEADS/PRINCIPALS  
ON SPECIAL EDUCATION PROGRAM

To: Regional Directors  
Schools Division/City Superintendents  
Heads, Public and Private Secondary Schools

1. Pursuant to Sections 12 and 14 of Republic Act No. 7277 (Magna Carta for Disabled Persons) and the target trust of DepED Order No. 6, s. 2006 (Policies and Guidelines for Special Education at the Secondary Level) special education shall be institutionalized in all secondary schools. In this regard, the Department of Education (DepED) through the Bureau of Secondary Education (BSE) shall conduct an Orientation of Secondary School Heads/Principals on November 13-14, 2006 at Teachers Camp, Baguio City.
2. The orientation program aims to provide school heads/principals with the policies and guidelines in implementing SPED program at the secondary level. Participants shall also be provided information on the different training programs for SPED teachers conducted by BSE.
3. The participants in this orientation shall be the school heads of secondary schools who are offering special education and the division supervisor in-charge of SPED. They are expected to register on November 12, 2006 at 5:00-8:00 p.m.
4. A registration fee of Two Thousand Five Hundred Pesos (PhP2,500.00) shall be charged each participant to cover board and lodging, seminar kit, extra duty allowance of training staff and other incidental expenses.
5. The registration fee, transportation, per diem and other incidental expenses to be incurred by the participants shall be charged against local funds, while training venue rentals, and transportation, board and lodging of management staff shall be charged against BSE funds subject to the usual accounting and auditing rules and regulations.
6. Enclosed is the confirmation form to be submitted by the regional offices to Ms. Ma. Elsie C. Esmer of BSE, DepED Complex, Meralco Avenue, Pasig City on or before October 16, 2006 at telefax no. (02) 632-75-86.
7. Immediate dissemination of this Memorandum is desired.

  
JESLI A. LAPUS  
Secretary

Encl.: As stated

Reference: DECS Order: No. 6, s. 2006

Allotment: 1—(D.O. 50-97)

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

POLICY

PROGRAMS

SPECIAL EDUCATION

Sally - Orientation Principal on SPED prog.  
Sept. 18, 2006

Enclosure to DepED Memorandum No. 339, s. 2006

**Orientation of Secondary School Heads/Principals on Special Education Program**

Region: \_\_\_\_\_

List of participants:

Name	Position	School/Division
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