



Republic of the Philippines  
Department of Education  
National Capital Region  
**DIVISION OF CITY SCHOOLS**  
Quezon City, Metro Manila



August 26, 2011

**DIVISION MEMORANDUM**

**7-DAY SPED TEACHERS TRAINING ON MANIPULATIVE SKILLS DEVELOPMENT**

To: Assistant Schools Division Superintendents  
Division/District Supervisors  
Principals, Head Teachers and Officer In-Charge  
(Concerned Elementary and Secondary Schools)

1. For the information and guidance of the field, the Quezon City SPED Educators Association (QCSPEDEA) will hold a 7-Day SPED Teachers Training on Manipulative Skills Development on August 29, September 11, 18, 25, October 2, 9, 16, 2011 from 8:00 A.M. to 5:00 P.M. at 3rd Floor Training Room, Legislative Building, Quezon City Hall.
2. Attendance to this training will be given (7) days service credits.
3. Immediate and wide dissemination of this Memorandum is desired.

**CORAZON C. RUBIO, CESO VI**  
Schools Division Superintendent

/s.vargas

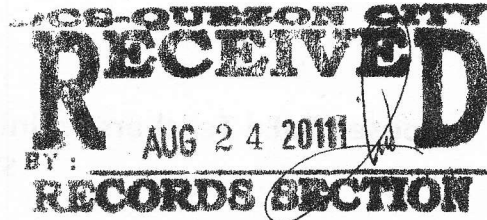


**Quezon City Special Education Educators Association, Inc.**  
**(QCSPED EA)**  
Division of City Schools Quezon City, Metro Manila  
SEC No.CN 2008

August 18, 2011

**CORAZON C. RUBIO, CESO VI**  
Schools Division Superintendent  
Office of the Superintendent  
Quezon City, Metro Manila

Dear Madam,



Peace and blessings of the Almighty be with you and your people!

The Quezon City SpEd Educators Association (QCSPED EA) have identified some of the needs of Special Education Teachers. One of these is the Vocational Training as service provider of our Students with Special Needs. Most of our SSN who are intellectually deficient and physically handicapped necessitated to be developed in manipulative skills where they could perform better and experience success.

As partner in education we, the leaders of QCSPED EA would like to do our share in the development of our special education by spearheading a series of Free Training on Manipulative Skills Development to SpEd Educators. Part of our mission is to be accountable in preparing our SpEd students for income generating skills, lead them to life achievement and future self independence.

To facilitate this project, the Federation of Persons with Disability Association of Quezon City headed by its President, Mr. Renato Cada, is very supportive to work hand in hand with us by providing FREE trainers and materials. On the other perspective, may I request on behalf of my fellow teachers in attendance for a grant of seven (7) days service credits in view of the fact that the training will be held on a Holiday and six (6) Sundays.

Attached is the matrix of the training for your approval.

Looking forward for your full support on this project.

Very truly yours,

*Daisy S. Escario*  
**DAISY S. ESCARIO**  
Master Teacher 1  
President, QCSPED EA  
2010-2012

Recommending Approval:

*Serafia C. Vargas*  
**Ms. SERAFIA C. VARGAS**  
General Education Supervisor  
In Charge of SPED

*Approved: Corazon C. Rubio*  
8/26/11



**Quezon City Special Education Educators Association, Inc.**  
**(QCSPEDEA)**  
**Division of City Schools Quezon City, Metro Manila**  
**SEC No.CN 200811785**

In Cooperation with

**Federation of Persons with Disability Associations of Quezon City**  
**(FPDA-QC)**

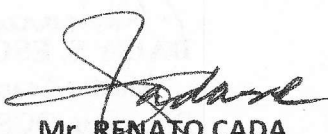


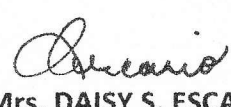
**Proposed SpEd Teachers Training On Manipulative Skills Development**  
**SY 2011-2012**

Objective: To develop the skills of SpEd Teachers as provider of formal education to Students with Special Needs in preparation for their (SpEd children) future economic independence

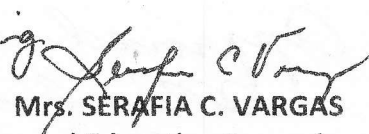
<b>Skills Training Description</b>	<b>Date</b> 8:00-3:00PM	<b>Demo Teachers Trainers/Consultants</b>	<b>Facilitators</b>	<b>Venue</b>
Massage / Reflexology	Aug 29, 2011 Monday (Holiday)	Ms Juanita G. Collado FPDA-QC	Ms Aurora dela Cruz & Ms Crisanta Jimenez	3 <sup>rd</sup> flr QCity Hall
Bead Works	Sept 11, 2011 Sunday	Mr. Arsenio Manalo & FPDA-QC	Ms Anna Joy Mariano	3 <sup>rd</sup> flr QCity Hall
Commercial Cooking	Sept 18 Sunday	Ms. Shirley Magadia Ms. Rose Casem	Josephine Penaflor	Bagong Silangan High School
Handicraft/Flower Makig for Christmas Items & for all occasions	Sept 25 Sunday	FPDA-QC	Ms. Neth Casamorin Ms. Marilou Lago	3 <sup>rd</sup> flr QCity Hall
Dish Gardening For All occasions	Oct 2, 2011 Sunday	Ms. Ma. Asuncion San Jose Ms. Judelyn Dupitas	Ms. Jasmin Aguilar Ms Estrella Bufete	Lagro High School
Bag Print Designing and Painting	Oct 9 Sunday	Mrs. Daisy S. Escario Ms Ma. Cristina Escario	Ms Teresita Correo Ms Irene Manalon	3 <sup>rd</sup> flr QCity Hall
Crocheting For Dress Edge Trimmings	Oct 16 Sunday		Ms. Frey G. Ramos Mrs. Mitsi-An Luna	3 <sup>rd</sup> flr QCity Hall
Industrial Art Exhibit Finished Products of SpEd Students	Dec 1- 9, 2011	QCSPEDEA & FPDA-QC	All SpEd Schools Coordinators & SpEd Teachers	QC Hall

Chairpersons:

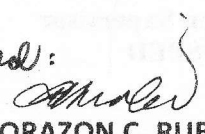
  
**Mr. RENATO CADA**  
President, FPDA-QC

  
**Mrs. DAISY S. ESCARIO**  
President, QCSPEDEA

APPROVAL:

  
**Mrs. SERAFIA C. VARGAS**  
General Education Supervisor

Approved:

  
**Dr. CORAZON C. RUBIO, CESO VI**  
Schools Division Superintendent