



Republic of the Philippines  
**Department of Education**  
Region V  
**SCHOOLS DIVISION OF SORSOGON**

January 13, 2023

**DIVISION MEMORANDUM**

No. 010, s. 2023

**DIVISION PARENT-TEACHER ASSOCIATION (PTA) FORUM CUM  
ELECTION OF PROVINCIAL FEDERATED PTA OFFICERS**

To: Assistant Schools Division Superintendent  
CID and SGOD Chiefs  
EPS-SGOD  
Division Legal Officer  
Public Schools District Supervisors/ OIC-PSDSs  
Senior Education Program Specialists  
EPS II SocMobNet  
Public Elementary, Secondary and Integrated School Heads  
Members of the Division PTA Affairs Committee  
Incumbent Division Federated PTA President  
Division PESPA President  
Division SAPSSHI President  
Division Federation of SPG & SSG Presidents  
All Others Concerned

1. The Department of Education Schools Division Office of Sorsogon through the Schools Governance and Operations Division shall spearhead the conduct of **Division Parent-Teacher Association Forum Cum Election of Provincial Federated Officers** on Monday, **January 23, 2023** at 1:00 pm at Bulwagan ng Karunungan, 3<sup>rd</sup> Floor, DepEd Schools Division Office of Sorsogon, Balogo Sports Complex, Sorsogon City.

2. The activity aims to:

- a. strengthen partnership and collaboration with the Provincial Federated PTA;
- b. discuss the salient features of the Omnibus PTA Guidelines;




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- b. discuss the salient features of the Omnibus PTA Guidelines;
  - c. discuss possible support of the Provincial Federated PTA to various programs, projects and activities of DepEd Sorsogon Province such as but not limited to the implementation of in person classes, Brigada Eskwela, Brigada Pagbasa, Gulayan sa Paaralan and among others, and
  - d. elect the Provincial Federated PTA Officers.
3. The participants in the forum are the following:
- a) Municipal Federated PTA Presidents, Vice Presidents & Secretaries
  - b) Members of the Division PTA Affairs Committee as follows:
    - Schools Division Superintendent
    - Assistant Schools Division Superintendent
    - Administrative Officer V (Admin. Services)
    - SEPS SocMobNet
    - Division PESPA and SAPPSHI Presidents
    - Division SPG and SSG Presidents
  - c) CID and SGOD Chiefs
  - d) EPS SGOD
  - e) Division Legal Officer
  - f) PSDSs/ OIC-PSDSs
  - g) SGOD Proper Personnel
  - h) Division Medical Officer & Nurses (3)
4. Since the elections of Municipal Federated PTA Officers were not carried out due to the postponement of the previously scheduled PTA Fora as stated in the Division Memorandum No. 194, s. 2022, it will still be pushed through with the PSDSs/ OIC-PSDSs as facilitators on or before January 20, 2023.
5. All the PSDSs/ OIC-PSDSs are requested to provide the SDO with the profile of the Municipal Federated PTA Officers utilizing the attached template.
6. Expenses relative to the conduct of the activity including snacks shall be charged to ASP/ BPLP PSF. Transportation and incidental expenses of the participants shall be charged to local fund/ MOOE/ ASP PSF/ School PTA fund subject to the existing accounting and auditing rules and regulations.
7. For information, guidance and compliance.

  
**JOSE L. DONCILLO, CESO V**  
 Schools Division Superintendent



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## PROFILE OF ELECTED MUNICIPAL FEDERATED PTA OFFICERS

Municipality \_\_\_\_\_

<b>Position</b>	<b>Complete &amp; Correct Name</b>	<b>Age</b>	<b>Address</b>	<b>Contact No.</b>	<b>Educational Attainment Elem. / HS / College Graduate</b>	<b>Occupation / Profession / Business</b>	<b>Membership in Organization / Club, etc. &amp; position</b> <i>(pls. state the name of org., club, etc.)</i>
<b>Chairperson</b>							
<b>Vice-Chairperson</b>							
<b>Secretary</b>							
<b>Treasurer</b>							

Submitted by: \_\_\_\_\_

**PSDS / OIC-PSDS**

Submitted on: \_\_\_\_\_