



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

December 4, 2024

**DIVISION MEMORANDUM**

No. 289, s. 2024

**DIVISION PARENT-TEACHER ASSOCIATION FORUM AND  
ELECTION OF THE 2024-2025 DIVISION FEDERATED PTA OFFICERS**

To: Assistant Schools Division Superintendent  
CID and SGOD Chiefs  
Section Heads  
Public Schools District Supervisors/ OIC-PSDSs  
Public Elementary, Secondary, Integrated and Private School Heads  
Municipal Federated PTA Officers  
Division PTA Focal Person  
PESPA & SAPSSHI Presidents  
All Others Concerned

1. The DepEd Schools Division Office of Sorsogon through the Schools Governance Operations Division (SGOD) Social Mobilization and Networking Unit shall conduct the Division Parents-Teachers Association Forum on December 16, 2024 from 8:00 am to 3:00 pm at the Bulwagan ng Karunungan, 3<sup>rd</sup> Floor of the SDO, Sorsogon Sports Arena Complex, Sorsogon City.

2. The forum aims to:

- a. orient the participants on the salient features on Omnibus Guidelines on the Regulation of Operation of Parent-Teacher Association (DepEd Order No. 13, s. 2022);
- b. update the participants on PTA issues and concerns;
- c. discuss possible programs, activities and programs of DFPTA and SPTA and other matters that would benefit the the learners, teachers and the schools; and
- d. elect and sworn into office the 2024-2025 Provincial Federated PTA Officers.

3. Expected to attend the forum are as follows:

- a. current and duly elected Municipal Federated PTA Chairmen, Vice Chairmen, Secretaries, Treasurers, Auditors and Business Managers - (6) per municipality



Balogo Sports Complex, Brgy. Balogo, Sorsogon City  
(056) 211-6461  
[sorsogon@deped.gov.ph](mailto:sorsogon@deped.gov.ph)  
[depedsorsogon.com.ph](http://depedsorsogon.com.ph)



- b. PSDSs/ OIC-PSDSs (23)
- c. Division PTA Affairs Committee (SDS, ASDS, AOV Admin., SEPS SocMobNet, Division Federated PTA Chairperson, PESPA and SAPSSHI Presidents, Federation Presidents of SELG and SSLG)
- d. Advisers of the Federated SELG and SSLG (2)
- e. Representative from Private Schools (1 from elem. and 1 from secondary)
- f. SDO-Based Officials and Personnel/ others to wit:
  - 1) SGOD Chief
  - 2) CID Chief
  - 3) Division Legal Officer
  - 4) Division Planning Officer
  - 5) EPS – SGOD
  - 6) EPS – Values Education
  - 7) SEPS of SM & E, HRTD and Planning & Research
  - 8) EPS II SocMobNet
  - 9) PDO I and II of SGOD
  - 10) SGOD Personnel
  - 11) Medical and Division Nurses (3)


4. The PSDSs/ OIC-PSDSs are requested to inform the Municipal Federated PTA Chairperson and other officers to attend the forum. With the assistance of the District Supervisors they need to pre-register at this link not later than Friday, December 6, 2024: <https://forms.gle/FQFKxFHqpn57AGaGA> .

5. The matrix of activities is still being finalized and will be shared to all concerned prior to the holding of the event.

6. For queries and other concerns, please contact Mr. Bernard D. Estrada, SEPS SocMobNet at mobile no. 0939-779-2687 or email at [bernardino.estrada@deped.gov.ph](mailto:bernardino.estrada@deped.gov.ph) .

7. **No registration fee will be collected.** Meals, supplies, materials and other incidental expenses are chargeable to Building Partnership & Linkages Program (BPLP) Program Support Fund (PSF) while expenses for travel and other expenses to be incurred by the participants shall be charged to their association fund/ school/ local funds or LGU's assistance subject to the existing budgeting, accounting and auditing rules and regulations.

8. For information, guidance and immediate dissemination to all concerned.

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

