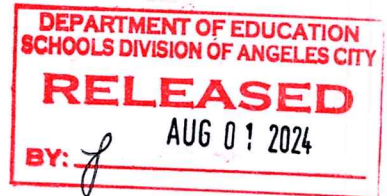




Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF ANGELES CITY



31 July 2024

DIVISION MEMORANDUM
No. 287, s. 2024

**SCHEDULE OF SCHOOL PARENT-TEACHERS ASSOCIATION (SPTA), AND DIVISION
FEDERATED PARENT-TEACHERS ASSOCIATION (DFPTA) ELECTIONS FOR SY 2024-
2025**

TO: Assistant Schools Division Superintendent
Chief ES, SGOD
Chief ES, CID
Heads of Public and Private Elementary and Secondary Schools
All other concerned

1. Pursuant to Regional Memorandum No. 534, s. 2024 titled "Schedule of Parent-Teacher Association (PTA) Election," all public elementary and secondary schools are expected to conduct elections of Homeroom Parent-Teachers Association (HPTA), Grade Level Parent-Teachers Association (GrPTA), and School Parent-Teachers Association (SPTA) until **September 6, 2024**.
2. All schools must submit the following on or before **September 17, 2024** through this link <https://tinyurl.com/School-PTA-Results>:
 - 2.1 Election Results with the list of SPTA-BOD officers and member for the current school year (together with their contact numbers and e-mail addresses); and
 - 2.2 Copy of the latest by-laws certified by the SPTA-BOD.
3. Elections of Division Federated Parent-Teachers Association (DFPTA) for SY 2024-2025 shall be on **October 18, 2024, 1:00 p.m.** at the **Gabaldon Building, Pulungbulu, Angeles City**.
4. Enclosed is the template for School Parent-Teachers Association (SPTA) election results, and the Regional Memorandum No. 534, s. 2024 for reference and guidance.
5. Immediate dissemination of and strict compliance with this Memorandum is highly enjoined.

ENGR. EDGARD C. DOMINGO PhD, CESO V
Schools Division superintendent *ED*





Republic of the Philippines
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REGION III
SCHOOLS DIVISION OFFICE OF ANGELES CITY

Encl: As stated
Reference None: Regional Memorandum No. 534, s. 2024
To be indicated in the Perpetual Index
Under following subject

SCHOOL PARENT-TEACHER ASSOCIATION ELECTION

PYC/EPsvr-SGOD/July 31, 2024





Republic of the Philippines
Department of Education
 REGION III
 SCHOOLS DIVISION OFFICE OF ANGELES CITY

Enclosure No. 1 to Division Memorandum No. 287, s.2024

School Parent-Teachers Association (SPTA) Election Results Template

Name of School: _____

With Existing By-Laws: Yes ____ / No ____

SPTA – Executive Committee

Positions	Name of Newly Elected SPTA Officers (SY 2024-2025)	Contact Number	E-mail Address
President			
Vice President			
Secretary			
Collecting and Disbursing Officer			
Auditor			
Business Manager			

SPTA – Board of Directors

Positions	Name of Newly Elected SPTA Officers (SY 2024-2025)	Contact Number	E-mail Address
Chairman			
Vice-Chairman			
Secretary			
Treasurer			
Member (if applicable)			
Member (if applicable)			
Member (if applicable)			





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SCHOOLS DIVISION OFFICE OF ANGELES CITY

Member (if applicable)			
Member (if applicable)			

Prepared:

ELECOM Chairperson

Noted:

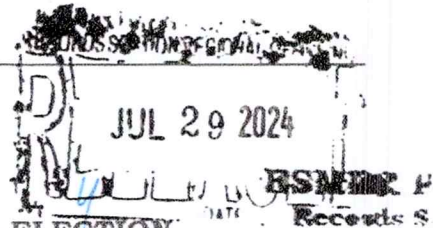
School Head



Republic of the Philippines
Department of Education
REGION III-CENTRAL LUZON

REGIONAL MEMORANDUM

No. 534, s. 2024



SCHEDULE OF PARENT-TEACHER ASSOCIATION (PTA) ELECTION

To : Schools Division Superintendents
Chief, School Governance and Operations Division (SGOD)
Division PTA Coordinators
Public and Private School Heads
All Others Concerned

1. Pursuant to DepEd Order No. 13, s. 2022 titled "Omnibus Guidelines on the Regulation of Operations of Parent-Teacher Associations", the following shall be observed by all public, private and non-DepEd managed schools offering the K to 12 Basic Education Program.

1.1 The conduct of PTA election of the new set of officers for HPTA, GrPTA, and SPTA-BOD shall be held within thirty (30) calendar days from the first day of classes.

1.2 The municipal or city FPTA election of the BOD members and its EXECOM Officers shall be within sixty (60) calendar days from the first day of classes, while the election for the provincial FPTA-BOD members and its EXECOM Officers shall be within seventy-five (75) calendar days from the first day of classes.

2. At the start of the School Year, the Election Committee (ELECOM) shall hereby create and convene immediately.

2.1 The ELECOM is composed of seven (7) members.

2.1.1 School head as Chairperson; and

2.1.2 Two (2) teachers and four (4) parent/guardian members as members to be appointed by the incumbent SPTA-BOD (or the outgoing SPTA-BOD. (see DepEd Order No. 13 s. 2022 for the criteria of selecting ELECOM members, page 10 of 74).

2.2 The ELECOM shall have overall supervision over the conduct of the HPTA and GrPTA elections and direct supervision over the conduct of election of the teacher representatives to the BOD and SPTA-BOD Officers and shall serve until the end of SY.

3. In Municipalities, the elections of the FPTA shall be facilitated by the Public Schools District Supervisor (PSDS) designated by the Schools Division



Address: Matalino St. D.M. Government Center, Maimpis,
City of San Fernando (P)
Telephone Number: (045) 598-8580 to 89
Email Address: region3@deped.gov.ph
Website: <https://region3.deped.gov.ph/>



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Department of Education
REGION III-CENTRAL LUZON

Superintendent (SDS) while in cities and provinces shall be facilitated by the Schools Division Superintendent (SDS).

3.1 The SDS shall decide the composition and the manner of selection of the ELECOM members. The SDS may pattern after section 10.3 and other relevant sections of DepEd Order No. 13 s, 2022 the guidelines the duties and responsibilities to govern the ELECOM and the conduct of FPTA election.

3.2 Shall provide the venue and logistical support, observe the election timeline, and shall not interfere with the conduct of the elections.

4. Further, the Regional Federated Parent-Teacher Association (PTA) Election will be on November 7, 2024. The venue shall be communicated in a separate Memorandum.

5. All Schools Division Offices (SDOs) through the Division PTA Coordinators are requested to submit the following on or before November 05, 2024 through this link: <https://tinyurl.com/PTA-Forms-SY24-25>.

5.1 List of SPTA-BOD & FPTA-BOD officers and members for the current SY (together with their contact numbers and email addresses);

5.2 Copy of their latest by-laws certified by the SPTA/FPTA-BOD; and

5.3 Consolidated PTA Monitoring Form, attached as annex A of DepEd Order No. 13 s, 2022.

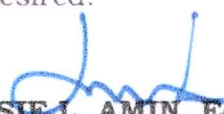
6. Travel and other expenses relative to the conduct of this activity shall be charged against the downloaded program support funds for partnership building and linkages subject to usual government accounting and auditing rules and regulations.

7. For inquiries and clarifications, you may directly communicate to Dr. Ginno Jhep A. Pacquing, Project Development Officer IV at ginnojhep.pacquing@deped.gov.ph.

8. For widest dissemination of this Memorandum is desired.

Encl.: As stated
References: Indicated in the guidelines
To be indicated in the Perpetual Index
under the following subjects:

PTA ELECTION
ESSD1/spp1
July 29, 2024


JESSIE L. AMIN, EdD, CESO V
Assistant Regional Director

To send feedback
regarding any of
our services,
kindly scan the
QR Code.



Address: Matalino St. D.M. Government Center, Maimpis,
City of San Fernando (P)

Telephone Number: (045) 598-8580 to 89

Email Address: region3@deped.gov.ph

Website: <https://region3.deped.gov.ph/>



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