



Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division Superintendent

October 12, 2023

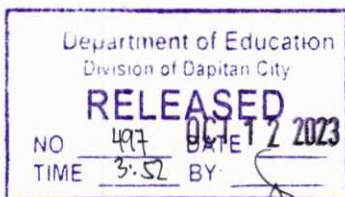
DIVISION MEMORANDUM

No. 497, s. 2023

**FEDERATED PARENT-TEACHER ASSOCIATION (FPTA) FORUM
AND ELECTION OF OFFICERS**

TO: Assistant Schools Division Superintendent
Chief Education Supervisors (CID and SGOD)
Public Schools District Supervisors
Public Elementary and Secondary School Heads
This Division

1. Pursuant to DepEd Order No. 013, s. 2022 re: Omnibus Guidelines on the Regulation of Operations of Parent-Teacher Associations, also known as the "Omnibus PTA Guidelines of 2022," the Schools Division of Dapitan City will conduct its **Federated Parent-Teacher Association (FPTA) Forum and Election of Officers** on October 19, 2022 at 8:30 am. The venue will be announced later.
2. The activity aims to:
 - a) discuss the salient features of the Omnibus Guidelines on the Regulation of Operations of Parent-Teacher Associations;
 - b) to give importance and sustainability of PTA activities and programs to support; and
 - c) elect new set of FPTA Officers for SY 2023-2024
3. Hence, School Heads are directed to inform their respective School Parent-Teacher Association (SPTA) Presidents to attend in the said activity.
4. Moreover, schools are reminded of their submission of their respective List of SPTA Officers, SPTA Official Recognition, accomplished SPTA Recognition Evaluation Tool, and SPTA Financial Report for SY 2022-2023.
5. For more information, please contact Johann Andrei A. Ladera, Education Program Specialist-II (SGOD-SMN) at 09175103941 or email at johann.ladera@deped.gov.ph.
6. For appropriate action.



DANNY B. CORDOVA, EdD, CESO VI
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Office of the Schools Division Superintendent



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Working Committees

Committees	Focal Persons	Roles and Responsibilities
1. Registration	<ul style="list-style-type: none">Mr. Vicente Ramon V. Suarez II	To take charge of the registration and attendance of participants and documents the activity process.
2. Activity Coordinator	<ul style="list-style-type: none">Johann Andrei A. Ladera	To prepare a program, assign and invite facilitators, and manage the activity. To prepare certificates and plaques of recognition and appreciation.
3. Documentation, Monitoring and Evaluation, and ELECOM	<ul style="list-style-type: none">Dr. Nueva A. AndagDr. Michelle V. Torres	To prepare, conduct, and consolidate program monitoring and evaluation. To assist and document in the Election of Officers
4. Venue Preparation	<ul style="list-style-type: none">Danilo S. Santiago	To ensures the preparedness of the venue, seat arrangement, and the mounting of tarpaulin
5. Technical and ICT Committee	<ul style="list-style-type: none">Lourence N. Reyes	To take charge of the technical and technological aspects of the activity
6. Health Protocol Committee	<ul style="list-style-type: none">Gwilym C. Elumba	To ensure the observance of the <i>minimum</i> health protocols.