



10 October 2024

DIVISION MEMORANDUM
No. 574, s. 2024

**SUBMISSION OF SCHOOL PARENT-TEACHER ASSOCIATION (SPTA)
IMPLEMENTATION PLAN FOR SCHOOL YEAR 2024-2025**

To : Assistant Schools Division Superintendent
Chief Education Supervisors, CID & SGOD
Public Schools District Supervisors/In-Charge of the Districts
Public Elementary and Secondary School Heads
All Others Concerned

1. Relative to DepEd Order No. 13, s. 2022 re: **Omnibus Guidelines on the Regulation of Operations of Parent-Teacher Associations**, Article 11, Sec. 11.6 Duties and Responsibilities of the SPTA-BOD and Its Officers, 11.6.1.3 states that:

"To plan activities and create opportunities conducive to the learning environment to support the teaching and learning process of learners, teachers, and school personnel consistent with Articles I, VI, and VII hereof"; and

Article IX - Progress Monitoring of a School PTA, Section 38.2 on the *submission of accomplishment and financial reports.*

2. In line with this, this Office through the SGOD-Social Mobilization and Networking Unit enjoins all public schools to submit their SPTA Implementation Plan for SY 2024-2025 to their respective District Offices. A copy of the said implementation plans must be submitted to this Office on or before October 25, 2024 at the Records Section.

2. The aforementioned action plan shall serve as the bases of the different activities to be conducted by the School Parent-Teacher Association (SPTA) during their term of office.

3. The SPTA Implementation Plan template is found in the enclosure to this memorandum.

4. For immediate dissemination and compliance.

By Authority of the OIC-Schools Division Superintendent:

ATTY. NORLITO JR. P. AGUNDAY
Attorney III - Legal Officer
Officer-In-Charge

SGOD/mbb
10/10/2024





Republika ng Pilipinas
Kagawaran ng Edukasyon
 REHIYON V - BICOL
TANGGAPANG PANSANGAY NG CATANDUANES

(Name of School) SPTA ACTION PLAN
School Year: 2024 - 2025

General Objective/s: _____

| Specific Objective/s | Activity | Strategy | Time Frame (Please check) | | | | Personnel Involved | Physical Requirement | Resource Requirement | | Mode of Verification | Success Indicator |
|----------------------|----------|----------|------------------------------|----|----|----|--------------------|----------------------|----------------------|-------------|----------------------|-------------------|
| | | | Q1 | Q2 | Q3 | Q4 | | | Amount | Fund Source | | |
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Prepared by: _____

Approved by: _____

Noted: _____

 SPTA Secretary

 School Head

 PSDS

Attested:

 SPTA President



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