



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

UNNUMBERED MEMORANDUM
OSDS-SGOD-01-8-2025

TO : OIC-Assistant Schools Division Superintendent
Chief Education Supervisors, CID & SGOD
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary Schools Heads
Provincial Federated PTA Officers
All Others Concerned

FROM : **CECILE C. FERRO CESO VI**
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

SUBJECT : ADVISORY AND ADDENDUM TO DIVISION MEMORANDUM NO. 004,
s. 2025 RE: DIVISION PARENT-TEACHER ASSOCIATION (PTA)
FORUM

DATE : January 8, 2025

1. This is to inform all concerned that the Division Parent-Teacher Association (PTA) Forum originally set on January 10, 2025 will be moved to **February 2025** due to the overlapping of activities. Exact date will be issued in another advisory.
2. In addition to Enclosure No. 2 of the attached memorandum, the following are the participants from the municipality of Virac to wit:

Municipality	Participants	Number
Virac	PSDS	2
	School Head	2
	MFPTA Core Officers	5

3. Other information stated in the memorandum shall remain in effect.
4. For information and guidance.

SGOD/mbb
01/08/2025



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January 02, 2025

DIVISION MEMORANDUM
No. 004, s. 2025

DIVISION PARENT-TEACHER ASSOCIATION (PTA) FORUM

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

1. With reference to CO-EPS-11-2188, s. 2024, titled "2024 Parent-Teacher Association Forum", this Office through the SGOD-Social Mobilization and Networking Unit shall conduct the **Division Parent-Teacher Association Forum on January 10, 2024, 8:00 a.m. to 5:00 p.m.** at Queen Maricel Inn, San Isidro Village, Virac, Catanduanes.
2. The objective of the forum are the following:
 - a. Discuss the key features of the DepEd Order No. 13, s. 2022 (Omnibus Guidelines on PTA Operations);
 - b. Explain the roles/expectations from PTA Officers during the Local School Board (LSB) Meetings;
 - c. Discuss the partnership program and projects with PTA aligned with the 5-Point Agenda; and
 - d. Enlighten the PTA Officers on DepEd Order No. 40, s. 2012 re: DepEd Child Protection Policy and Positive Discipline on Everyday Parenting (PDEP).
3. The target participants to this activity are the five (5) core officers of the Municipal Federated PTA (President, Vice President, Secretary, Treasurer and Collecting and Disbursing Officer), Public Schools District Supervisors/In-Charge of the Districts, and one (1) School Head per district to be identified by the PSDS. In the absence of the core officer, any MFPTA officer to complete the group may be replaced.
4. Enclosed in this memorandum is the Indicative Program of Activities for reference.
5. Travel and other incidental expenses shall be charged against PTA Funds, Local Funds/School MOOE while the meals and venue shall be charged to the Building Partnerships and Linkages Program (BPLP) fund subject to the usual accounting and auditing rules and regulations.
6. For immediate dissemination, guidance, and compliance.

[Signature]
CECILE C. FERRO, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

SGOD/mbb
01/02/2025



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Enclosure No. 1 to Division Memorandum No. 004, s. 2024

INDICATIVE PROGRAM OF ACTIVITIES

TIME	ACTIVITIES	SPEAKER/PRESENTER
8:00 – 8:30 AM	Registration	
8:30 – 8:40 AM	Program Preliminaries	
8:40 – 8:45 AM	Acknowledgement of Participants	Imaculate T. Latorre EPS II, SocMobNet
8:45 – 8:50 AM	Welcome Remarks	Mary Jean S. Romero Chief ES, SGOD
8:50 – 8:55 AM	Message	Cecile C. Ferro, CESO VI ASDS, OIC-Office of the SDS
8:55 – 9:00 AM	Statement of Purpose	Marife B. Brequillo SEPS, SobMobNet
9:00 – 9:45 AM	DepEd 5-Point Agenda and DepEd Priorities	Delfin A. Bondad PSDS, OIC-Office of the ASDS
9:45 – 10:00 AM	Health Break	
10:00 – 11:30 AM	Salient Features of DepEd Order No. 13, s. 2022	Atty. Norlito Jr. P. Agunday Attorney III – Legal Officer
11:30 – 12:00 NN	Open Forum	Imaculate T. Latorre Moderator
12:00 – 1:00 PM	Lunch Break	
1:00 – 2:00 PM	Roles of PTA Officers during Local School Board Meetings	DILG Representative
2:00 – 2:30 PM	PTA Officers and Members' Roles and responsibilities	Marife B. Brequillo SEPS, SobMobNet Division PTA Coordinator
2:30 – 4:00 PM	Salient Features of DepEd Order No. 40, s. 2012 (DepEd Child Protection Policy) and Positive Discipline on Everyday Parenting (PDEP)	Rosario R. Vegim Nurse II Division Child Protection Focal Person
4:00 – 4:35 PM	Synthesis and Ways Forward	Marife B. Brequillo SEPS, SobMobNet Division PTA Coordinator
4:35 – 5:00 PM	Awarding of Certificates Photo Opportunity	



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Enclosure No. 2 to Division Memorandum No. 004, s. 2024

LIST OF PARTICIPANTS

MUNICIPALITY	PARTICIPANTS	NUMBER
Bagamanoc	PSDS	2
	MFPTA Core Officers	5
	School Head	2
Baras	PSDS	2
	MFPTA Core Officers	5
	School Head	2
Bato	PSDS	2
	MFPTA Core Officers	5
	School Head	2
Caramoran	PSDS	2
	MFPTA Core Officers	5
	School Head	2
Gigmoto	PSDS	1
	MFPTA Core Officers	5
	School Head	1
Pandan	PSDS	2
	MFPTA Core Officers	5
	School Head	2
Panganiban	PSDS	1
	MFPTA Core Officers	5
	School Head	1
San Andres	PSDS	2
	MFPTA Core Officers	5
	School Head	2
San Miguel	PSDS	2
	MFPTA Core Officers	5
	School Head	2
Viga	PSDS	2
	MFPTA Core Officers	5
	School Head	2
	Facilitators/Speakers	5
Total		100



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Republic of the Philippines
Department of Education
OFFICE OF THE SECRETARY
EXTERNAL PARTNERSHIPS SERVICE



CO-EPS- 11-2188 S. 2024

MEMORANDUM

TO : ALL REGIONAL DIRECTORS
SCHOOLS DIVISION/CITY SUPERINTENDENTS

ATTENTION : REGIONAL PARTNERSHIP FOCAL PERSONS
DIVISION PARTNERSHIP FOCAL PERSONS

FROM : *[Signature]*
GEORGINA ANN H. YANG
Assistant Secretary

SUBJECT : 2024 PARENT-TEACHER ASSOCIATION (PTA) FORUM

DATE : October 31, 2024

The Parent-Teacher Associations (PTAs) have been assisting the schools in promoting basic education. As an active partner of the Department of Education (DepEd), the External Partnerships Service (EPS) conducted various activities to strengthen the engagement with PTAs and to address issues that are important to parents and public school administrators. This year, EPS will continue to convene PTAs to provide updates, formulate solutions related to school operations, and improve collaboration that will further intensify its engagement with PTAs.

In this regard, EPS in collaboration with the Operations Strand shall conduct the 2024 Parent-Teacher Association (PTA) Forum on November 28-29, 2024 which will be held in Region VII. Aligned with this, we would like to invite the identified personnel reflected in the attached Annex A to attend and participate in the onsite conduct of the activity, broken down as follows:

1. PTA Federated Officers (Provinces and Independent Cities);
 - 1.1 Federated PTA President
 - 1.2 Federated PTA Vice President
 - 1.3 Federated PTA Secretary/Treasurer
2. Regional Partnership Focal Persons; and
3. Division Partnership Focal Persons.

The travel and other incidental expenses of participants will be chargeable against the Program Support Funds - Building Partnership and Linkages (PSF-BPLP) and/or local funds subject to existing accounting and auditing rules and regulations.

Also attached is the Administrative Note, for reference and guidance.

For immediate dissemination and strict compliance.

Thank you very much.

