



Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY

DIVISION OF CAGAYAN DE ORO CITY
RELEASED
MAY 28 2024

Office of the Schools Division Superintendent

27 May 2024

DIVISION MEMORANDUM

No. 389 s.2024

REITERATION IN THE CONDUCT OF SCHOOL PTA ELECTION

TO: PUBLIC SCHOOL DISTRICT SUPERVISORS
PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS
TEACHING AND NON-TEACHING PERSONNEL

1. Pursuant to DepEd Order No. 013, s. 2022 titled Omnibus Guidelines on the Regulations of Operations of Parent-Teacher Associations (PTAs), all school heads are reminded that the election of school PTA, which includes Homeroom PTA, Grade PTA, and School PTA Board of Directors (SPTA-BOD), shall only be conducted after the First General Assembly and within **thirty (30) calendar days** from the **first day of classes**. Thus, any election of school PTA officers which does not adhere to the standard date stipulated in the aforesaid guidelines is invalid and will not be recognized by this Office.
2. The submission of the roster of elected classroom PTA Officers as articulated in *item no. 2, letter D in Division Memorandum no. 345 s. 2024* would refer to the elected set of school/classroom PTA Officers for SY 2023-2024.
3. This Office directs the immediate and widest dissemination of this Memorandum.

ROY ANGELO E. GAZO
Schools Division Superintendent

To be indicated in the Perpetual Index
under the following subjects:

PTA ACTIVITIES

JL/DM- Reiteration in the conduct of School PTA Election



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