



Republic of the Philippines
Department of Education
REGION IV- A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

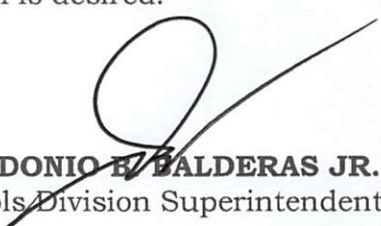
02 September 2026

DIVISION MEMORANDUM
No. 589 s. 2026

**DIVISION-WIDE ORIENTATION ON THE OMNIBUS GUIDELINES GOVERNING
PARENTS-TEACHERS ASSOCIATIONS (PTAs) AND OTHER RELATED
CONCERNS FOR SCHOOL HEADS AND PARENT LEADERS**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary and Secondary Schools
Heads, Unit/Section
All Others Concerned

1. Pursuant to **DepEd Order No. 13, s. 2022** titled **Omnibus Guidelines on the Regulation of Operations of Parents Teacher Associations**, the City Schools Division of the City of Tayabas will conduct the **Division-Wide Orientation on the Omnibus Guidelines Governing PTAs and Other Related Concerns for School Heads and Parent Leaders** from **7:30 a.m. to 4:30 p.m. on September 11, 2026** at **Tayabas East Central School**.
2. This activity aims to capacitate members of the PTA on the technical know-how on PTA regulation and implementations. Participants to this activity are the Officers of the School PTAs and select SDO personnel.
3. Refer to Enclosure 1 for the Program Matrix.
4. Immediate dissemination of this Memorandum is desired.


CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

Encl.: As stated
Reference: DepEd Order No. 13, s. 2022
To be indicated in the Perpetual Index
under the following subjects:

PTA
ORIENTATION

SGOD- division – wide orientation on the omnibus guidelines governing pta and other related concerns for school heads and parent leaders
SGOF42RQ-005488/September 02, 2026



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Enclosure 1

Program Matrix

**DIVISION-WIDE ORIENTATION ON THE OMNIBUS GUIDELINES GOVERNING
PARENTS-TEACHERS ASSOCIATIONS (PTAS) AND OTHER RELATED
CONCERNS FOR SCHOOL HEADS AND PARENT LEADERS**

September 11, 2026

7:30AM

Time	Activity	Person Responsible
7:30 – 8:00 AM	Registration	Registration Committee
8:00 – 8:15 AM	Opening Prayer, National Anthem, CALABARZON Hymn, Tayabas Hymn	AVP / Assigned School
8:15 – 8:25 AM	Welcome Remarks	HERBERT D. PEREZ, CESO VI Assistant Schools Division Superintendent
8:25 – 8:35 AM	Acknowledgment of Participants	MARIA CORAZON A. BORBON Education Program Supervisor
8:35 – 8:50 AM	Inspirational Message	CELEDONIO B. BALDERAS JR. Schools Division Superintendent
8:50 – 9:00 AM	Rationale and Objectives	IMELDA C. RAYMUNDO CES- SGOD
9:00 – 10:00 AM	Session 1: Overview of the Omnibus Guidelines Governing PTAs • Legal Bases • Purpose of PTAs • Organizational Structure	PIERCE ALDWIN B. CO Legal Assistant
10:00 – 10:15 AM	HEALTH BREAK	
10:15 – 11:15 AM	Session 2: Roles and Responsibilities of PTA Officers and School Heads	FRANCIS M. NAVELA II Master Teacher I
11:15 – 12:00 AM	Session 3: Financial Management under the Omnibus PTA Guidelines • PTA Funds • Collection Policies • Financial Reports • Audit Requirements	JOAN KATHLEEN T. BRIZUELA Education Program Specialist II
12:00 – 1:00 PM	LUNCH BREAK	
1:00 – 1:30 PM	Session 4: Allowable and Prohibited PTA Activities	MARIA CORAZON A. BORBON Education Program Supervisor
1:30 – 2:00 PM	Session 5: State of SPTA Implementation: Challenges, Findings and Recommendations	MONTANO L. AGUDILLA JR. SEPS – SMME
2:00 – 2:30 PM	Session 6: Responding to School Needs: Priority Programs for PTA Engagement	JOAN KATHLEEN T. BRIZUELA Education Program Specialist II
2:30 – 3:30 PM	Workshop 1: Developing School PTA Compliance Plans	MARIA CORAZON A. BORBON Education Program Supervisor

3:30 – 3:45 PM	HEALTH BREAK	
3:45 – 4:15 PM	Presentation of Outputs	School Representatives
4:15 – 4:30 PM	Way Forward Alignment of Support to DEDP/SIP/AIP	IMELDA C. RAYMUNDO CES- SGOD