



Republic of the Philippines
Department of Education
Region IV – A CALABARZON
DIVISION OF TAYABAS CITY
Tayabas City



DIVISION MEMORANDUM NO. 145

**TO : OIC-ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
CHIEFS, EDUCATION PROGRAM SUPERVISORS, CID AND SGOD
EDUCATION PROGRAM SUPERVISORS
HEADS, PUBLIC ELEMENTARY AND SECONDARY SCHOOLS**

FROM : CATHERINE P. TALAVERA, Ph.D.
OIC-Schools Division Superintendent

BY:  SANCHO CALATRAVA
Officer-of-the-Day/EPS

SUBJECT: PARENTS-TEACHERS ASSOCIATIONS (PTA) ELECTIONS

DATE : June 19, 2017

Pursuant to DepEd Order No. 54, s. 2009, also known as Revised Guidelines Governing Parents-Teachers Associations at the School Levels and DepEd Order No. 77, s. 2009 on the Guidelines of Elections of the Parents-Teachers Associations at the School Levels and Federations, Schools Division of Tayabas City shall strictly observe the following schedule:

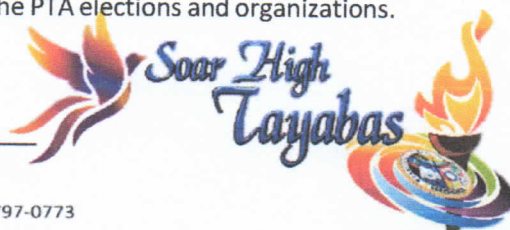
- a. The organization of Homeroom PTAs and election of officers shall be held fifteen (15) days from the start of the school year;
- b. The election of the Board of Directors (BOD) of the School PTA shall be held within thirty (30) days from the start of the school year;
- c. The election of the Officers of the school PTA shall be on the same day of their election on the BOD;
- d. The election of Officers of the Municipal and City Federations of PTAs shall be held within forty-five (45) days from the start of the school year;
- e. The election of the Provincial Federations of PTAs shall be held within sixty (60) days from the start of the school year.

All school heads are directed to create and convene a six (6) member Election Committee (ELECOM). The ELECOM must be composed of two (2) teachers, one of whom shall be the chairperson and the latter shall vote only in case of a tie; and four (4) parent-members. They shall facilitate the conduct of the Homeroom and School PTA elections.

This activity aims to ensure the implementation of specific guidelines especially in the areas of PTA elections and organizations, and progress monitoring and evaluation.

Attached is the copy of the monitoring tool and the monitoring officials for the PTA elections and organizations.

SGOD
DM-2017





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MONITORING OFFICIALS FOR THE PTA ORGANIZATION AND ELECTION

NAME OF SCHOOL	MONITORING OFFICIALS
BUSAL WPNHS WPES NPES	Nonilon Nadal
East Palale South Palale Lakawan Alsam	Ermelo Escobiñas
TECS TWCS II Wakas RQMNH	Fideliza V. Luces
Katigan Ilasan Pandakaki Mate	Fely Ocumin
Bukal Kalumpang Gibanga Malao-a Ipilan	Joan Kathleen T. Brizuela
Domoit FELES PotoI LPNHS SHS	Maria Olga Endencia
TWCS I TWCS III TWCS IV Dapdap Lalo	Luzviminda E. Saludaes
Valencia Masin Lawigue	Glen Baer

Note: This serves as travel order.



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MONITORING TOOL FOR THE OPENING OF CLASSES
SY 2017- 2018

NAME OF SCHOOL:	DATE:
NAME OF SCHOOL HEAD:	

Indicators	Date Organized	Evident	Not Evident	Remarks
PRE IMPLEMENTATION				
<p>Creation of ELECOM.</p> <p>Write down name of ELECOM in the remarks section.</p> <ul style="list-style-type: none"> a. Chairperson (Teacher) b. Teacher (will vote only in case of a tie) c. Parent member d. Parent member e. Parent member f. Parent member 				
IMPLEMENTATION				
<p>1. Organization of Homeroom PTAs and election of officers within 15 days at the start of the school year.</p>				
<p>2. Election of the Board of Directors (BOD) of the School PTA shall be held within thirty (30) days from the start of the school year.</p> <p>Write down name of the BOD in the remarks section.</p> <ul style="list-style-type: none"> a. President b. Vice President 				

c. Secretary				
d. Treasurer				
e. Auditor				
f. Member				
g. Member				
h. Member				
i. Member				
j. Member				
k. Member				
l. Member				
m. Member				
n. Member				
o. Member				
3. Election of the Officers of the school PTA shall be on the same day of their election on the BOD.				
4. Election of Officers of the Municipal and City Federations of PTAs shall be held within forty-five (45) days from the start of the school year.				
POST IMPLEMENTATION				
1. Conduct of PTA Oath taking.				
2. Certificate Recognition from School Head				

Agreement

Monitored by:

Signature over printed name of School Head

Name and Designation of Monitoring Officer



We are an emerging division where excellence is a habit and allegiance for quality is a pledge.

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