



Republic of the Philippines  
Department of Education  
Region VII, Central Visayas



## DIVISION OF CEBU PROVINCE

Sudlon, Lahug, Cebu City

JUL 23 2013

### DIVISION MEMORANDUM

No. 379 s. 2013

**REITERATING ADHERENCE TO AND COMPLIANCE WITH THE  
PROVISIONS CONTAINED IN DEPED ORDER NO. 54, S.2009,  
DEPED ORDER NO. 77, S. 2009 AND DEPED ORDER  
NO. 83, S.2010 RE GUIDELINES ON THE CONDUCT  
OF ELECTIONS OF THE PARENTS – TEACHERS  
ASSOCIATIONS (PTAs) AT THE SCHOOL  
LEVEL AND FEDERATIONS**

To: OIC, Assistant Superintendents  
Education Supervisors/Coordinators  
District Supervisors/OICs  
Elementary and Secondary School Heads

1. Pursuant to Regional Memorandum No. 406 s. 2013, this Office reiterates the strict adherence to and compliance with the provisions contained in DepEd Order No. 54, s. 2009, DepEd Order No. 77, s. 2009 and DepEd Order No. 83, s. 2010 re Revised Guidelines on the Conduct of Elections of the Parents- Teachers Associations (PTAs) at the school level and municipal federations.

2. To ensure smooth conduct of the elections of Parents-Teachers Association (PTAs), all district supervisors/OICs, elementary and secondary schools heads are encouraged to include the discussions on their conferences, the contents of DepEd Order 54, s. 2009, DepEd Order No. 77, s. 2009 and DepEd Order No. 83, s. 2010 and to closely monitor the elections of PTA Officers.

3. You are hereby advised to take note of the suggested dates in conducting the PTA elections, as follows:

DATE	NO. OF DAYS FROM THE START OF THE SCHOOL YEAR	LEVEL OF ELECTION OF PTA OFFICERS
June 21, 2013	15 days	Organization of Homeroom PTAs and election of their officers
July 4, 2013	30 days	Election of members of the Board of Directors of the School PTA from among the elected Homeroom PTA Presidents
July 25, 2013	45 days	Election of Officers of the Municipal Federations of PTAs from among the Presidents of the School PTAs of all elementary and secondary schools
August 15, 2013	60 days	Election of Officers of the Provincial Federation of PTAs from among the Municipal Federations

4. A written report on the conduct of the PTA elections shall be submitted to this Office , on or before July 31, 2013. Use the attached template.

5. Immediate and wide dissemination of this Memorandum is desired.

  
**ARDEN D. MONISIT, Ed. D.**  
 Schools Division Superintendent

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**WRITTEN REPORT ON THE CONDUCT OF THE ELECTIONS OF PTAs  
AND FEDERATIONS  
School Year 2013 – 2014**

Name of School / District / Municipality \_\_\_\_\_

1. Introduction:

II. List of Names Of School/Municipal Federated PTA Officers

III. Issues and Concerns

IV. Suggestions/Recommendations

Prepared By:

\_\_\_\_\_  
School Head/Principal