



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



DIVISION OF CEBU PROVINCE

Sudlon, Lahug, Cebu City

AUG 13 2013

DIVISION MEMORANDUM
NO. 430 S. 2013

**CEBU PROVINCE DIVISION FEDERATION OF PARENTS -
TEACHERS ASSOCIATION (PTA) ELECTION -
INDUCTION AND MEETING
OF OFFICERS**

**TO: OIC, Assistant Superintendents
Education Supervisors/Coordinators
District Supervisors/ OICs
Secondary School Heads**

1. This Office announces the Cebu Province Division Federation Of Parents-Teachers Association (PTA) Election – Induction And Meeting Of Officers at Ecotech Center, Sudlon Lahug, Cebu City on August 20, 2013 at 8:00 o' clock in the morning to 5:00 o'clock in the afternoon.
2. The objectives of the said activity are the following:
 - a. election of officers of the Division PTA Federation SY 2013-2014
 - b. induction of the new set of officers
 - c. acknowledged the Division PTA Federation accomplished projects
 - d. discuss significant issues and concerns
3. The participants to this undertaking are the newly elected Municipal PTA Federation Presidents and the Municipal/District PTA Focal Persons.
4. To ensure one hundred percent attendance of participants, all District Supervisors/ OICs and Secondary Lead Principals are enjoined to inform and reassure the presence of their Municipal PTA Federation President and Municipal/District PTA Focal Person.

5. Traveling expenses of the Municipal Federation PTA Presidents and Focal Persons relative to the participation of this endeavor is chargeable against their respective PTA Funds while the expenses for two(2) snacks ,(1) meal and rental of venue is chargeable against Division MOOE subject to its availability and the usual rules and regulations.
6. This Memorandum shall serve as Authority To Travel.
7. Immediate and wide dissemination of this Memorandum is desired.

ARBEN D. MONISIT, Ed. D
Schools Division Superintendent

Telephone Numbers:
Schools Division Superintendent (032)255-6405
Asst.Schools Division Superintendent (032)414-7457
depedcebuprovince@yahoo.com
Accounting Section: (032)254-2632
Disbursing Section: (032)255-4401
Admin/Legal (032)253 -7847

Website: www.depedcebuprovince.com
Email Add:

**CEBU PROVINCE DIVISION FEDERATION OF PARENTS-TEACHERS
ASSOCIATION (PTA) ELECTION-INDUCTION AND MEETING
OF OFFICERS**

**August 20, 2013
Ecotech Center, Sudlon Lahug, Cebu City**

PROGRAM OF ACTIVITIES

- Part I. Registration..... 8:00 a.m. – 9:00 a.m.
- Part II. Opening Program 9:00 a.m. – 10:00 a.m.
(see separate program)
- Snacks..... 10:00 a.m. – 10: 30 a.m.
- Part III. Election Of Officers 10:30 a.m. – 12: 00 a.m.
Induction Of Officers SDS Arden D. Monisit
- Lunch Break
- Part IV. 1:00 p.m. - 5 :00 p.m.
- Conference Proper - Assistant SDS Roseller N. Gelig