



December 2, 2019

DIVISION MEMORANDUM

No. 768, s. 2019

***PARENT-TEACHER ASSOCIATION GENERAL ASSEMBLY
OF PROVINCIAL FEDERATION BOD, MUNICIPAL
FEDERATION PRESIDENTS AND ALL PSDSs***

TO: Assistant Superintendents
Chiefs of SGOD and CID
Division Supervisors/Coordinators
SEPS and EPS 2
District Supervisors/OICs
Elementary and Secondary School Heads

1. This Office will conduct a General Assembly of all Division Federation PTA, Municipal Federation PTA Presidents and all PSDSs on December 9, 2019 at DepEd Ecotech Center, Lahug, Cebu City at 8:00 am – 5:00 pm.
2. This activity aims to acquaint and revisit issuances on functions, roles & responsibilities and PTA guidelines that would bring great help to the benefit of the learners and the whole division as well.
2. Participants to this PTA General Assembly are All Provincial Federation PTA Board of Directors (15), Municipal Federation PTA Presidents (44) and Public Schools District Supervisors (57).
3. Public Schools District Supervisors are requested to inform the identified participants to attend the said assembly.
4. This Memorandum serves as an Authority to Travel of the participants.
5. Foods and Snacks, Venue Rental, incidental expenses are chargeable against Division Local Stakeholders Convergence Funds while Travelling and Transportation expenses are chargeable against Division/School/Local PTA Funds or any other source of funds subject to availability and the usual accounting and auditing rules and regulations.
6. Immediate dissemination of this Memorandum is desired.


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Schools Division Superintendent 

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