



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CITY SCHOOLS-TAGBILARAN
City of Tagbilaran



August 22, 2018

DIVISION MEMORANDUM

NO. 481, s. 2018

SY 2018-2019 PTA BOARD OF DIRECTORS' ORIENTATION & SEMINAR

To: Heads, Public Elementary and Secondary Schools
All Others Concerned

1. In coordination with the Tagbilaran City Division Federated Parents-Teachers Association (FPTA), this Office announces the conduct of **PTA Board of Directors' Orientation and Seminar** on **August 27, 2018, Monday, at 9:00 o'clock in the morning at Panda Tea, Dao, Tagbilaran City.**
2. The objective of this activity is to orient the PTA Officers on their important roles in the school and their duties and responsibilities.
3. Participants are preferably the following: School PTA Presidents, Vice Presidents, Secretaries, Treasurers, Auditors and BODs.
4. A registration fee of Three Hundred Fifty (Php 350.00) pesos per participant is earmarked for the cost of meals and snacks chargeable to their respective PTA funds or any other school funds. Attached is the communication from the Division Federated PTA President for details.
5. Immediate dissemination of this Memorandum is desired.


VIRGINIA C. ZAPANTA, Ed.D., CESO V
Schools Division Superintendent

Tagbilaran City Federated Parents-Teachers Association
DepEd City Schools Division
City of Tagbilaran

August 15, 2018

Dr. Virginia C. Zapanta, Ed.D., CESO V
Schools Division Superintendent
Department of Education
Tagbilaran City Schools Division
City of Tagbilaran

DEPARTMENT OF EDUCATION
TAGBILARAN CITY SCHOOLS DIVISION
SIS. OFFICE
RECEIVED

BY: [Signature] TIME: 11:17 AM
DATE: 8/16/18 GTR #: _____

Madam:

Greetings!

*The Federated Parents-Teachers Association (FPTA) of this city in coordination with the DepEd Tagbilaran City Division will be holding its Orientation Seminar on Monday, **August 27, 2018** as agreed during its first meeting on August 14, 2018 at Reynas Haven. Participants are School PTA Presidents, Vice Presidents, Secretary, Treasurers, Auditors and PIOs from the 24 public schools in the City of Tagbilaran. The objective of this activity is to orient the PTA Officers on their duties and responsibilities as a support group to the school.*

*In view therefore, **In view therefore, we would like to request your good office to provide us facilitators to discuss the important role of each PTA Officer in the association, its duties & responsibilities and other important DepEd Orders in relation to PTA governance. It is also requested that DepEd Memo on random bag inspection be disseminated as it is necessary for the parents to be oriented before its implementation.***

We look forward to your positive response.

Thank you and God Bless.

Very truly yours,

[Signature]
HERMES T. ANGOY
FPTA President

Cc: Dr. Aquilino Milar, Jr.
DepEd Tagbilaran City