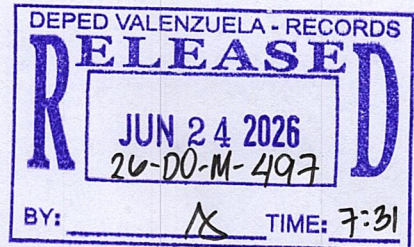


DepEd ICT Unit
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Control no.: 26446620



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



SCHOOLS DIVISION OFFICE OF VALENZUELA CITY

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM
No. 0501 s. 2026

**REITERATION OF OMNIBUS GUIDELINES ON THE REGULATION OF
OPERATIONS OF PARENTS TEACHER ASSOCIATIONS**

To **Assistant Schools Division Superintendent
CID and SGOD Chief Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School heads
Valenzuela City FPTA Officers and School PTA Presidents
All Other Concerned**

1. In reference to DepEd Order No. 22, s. 2022, titled "Omnibus Guidelines on the Regulation of Parent-Teacher Associations," all schools are directed to strictly observe and implement these guidelines, particularly regarding the qualifications, election procedures, and terms of office for PTA officers from the school level up to the City Federation.
2. Special attention must be given to Sections 10 and 11, which outline the specific election procedures, tenure of office, composition, and functions of PTA officers across all levels. School heads are tasked with reviewing and evaluating the qualifications of elected PTA officers and certifying that they strictly adhere to the provisions of the Omnibus PTA Guidelines.
3. Attached to this Memorandum are the DepEd order and information education communication materials for information, guidance, and reference.
4. Immediate dissemination and strict compliance of this Memorandum is desired.

NOEL D. BACANO
Schools Division Superintendent

Encl.: As stated,
References: DepEd Order No. 013, s. 2022
To be indicated in the Perpetual Index
under the following subject

**Parents teacher Association
School PTA Election**

ECP/SGOD-SMN
June 23, 2026



Address: Pio Valenzuela St., Marulas, Valenzuela City
Telephone Nos.: (02) 8293-4507, 8277-4648, 8291-0873, 8277-3439
Email Address: sdvalenzuela@deped.gov.ph
Official Website: <https://www.depedvalenzuela.com>





Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF VALENZUELA CITY

Enclosure No. 1: Information Education Communication Materials
Division Memorandum No. _____ s. 2026



GUIDELINES ON PTA ELECTIONS & TENURE TERMS



BASED ON DEPED ORDER NO. 13 S. 2022

ELECTION TIMELINES & PROCESS

WITHIN **30** CALENDAR DAYS
FROM 1ST DAY OF CLASSES

WITHIN **60** CALENDAR DAYS
FROM 1ST DAY OF CLASSES



**HOMEROOM PTA
(HPTA) ELECTIONS**



**SCHOOL PTA (SPTA)
ELECTIONS (BOD)**



**GRADE LEVEL
PTA (GrPTA)
COUNCIL**



**FEDERATED A PTA
(FPTA) ELECTIONS
(Municipal/City Level)**

TENURE & TERM LIMITS



TENURE

ONE (1) YEAR TERM
From the exact date of election



**OFFICERS MUST BE
ELECTED ANNUALLY**



**HOLD-OVER
CLAUSE**
Until new
officers qualify



STRICT TERM LIMIT

**TWO (2) CONSECUTIVE
TERMS ONLY** MAXIMUM
consecutive service



**PREVENTS
UNLIMITED TENURE**

KEY REMINDERS

- * NO PROXY VOTING allowed *
- * SCHOOL HEAD is an ADVISER *
- * TRANSPARENCY & ACCOUNTABILITY *



ADVOCACY OF GPCTA

General Info: | advantage of a technology | GENERAL INFO



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF VALENZUELA CITY

SINO ANG MAAARING TUMAKBO BILANG OPISYAL NG PTA?

ALINSUNOD SA DEPED ORDER NO. 13, S. 2022

Sa ilalim ng DepEd Order No. 13, s. 2022, ang mga biyolohikal na magulang o mga lehitimong guardian na itinalaga ng korte lamang ang maaaring tumakbong opisyal ng PTA.

Ang ibang tagapangalaga (tulad ng mga kamag-anak o lolo/lola na walang court order) ay pwedeng maging miyembro at bumoto, ngunit ipinagbabawal silang humawak ng posisyon sa Homeroom, Grade Level, o School PTA.



MAAARING TUMAKBO BILANG PTA OFFICER



1 BIYOLOHIKAL NA MAGULANG

Tunay na ama o ina ng mag-aaral. May buong karapatang tumakbo sa kahit anong posisyon.



2 LEGAL NA NAG-AMPON (ADOPTIVE PARENTS)

Legal na nag-ampun ng bata. May buong karapatang tumakbo sa kahit anong posisyon.



3 LEGAL GUARDIAN NA MAY COURT ORDER

Taong opisyal na itinalaga ng korte bilang legal na tagapangalaga ng mag-aaral. Kwalipikadong tumakbo bilang opisyal.

- ✓ Maaaring tumakbo sa Homeroom PTA
- ✓ Maaaring tumakbo sa Grade Level PTA
- ✓ Maaaring tumakbo sa School PTA



MAAARING BUMOTO NGUNIT HINDI MAAARING MAGING OPISYAL

IBANG TAGAPANGALAGA NA WALANG COURT ORDER



LOLO / LOLA



TITO / TITA



NAKATATANDANG
KAPATID



IBANG KAMAG-ANAK
O TAGAPANGALAGA
NA WALANG
COURT ORDER

- ✓ Maaaring dumalo sa pagpupulong
- ✓ Maaaring maging miyembro
- ✓ Maaaring bumoto
- ✗ HINDI maaaring humawak ng anumang posisyon sa Homeroom, Grade Level, o School PTA.



MAHALAGANG PAALALA

Kung ang isang guardian ay nais tumakbo bilang opisyal ng PTA, kinakailangang magsumite ng:

COURT ORDER O LEGAL GUARDIANSHIP DOCUMENT

Ito ay susuriin ng School Head bilang patunay ng legal na guardianship.



PAALALA SA LAHAT NG MAGULANG AT TAGAPANGALAGA

Ang layunin ng patakarang ito ay matiyak na ang mga opisyal ng PTA ay may legal na pananagutan at kinatawan ng mga mag-aaral.



BATAYAN:
DepEd Order No. 13, s. 2022
"Omnibus Guidelines on the
Regulation of Operations
of Parent-Teacher Associations"

MAKILAHOK. BUMOTO. MAGING RESPONSABLENG KATUWANG NG PAARALAN.



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF VALENZUELA CITY

Enclosure No. 2: School PTA Certificate of Recognition
Division Memorandum No. _____ s. 2026



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF VALENZUELA CITY

Certificate of Recognition

By virtue of the authority vested in me as School Head, and on behalf of _____ (School), I hereby recognize the Parents-Teachers Association of _____ (School) and its duly elected Board of Directors and Officers as the official organization of parents and teachers for School Year _____, upon submission of the requirements set forth in DepEd Order No. 13, s. 2022.

This recognition grants all rights and privileges accorded to a duly recognized Parents-Teachers Association as provided under DepEd Order No. 13, s. 2022, and other relevant issuances.

Given this _____ day of _____, 2025, at _____, Philippines.

School Head



Address: Pio Valenzuela St., Marulas, Valenzuela City
Telephone Nos.: (02) 8293-4507, 8277-4648, 8291-0873, 8277-3439
Email Address: sdovalenzuela@depd.gov.ph
Official Website: <https://www.depvalenzuela.com>



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Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF VALENZUELA CITY



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF VALENZUELA CITY

(School)
School Parents-Teachers Association
S.Y. 2025-2026

Designation	Name	Contact Number
President:		
Vice President:		
Secretary:		
Treasurer:		
Board of Directors:		

Noted:

School Head



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Republic of the Philippines
Department of Education

18 MAR 2022

DepEd ORDER
No. **013**, s. 2022

**OMNIBUS GUIDELINES ON THE REGULATION OF OPERATIONS
OF PARENT-TEACHER ASSOCIATIONS**

To: Undersecretaries
Assistant Secretaries
Minister, Basic, Higher and Technical Education, BARMM
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Schools District Supervisors
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. The Department of Education (DepEd) issues the enclosed **Omnibus Guidelines on the Regulation of Operations of Parent-Teacher Associations (PTAs)** to:

- a. promote harmonious, active, and collaborative engagement among teachers, parents, and the community in the implementation of school programs for learners' welfare;
- b. establish the crucial roles of the PTA as a dynamic school-based association concerned with partnership and programs for the best interest of the learners (e.g., facilitating parent-teacher partnership, participating in discussions for learners' welfare, and engaging in developing and implementing school programs);
- c. articulate the distinct roles and responsibilities of PTA officers and members;
- d. streamline the processes for managing PTA affairs at the different levels which include, among others: (a) election of PTA officers consisting of parent/guardian- and teacher-members under different modalities; (b) requirements and privileges bestowed upon recognized PTAs; (c) conduct of General Assembly and other meetings; (d) undertaking of fundraising projects; and (e) financial management and transparency of PTA operations and the concomitant accountability of its officers; and
- e. update and harmonize DepEd policies and guidelines on PTA for clarity and consistency.

2. All DepEd Orders, memoranda, rules, and regulations, which are inconsistent with this Order are repealed, rescinded, or modified accordingly.

3. For more information, please contact the

- a. **Office of the Undersecretary for Field Operations, Palarong Pambansa Secretariat, and DEACO** through email at revsee.escobedo@deped.gov.ph; and/or
- b. **Office of the Undersecretary for Legislative Affairs, External Partnerships and Project Management Service** through email at tonisito.umali@deped.gov.ph.

4. This Order takes effect immediately upon its approval. Its certified copies shall be filed with the University of the Philippines Law Center-Office of the Administrative Register (UP LC-ONAR), UP Diliman, Quezon City.

5. Immediate dissemination of and strict compliance with this Order is directed.


LEONOR MAGTOLIS BRIONES
Secretary

Encls.: As stated

References:

DepEd Order: Nos. 54, 77, and 117, s. 2009



To be indicated in the Perpetual Index
under the following subjects:

FUNDS
LEARNERS
POLICY
PROJECTS
SCHOOLS
SOCIETY OR ASSOCIATIONS
TEACHERS