

DepEd ICT Unit

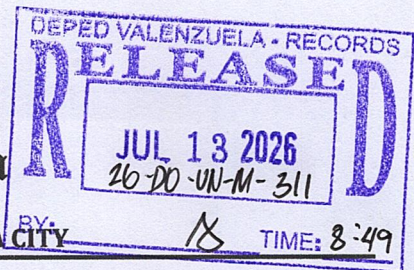
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Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF VALENZUELA CITY



NOTICE OF MEETING

To : Division and School personnel

Attention : Assistant Schools Division Superintendent
Chief Education Supervisors – SGOD and CID
Public Schools District Supervisors
Public Elementary and Secondary School Heads
SGOD Education Program Specialists
VCPTA Officers and BOD
SPTA Teacher Advisers

Subject : Division Coordination Meeting of Schools on the Implementation of
Omnibus Guidelines on the Regulation Of Operations of Parents
Teacher Associations (D.O. No. 13, s.2022)

Agenda : 1. D. O, No. 13, s. 2022 Salient Guidelines and Provisions
2. Election Proper and Procedures
3. SPTA/VCFPTA Tenure of Office
4. SPTA Verification and Certification
5. Timeline of Election Activities
6. Qualification and Legality of Guardian/Parents
7. Other matters

Date : July 14, 2026

Time : 2:00 p.m. onwards

Venue or Platform : MS Teams platform link
<https://tinyurl.com/SchoolPTAMeeting2026>



The attendance of the abovementioned attendees is a must.

NOEL D. BAGANO
Schools Division Superintendent

SGOD/SM&N/SDT
July 7, 2026



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Name of SDO and VCFPTA officials	School/Office	SDO and VCFPTA officials Designation
1. Percival Perona	Pio Valenzuela ES	VCFPTA Chairman
2. Severino P. Butin Jr.	Dalandanan NHS	VCFPTA Vice Chairman
3. Rhea Atienza	Rincon ES	VCFPTA Secretary
4. Elizabeth S. Roces	Constantino ES	VCFPTA Treasurer
5. Eliza Marie Bautista	PR San Diego ES	VCFPTA Auditor
6. Jonathan M Mesa	Malinta NHS	VCFPTA BOD
7. Naiza Mirasol	Disiplina Village Elementary School	VCFPTA Business Manager
8. Angelica E. De Vera	Valenzuela NHS	VCFPTA BOD
9. Ammie H. Tan	Santos Encarnacion ES	VCFPTA BOD
10. Evangeline C. Sidro	Sitio Sto Rosario ES	VCFPTA BOD
11. Marites R. Fiesta	Paso de Blas NHS	VCFPTA BOD
12. Hazel Cayabyab Madera	Dalandanan ES	VCFPTA BOD
13. Virginia Acuna	Lawang Bato NHS	VCFPTA BOD
14. Eva Marie Bernardino	Silvestre Lazaro ES	VCFPTA BOD
15. Edwin C. Pineda	SDO Valenzuela City	Senior Education Program Specialist
16. Sharon D. Tarantan	SDO Valenzuela City	Education Program Specialist II



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17.	Dr. Baltazar M. Gayem	SDO Valenzuela City	Chief Education Supervisor- SGOD
18.	Dr. Salvador A. Gaban Jr.	SDO Valenzuela City	Education Program Supervisor- SGOD
19.	Ryan C Paglinawan	Marulas Central ES	Project Development officer I
20.	Atty Mark Angelo Enriquez	SDO Valenzuela City	Attorney III
Public Elementary and Secondary School Heads and School PTA Teacher Advisers			

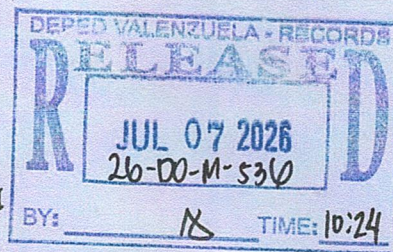
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Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF VALENZUELA CITY



**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM

No. 0541 s. 2026

**SUBMISSION OF ELECTED SCHOOL PARENTS TEACHER ASSOCIATIONS
(SPTA) OFFICERS AND ELECTION OF VALENZUELA CITY FEDERATION
PARENTS TEACHER ASSOCIATIONS (VCFPTA)**

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 Division Memorandum No. 501, s. 2026, titled, "Reiteration Omnibus Guidelines on the Regulation of Parent-Teacher Associations," all schools are directed to submit the reviewed, evaluated, and certified list of qualified and elected SPTA officers by the school heads through the designated online links.
2. Schools are instructed to download the necessary templates and submit their accomplished certifications and SPTA verifier forms on or before **July 24, 2026**, via the following links:
 - **School PTA Verifier Template:** <https://tinyurl.com/SPTAverifier>
 - **Certificate of Recognition template:** (for elected officers and BOD, to be issued by the School Head): <https://tinyurl.com/SPTARecogCert>
 - **Google Form for Signed Document Submission:**
<https://forms.gle/EMd2vbKyWDAMqD9y5>
3. The election of the Valenzuela City federation PTA officers & BOD will be held on July 25, 2026 (Saturday) from 9:00 a.m. to 12:00 noon at VALACE, Malinta, Valenzuela City.
4. Immediate dissemination and strict compliance of this Memorandum is desired.

NOEL D. BAGANO
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
July 6, 2026



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