

Republic of the Philippines

Department of Education

REGION X- NORTHERN MINDANAO

SCHOOLS DIVISION OF EL SALVADOR CITY

Office of the Schools Division Superintendent

July 30, 2024

DIVISION MEMORANDUM

No. 292, s. 2024

ELECTION OF SCHOOL PARENT-TEACHER-ASSOCIATION (SPTA) FOR SY 2024-2025

To: **Assistant Schools Division Superintendent**
Chief Education Supervisors
Education Program Supervisor, SGOD
Public Elementary and Secondary School Heads
All Others Concerned
This Division



1. Pursuant to DepEd Order No. 13, s. 2022 titled *Omnibus Guidelines on the Regulation of Operation of Parents-Teachers Associations*, this Office, through the School Governance and Operations Division, directs the field to conduct School Parent-Teachers Association (SPTA) election of officers for SY 2024-2025.
2. The conduct of elections of the new set of officers for SPTA-BOD shall be held within thirty (30) days from the first day of classes consistent with Section 12.1 hereof.
3. A General Assembly shall be convened by the school head and incumbent (outgoing) BOD prior to the election. Such GA may be held on the same date or before the actual date of election.
4. Consistent with the last paragraph of Section 5.1 hereof, guardians of learners who are legally appointed as such by a competent court may hold a position in the Homeroom, Grade Level, School PTAs, and/or Federated PTAs.
5. The total number of SPTA-BOD members in every school is found in the attachment.
6. This office adheres to the Equal Opportunity Principle (EOP). Hence, all actions shall be based solely on the guidelines set with no discrimination on account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.





Republic of the Philippines
Department of Education
REGION X- NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

7. Immediate and wide dissemination of this Memorandum is desired.


RANDOLPH B. TORTOLA
Schools Division Superintendent


To be included in the Perpetual Index
Under the following subject: SPTA
SGOD/SocMob/agf





Republic of the Philippines
Department of Education
REGION X- NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

Enclosure No. 1

Composition of SPTA-BOD

Type of School	If Kindergarten Level is offered	If Kindergarten Level is NOT offered
Primary School (Kindergarten to Grade 3 or Grade I to Grade 3 only)	<i>five (5) members:</i> -four (4) parent/guardian members -one (1) teacher representative	<i>four (4) members:</i> - three (3) parent/guardian members -one (1) teacher representative
Elementary School	<i>nine (9) members:</i> -seven (7) parent/guardian members -two (2) teacher representatives	<i>nine (9) members:</i> -six (6) parent/guardian members -three (3) teacher representatives
Integrated School (Elementary to Junior High School only)	<i>fifteen (15) members:</i> -eleven (11) parent/guardian members -four (4) teacher representatives	<i>fifteen (15) members:</i> -ten (10) parent/guardian members -five (5) teacher representatives
Integrated School (Elementary to Senior High School)	<i>seventeen (17) members:</i> -thirteen (13) parent/guardian members -four (4) teacher representatives	<i>seventeen (17) members:</i> -twelve (12) parent/guardian members -five (5) teacher representatives
Junior High School only	Not Applicable	<i>six (6) members:</i> - four (4) parent/guardian members -two (2) teacher representative
Junior High School to Senior High School	Not Applicable	<i>nine (9) members:</i> -six (6) parent/guardian members -three (3) teacher representatives
Stand-alone Senior High School	Not Applicable	<i>six (6) members:</i> -two (2) GrPTA representatives -two (2) alternate GrPTA representatives -two (2) teacher representative

In case of schools not covered by the aforementioned enumeration of the number of SPTA-BOD members (e.g., multigrade schools or schools that offer an incomplete number of grade levels) -the requirement that all GrPTA representatives shall serve as members of the BOD (which should not be less than 2/3), including the appropriate number of teacher representatives (which should not be more than 1/3) as provided under the first paragraph of this Section shall apply to determine the composition of the SPTA-BOD.

