



Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Dipolog City 7100



Unnumbered Memorandum



To : Assistant Schools Division Superintendents
Chief Education Supervisors
Public Schools District Supervisors
PTA Municipal Federation Presidents
SSG Division Federation President
SSG Division Coordinator
All Others Concerned

From : The Office of the Schools Division Superintendent

Subject : **1ST EXPANDED PARENTS-TEACHERS ASSOCIATION
PROVINCIAL FEDERATION MEETING S.Y. 2019-2020**

Date : October 8, 2019

1. With the sincerest intention to strengthen and/or sustain the partnerships of the schools division and the Parents-Teachers Association (PTA), this office is very pleased to announce its hosting of the 1st Expanded PTA Provincial Federation Meeting S.Y. 2019-2020 on October 11, 2019, 8:00 A.M., at Sindangan Pilot Demonstration School, Sindangan, Zamboanga del Norte.
2. The meeting is aimed at crafting the PTA Work and Financial Plan S.Y. 2019-2020, finalizing the financial management policies and revisiting the PTA Constitution and By-Laws which shall include discussion of internal policies to address absenteeism of PTA officials, among others.
3. Participants to the aforementioned meeting include, to wit:
 - Twenty-five (25) PTA Municipal Federation Presidents;
 - Five (5) PSDS-Presidents of the Clusters;
 - One (1) SSG Division Federation President;
 - One (1) SSG Division Coordinator; and
 - One (1) PTA Ex-Officio Member.
4. The schools division will provide lunch, AM and PM snacks. However, transportation, per diem, incidental and other expenses of the participants shall be chargeable against the organization he/she represented:
 - PTA Officials – PTA Funds/Local Funds;
 - SSG Division Coordinator and PSDSs – Division MOOE/Local Funds; and
 - SSG Division Federation President – SSG Funds/Local Funds.
5. For inquiries and clarification, please contact SEPS Jessie E. Elacan at 0908 875 9854.
6. For immediate dissemination and guidance.


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Schools Division Superintendent