



Republic of the Philippines
Department of Education

REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

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RECORDS SECTION
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Office of the Schools Division Superintendent

DIVISION MEMORANDUM
SGOD-2022-141

To: Assistant Schools Division Superintendent
Chief Education Program Supervisor, CID
Chief, Education Program Supervisor, SGOD
Education Program Supervisors, CID
Education Program Supervisor, SGOD
Public Schools District Supervisors
Concerned Public School Heads, Integrated, Elementary and Secondary Schools
Concerned Division Section Heads

Subject: **Preparation and Submission of Documents Re: Parent-Teachers Association (PTA)**

Date: December 2, 2022

In relation to the recently conducted **Division Parent-Teacher Association (PTA) Forum** last **December 1, 2022** at **Sto. Tomas Municipal Gymnasium, Sto. Tomas, Davao del Norte**, this office hereby informs the field to submit the following documents on or before **December 6, 2022** to the School Governance and Operations Division Office:

1. Letter of Explanation on the failure of the PTA President and Treasurer to attend the above-mentioned activity;
2. PTA Board Resolution identifying the Signatories of the School PTA Bank Account; and
3. Photocopy of the page of School PTA Bank Passbook showing the recent transactions.

Furthermore, in compliance with the DepEd Order no. 13, series 2022 titled Omnibus Guidelines on the Regulation of Operations of the Parent-Teacher Associations (PTAs), all schools are also advised to prepare the following documents in one portfolio on or before **December 6, 2022**:

1. Minutes and results of the PTA Election for School-Year 2022-2023;
2. PTA Board Resolution on the Approval of PTA Collections;
3. Collection and Expenditure Document of the School PTA;
4. Liquidation Report for the Collection and Expenditure from August 2022-Present
5. List of Parents who have voluntarily paid PTA Contribution with the corresponding amount of payments;
6. Board Resolution on the Approval of Projects indicated in the Expenditures
7. Collection and Expenditure Document of the Homeroom PTA;
8. Homeroom PTA Resolutions on collection of voluntary contributions and project implementations duly approved by the SPTA Board.

This office reiterates the strict observance of the IATF health protocols such as social distancing and wearing of face mask and face shield.

Page 1 of 2





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In adherence to all policies, everyone is encouraged to continuously support and value equality and diversity (Equal Opportunity Principle) within the Department.

Immediate dissemination of and compliance with this memorandum is desired.

ALLAN G. FARNAZO

Director IV
and Concurrent Officer-In-Charge
Office of the Schools Division Superintendent

For the Schools Division Superintendent:

REBECCA C. SAGOT, CESO VI
Assistant Schools Division Superintendent

Enclosure: List of Attendees – Division PTA Forum
SGOD/RMP





Republic of the Philippines
Department of Education
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SCHOOLS DIVISION OF DAVAO DEL NORTE

LIST OF ATTENDEES
DIVISION PTA FORUM

Asuncion

No.	Name of Participants	Designation	School
1	Laureta Leyte	PTA President	Camoning ES
2	Jovely R. Ybañez	PTA Treasurer	Camoning ES

Dujali

No.	Name of Participants	Designation	School
1	Frankie I. Ampatin	PTA President	Dujali CES
2	Gloria F. Medina	PTA Treasurer	Dujali CES
3	Evelyn B. Batoon	PTA Treasurer	Dujali NHS

Carmen

No.	Name of Participants	Designation	School
1	Lilybeth V. Aneñon	PTA Treasurer	Carmen CES
2	Nonita Palmasec	PTA Treasurer	Carmen CES
3	Frix Galeno	PTA President	Guadalupe ES, Carmen
4	Dareen Jane Magdalera	PTA Treasurer	Guadalupe ES, Carmen
5	Marilyn O. Padillo	PTA President	Mabaus ES
6	Rose Marie L. Moquerio	PTA Treasurer	Mabaus ES
7	Noralisa Oquias	Pres. BOD	Magsaysay ES
8	Leah F. Pantojan	PTA President	Magsaysay ES
9	Romel L. Reponte	PTA President	Salvacion ES, Carmen
10	Cristin C. Diocares	PTA Treasurer	Salvacion ES, Carmen
11	Riamay B. Loquire	PTA President	Taba ES
12	Angelica P. Dumapias	PTA Treasurer	Tubod ES
13	Joseph C. Troyo	PTA President	Tuganay ES
14	Jean M. Gueria	PTA Treasurer	Tuganay ES
15	Erlinda D. Celiz	PTA President	Alia NHS
16	Reynaldo B. Gumera	PTA President	Mabuhay NHS
17	Mykna D. Amper	PTA President	Tubod NHS
18	Maria Perlita Señerez	PTA Treasurer	Tubod NHS

Kapalong East

No.	Name of Participants	Designation	School
1	Evan Lester S. Calapan	PTA President	Adelanto ES

2 Heide G. Amantiad	PTA Treasurer	Adelanto ES
3 Roxan M. Yavez	PTA President	New Boholano ES
4 Jonniver M. Palma	PTA President	Marcos P. Estoque ES
5 Delia R. Pernites	PTA President	Maniki CES
6 Evelyn Pala	PTA Treasurer	Pandulian ES
7 Zosimo B. Malitoc, Jr.	PTA President	Mabantao
8 Lea Pabellon	PTA President	Mabantao
9 Joselina B. Gunting	PTA President	Baltazar Nicor Valenzuela NHS
10 Evelinda D. Lomosbog	PTA President	Mabantao NHS
11 Emelyn R. Lapinig	PTA Treasurer	Mabantao NHS

Kapalong West

No.	Name of Participants	Designation	School
1	Rodel Jimenez	PTA President	Bunawan ES
2	Nerhen Candari	PTA Treasurer	Gabuyan CES
3	Arlyn Polancos	PTA Treasurer	Gabuyan CES
4	Oliver G. Limos	PTA President	Doña Carmen Soriano NHS
5	Sugar T. Alisaca	PTA Treasurer	Doña Carmen Soriano NHS
6	Alvin Roxas	PTA President	Luna NHS
7	Evelyn D. Quibo-Quibo	PTA President	Semong NHS

New Corella

No.	Name of Participants	Designation	School
1	Josefina P. Plaza	PTA President	New Sambog ES
2	Rowena P. Gone	PTA Treasurer	New Sambog ES
3	Jimmy Vapay	PTA Vice President	New Sambog ES
4	Chindee Cory Pastoriza	PTA President	Mesaoy ES
5	Guillano Catad	PTA Treasurer	Mesaoy ES
6	Charly Ababon	PTA Treasurer	New Corella
7	Dominador P. Sambere	PTA President	New Corella CES
8	Mary Jane H. Doña	PTA Treasurer	New Corella CES
9	Christopher T. Recto	PTA President	New Corella NHS
10	Rena Gagorin	PTA Treasurer	New Corella NHS
11	Cristy B. Calibacan	PTA President	New Cortez ES
12	Manilyn H. Tambis	PTA Treasurer	New Cortez ES
13	Edmarie M. Obosa	PTA President	Cabidianan ES
14	Alao A. Efraim	PTA President	Cabidianan ES
15	Jynielyn Alao	PTA Treasurer	Cabidianan ES
16	Jeffrey Gamazon	PTA President	Dasing ES
17	Liezel Ann L. Pag-ong	PTA Treasurer	Dasing ES
18	Carmela G. Cabuga	PTA President	El Salvador ES
19	Aurelio Palingcod	PTA President	Limbaan
20	Renato B. Zozobrado	PTA Treasurer	Limbaan
21	Maria C. Juab	PTA President	Macgum IS
22	Rosalia A. Cabanelo	PTA President	Suawon ES
23	Janice Marie D. Campion	PTA Treasurer	Suawon ES
24	Jacqueline A. Gomez	PTA President	Sta. Fe ES
25	Junelyn Torquecio	PTA Treasurer	Sta. Fe ES

26 Divina S. Onita	PTA Treasurer	San Roque ES
27 Marvy D. Jumamil	PTA President	Carcor ES
28 Evangeline I. Monetis	PTA Treasurer	Carcor ES
29 Armando Tatad	PTA President	San Jose ES
30 Stephanie A. Sam	PTA Treasurer	San Jose ES

San Isidro

No.	Name of Participants	Designation	School
1	Jose A. Ang	PTA President	Agman ES
2	Romey C. Lepornio	PTA President	Mamangan ES
3	Carmila D. Estopito	PTA Treasurer	Mamangan ES
4	Rolly L. Rañeses	PTA President	Pinamuno ES
5	Beverly B. Deriado	PTA Treasurer	Pinamuno ES
6	Alburo Salvador Jr.	PTA President	Pinamuno NHS
7	Melive G. Dayanan	PTA Treasurer	Pinamuno NHS
8	Judith C. Lumpas	PTA Treasurer	Sabangan ES
9	Julius J. Amabiza	PTA Vice President	Sabangan ES
10	Jim Carmelotes	PTA President	San Miguel PS, SI
11	Orlando Flores	PTA Treasurer	San Miguel PS, SI
12	Jeremie Probadora	PTA President	Dacudao ES
13	Oliver Bustamante	PTA President	Gov. Dujali ES
14	Angie N. Siango	PTA Treasurer	Gov. Dujali ES
15	Hermينو Pedrozo	PTA President	Ilgangon IS
16	Generosa B. Guinita	PTA Treasurer	Ilgangon IS
17	Ronald Sinining	PTA President	Linao ES
18	Romel M. Maquiling	PTA President	Linao ES
19	Constancio Catambacan Jr.	PTA President	Sawata NHS
20	Leonelyn	PTA Treasurer	Sawata NHS

STO. TOMAS EAST

No.	Name of Participants	Designation	School
1	Lynie S. Carcido	PTA Treasurer	Nafco CES
2	Maximo S Duites, Jr.	PTA Vice President	Nafco CES
3	Marlon Grapio	PTA President	Apitong ES
4	Dalia Y. Unabia	PTA Treasurer	Apitong ES
5	Israel B. Manalo	PTA President	Jesus Lumain ES
6	Marcelina D. Tangnio	PTA Treasurer	Jesus Lumain ES
7	Rosello S. Lavilla	PTA President	Kimamon ES
8	April Lyn Parame	PTA Treasurer	Kimamon ES
9	Haydee S. Amion	PTA President	La Libertad ES
10	Rosemarie Baldesco	PTA Treasurer	La Libertad ES
11	Edgar D. Degorio	PTA President	La Libertad NHS
12	Susan Rubio	PTA Treasurer	La Libertad NHS
13	Marianito D. Dagar	PTA President	Lunga-og ES
14	Josie T. Cabrera	PTA Treasurer	Lunga-og ES
15	Rosemarie Q. Pilante	PTA Treasurer	San Miguel ES, STE
16	Jovelyn C. Maybuena	PTA President	Pantaron ES
17	Elsie A. Patarata	PTA Treasurer	Pantaron ES

18 Jose L. Benoilos Jr.

PTA President

Esperanza ES

STO. TOMAS WEST

1 Jores Cabato

PTA President

Marsman NHS

2 Gina Nisperus

PTA Treasurer

Marsman NHS

3 Lysel O. Luyokan

PTA Vice President

Maguintalunan IS

4 Rexvel Hersalia

PTA President

Tulalian ES

5 Marcelito V. Molato Sr.

PTA President

Tulalian ES

6 Antonina B. Curaza

PTA Treasurer

Tulalian ES

7 Maria Teresa G. Campo

PTA Treasurer

Tulalian ES

8 Isidro B. Ramirez Jr.

PTA President

Sto. Tomas CES

9 Wilbert Castillo

PTA President

Sto. Tomas NHS

10 Anniely S. Leron

PTA President

Bobongon ES

11 Helen Samillano

PTA Vice President

Bobongon ES

12 Saturnino L. Tuquib, Jr.

PTA President

New Katipunan ES

13 Karin M. Malaque

PTA Treasurer

New Katipunan ES

TALAINGOD

No. Name of Participants

Designation

School

1 Andie T. Consencino

PTA President

Palma Gil IS