



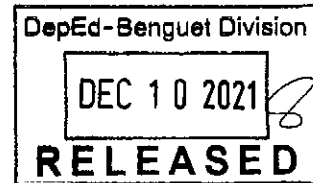
Republic of the Philippines
Department of Education
 Cordillera Administrative Region
Schools Division of

December 1, 2021

DIVISION MEMORANDUM

No. 492 s. 2021

**TO: CID AND SGOD CHIEFS
 PUBLIC SCHOOLS DISTRICT SUPERVISORS
 ELEMENTARY AND SECONDARY SCHOOL HEADS
 ALL OTHERS CONCERNED**

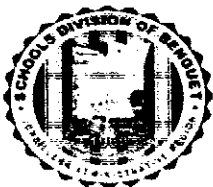


DIVISION PTA FEDERATION 2ND QUARTER MEETING AND WORKSHOP

1. Recognizing the vital role of parents in the education of our learners, the Division PTA Federation shall conduct the 2nd quarter meeting and workshop strictly following the LAITF guidelines on December 15, 2021, at the Adivay Hall, SDO-Benguet.
2. Participants are the fourteen (14) District Federation Presidents, fourteen (14) Public Schools District Supervisors or their representatives, fourteen (14) District PTA Vice Presidents/Secretaries, and nine (9) SDO personnel.
3. Each district shall prepare an accomplishment report for the first quarter SY 2021-2022, and likewise prepare also the district action plans for consolidation.
4. Lunch and two (2) snacks will be served, and round-trip fare shall be given to the 28 PTA participants chargeable against MOOE (HRD Funds).
5. Expenses incurred relative to their participation to this activity shall be charged to local funds subject to auditing rules and regulation.
6. Immediate dissemination of this memo is urged.



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GLORIA D. BUYA-AO
 Schools Division Superintendent



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	Republic of the Philippines Department of Education Cordillera Administrative Region SCHOOLS DIVISION OF BENGUET Wangal, La Trinidad, Benguet		Document Code: SDO-GQF-QF-CID-OSDS- SDS-003 Revision: 01 Effectivity date: 9-10-19
	Division PTA Federation 2nd Quarter Meeting and Workshop – Activity Matrix		Name of Office: SGOD

Date: December 15, 2021

Venue: Adivay Hall, SDO-Benguet

PART I: 8:00 - 8:30 AM – Registration Secretariat

PART II: OPENING PROGRAM

- Prayer
- Attendance Check Ceasar B. Luma-ang, *EPS-SGOD*
- Words of Welcome Rizalyn a. Guznian, *Chief, CID*
- Message Gloria B. Buya-ao, *Schools Division Superintendent*

10:00 AM H e a l t h B r e a k

PART III: MEETING PROPER: Presiding Officer – Mr. David M. Cabuten, *DPTAF President*

Agenda:

- Review and ratification of the SY 2021-2022 DPTAF Constitution and By-Laws
- 12:00 NN L u n c h B r e a k
- Review and finalization of Division PTA Federation Action Plan
- 3:00 PM Health B r e a k
- Reports of Accomplishment Per District PTA District Federation Presidents
with the Assistance of PSDSs
- Other Matters
- Challenge Lucio B. Alawas, *Chief, SGOD*
- Adjournment
- Prayer
- Facilitator Ceasar B. Luma-ang

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