



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

JUL 10 2025

DIVISION ADVISORY

No. 166, s. 2025

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary School Heads
All Others Concerned

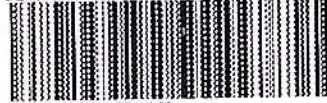
This Office informs all concerned of the **Schedule of Parent-Teacher Association (PTA) Election** for School Year 2025-2026.

Attached is a copy of Regional Memorandum No. 224, s. 2025, for further details and inquiries.

For information and dissemination.

CAROLINA S. VIOLETA, EdD, CESO V
✓ Schools Division Superintendent

S09 *Calay*
July 9, 2025



Republic of the Philippines
Department of Education
 REGION III-CENTRAL LUZON



REGIONAL MEMORANDUM

No. 224, s. 2025

SCHEDULE OF PARENT-TEACHER ASSOCIATION (PTA) ELECTION

To : Schools Division Superintendents
 Chief, School Governance and Operations Division (SGOD)
 Division PTA Coordinators
 Public and Private School Heads
 All Others Concerned

1. Pursuant to DepEd Order No. 13, series of 2022 titled "Omnibus Guidelines on the Regulation of Operations of Parent-Teacher Associations," the following shall be observed by all public, private, and non-DepEd managed schools offering the K to 12 Basic Education Program, to wit:

a. The conduct of PTA election of the new set of officers for Homeroom Parent Teacher Association (HPTA), Grade Level Parent Teacher Association (GrPTA), and School Parent Teacher Association- Board of Director (SPTA-BOD) shall be held within 30 calendar days from the first day of classes;

b. The municipal or city Federated Parent Teacher Association (FPTA) election of the Board of Director (BOD) members and its Executive Committee (EXECOM) Officers shall be within 60 calendar days from the first day of classes, while the election for the provincial FPTA-BOD members and its EXECOM Officers shall be within 75 calendar days from the first day of classes.

2. At the start of the School Year, the Election Committee (ELECOM) shall hereby be created and convened immediately with the following provisions.

a. The ELECOM is composed of seven (7) members.

- i. School head as Chairperson; and
- ii. Two teachers and four parent/guardian members as members to be
- iii. appointed by the incumbent SPTA-BOD (or the outgoing SPTA-BOD. (see DepEd Order No. 13 s. 2022 for the criteria of selecting ELECOM members, page 10 of 74).



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- b. The Election Committee (ELECOM) shall have overall supervision over the conduct of the HPTA and GrPTA elections and direct supervision over the conduct of election of the teacher representatives to the BOD and SPTA-BOD Officers and shall serve until the end of SY.
3. In Municipalities, the elections of the FPTA shall be facilitated by the Public Schools District Supervisor (PSDS) designated by the Schools Division Superintendent (SDS) while in cities and provinces shall be facilitated by the Schools Division Superintendent (SDS) with the following guidelines.
 - a. The SDS shall decide the composition and the manner of selection of the ELECOM members. The SDS may pattern after section 10.3 and other relevant sections of DepEd Order No. 13 s, 2022 the guidelines the duties and responsibilities to govern the ELECOM and the conduct of FPTA election; and
 - b. Shall provide the venue and logistical support, observe the election timeline, and shall not interfere with the conduct of the elections.
4. Further, the Regional Federated Parent-Teacher Association (PTA) Election will be on November 16, 2025. The venue shall be communicated in a separate Memorandum.
5. All Schools Division Offices (SDOs) through the Division PTA Coordinators are requested to submit the following on or before November 10, 2025 through this link: <https://univurl.com/PTAELECTIONSSY2025-2026>, to wit:
 - a. List of SPTA-BOD & FPTA-BOD officers and members for the current SY (together with their contact numbers and email addresses);
 - b. Copy of their latest by-laws certified by the SPTA/FPTA-BOD; and
 - c. Consolidated PTA Monitoring Form, attached as annex A of DepEd Order No. 13 s, 2022.
6. Travel and other expenses relative to the conduct of this activity shall be charged against the downloaded program support funds for partnership building and linkages subject to usual government accounting and auditing rules and regulations.



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7. For inquiries and clarifications, you may directly communicate with **Dr. Ginno Jhep A. Pacquing**, Project Development Officer IV at ginnojhep.pacquing@deped.gov.ph.

p8. For widest dissemination of this Memorandum is desired.

Encl.: As stated
References: DepEd Order No. 13, s. 2022
To be indicated in the Perpetual Index
under the following subjects:

PTA ELECTIONS
PARENTS GOVERNANCE
ESSD1/spp1
July 7, 2025

RONNIE S. MALLARI, PhD, CESO V
Regional Director

To send feedback
regarding any of
our services,
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