



Republic of the Philippines
Department of Education
Schools Division of Benguet

DepEd-Benguet Division
AUG 05 2025
RELEASED

August 4, 2025

DIVISION MEMORANDUM

No. 324, s. 2025

**CALL FOR THE CONDUCT OF THE 2025-2026 BENGUET PROVINCIAL
 FEDERATED PARENTS-TEACHERS ASSOCIATION (PTA) ELECTION OF
 OFFICERS AND RELATED CAPACITY-BUILDING ACTIVITIES**

TO: Chief Education Supervisors, CID, and SGOD
 Public Schools District Supervisors, District-In-Charge
 Public Elementary and Secondary School Heads
 School Stakeholders and All Others Concerned

1. In the interest of strengthening school-community partnerships and under existing DepEd guidelines on Parents-Teachers Association (PTA) organization and governance, this Office announces the conduct of the Benguet Provincial Federated PTA Election of Officers and Capacity-Building Activities on August 14-15, 2025, at the Provincial Engineering Office Hall.

2. This two-day convergence aims to elect the new set of officers for the Benguet Provincial Federated PTA and capacitate parent-leaders on crafting effective resolutions and proposals that will contribute to learner development and school improvement. Additionally, the STEP lectures shall empower parents and guardians with practical parenting tools to support their children's holistic growth.

3. Expected Participants in this activity are the following:

OIC-OSDS/RD/ ASDS	1
CES-SGOD	1
SMN, Resource Speakers and facilitators	5
School Heads of the base schools of the elected Municipal Federated PTA Presidents	14
Municipal Federated PTA (New)	14
TOTAL	35

3. The Agendas are as follows:

1	Review of DepEd Order No. 13 s. 2022
2	Election of a New Set of Officers
3	Induction of the New Set of Provincial FPTA
4	Workshop on Resolution and Proposal Crafting
5	Action Planning
6	Forum with the Resource Speakers
7	Announcement from Program Owners/ Other Matters

4. In connection with this, all District Heads are respectfully requested to facilitate the turnover of responsibilities and essential documents from the



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municipal and district-level PTA elections. These documents shall be presented during the forum as part of the transition and reporting process.

5. Lunch, morning, and afternoon snacks shall be served and charged to partnership funds. Other expenses incurred by the School Heads relative to this activity shall be charged to available local funds, subject to the accounting rules and regulations.

7. Immediate compliance with and disseminating this memorandum to all concerned is directed. This memorandum also serves as your official travel document

Digitally signed by
ESTELA P. LEON-CARIÑO
EdD, CESO III
Date: 2025.08.05
16:10:44 +08'00'

ESTELA P. LEON-CARIÑO EdD, CESO III
Director IV/Regional Director and Concurrent Officer-in-Charge
Office of the Schools Division Superintendent

Encls:

1. Activity matrix

sgod/smr/amd
8/04/2025



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Enclosure 1 (DM No. _____)

Matrix of Activities

**CALL FOR THE CONDUCT OF THE 2025-2026 BENGUET PROVINCIAL
 FEDERATED PARENTS-TEACHERS ASSOCIATION (PTA) ELECTION OF
 OFFICERS AND RELATED CAPACITY-BUILDING ACTIVITIES**

Dates: August 14–15, 2025

Day	Time	Activity / Lecture	Facilitator / Resource Person
Day 1 August 14, 2025	8:00 AM – 8:30 AM	Registration and Opening Preliminaries	SMN
	8:30 AM – 9:00 AM	Acknowledgment of Participants Opening Remarks	LORNA M. YACO , EPS II LUCIO B. ALAWAS CES-SGOD
	9:00 AM – 10:30 AM	Provincial Federated PTA Election of Officers	Division PTA Focal / Election Committee
	10:30 AM – 11:00 AM	Oath-taking of Newly Elected PFPTA Officers and Message	ESTELA P. LEON-CARIÑO EdD , CESO III Director IV/Regional Director and Concurrent Officer-In-Charge Office of the Schools Division Superintendent
	11:00 AM – 12:00 NN	Orientation: Role of the PFPTA in School Governance and Learner Development	SEPS-SMN
	12:00 NN – 1:00 PM	Lunch Break	---
	1:00 PM – 3:00 PM	Workshop: Crafting of Resolutions and Project Proposals	SEPS-SMN, Punong Barangay, Barangay Ambuklao, Bokod
	3:00 PM – 4:30 PM	Action Planning for 2025–2026 PFPTA	SMN
	4:30 PM – 5:00 PM	Open Forum and Synthesis	Facilitator
Day 2 August 15, 2025	8:00 AM – 8:30 AM	Opening Prayer and Recap of Day 1	Assigned Host
	8:30 AM – 10:00 AM	STEP Session 1: National Drug Education Program	CAROL C. IGUALDO , Nurse II, Buguias District
	10:00 AM – 11:30 AM	STEP Session 2: Safeguarding Learners: Operationalizing the Child Protection Policy in Schools	JENNY T. BACQUAN , PDO I – Youth Formation



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Day	Time	Activity / Lecture	Facilitator / Resource Person
	11:30 AM – 12:00 NN	Sharing of Insights / Parent Reflections	Facilitated Group Sharing
	12:00 NN – 1:00 PM	Lunch Break	—
	1:00 PM – 2:30 PM	STEP Session 3: Strengthening Parent-Child Communication	JESHANAH B. SALDA , Guidance Counselor, BeNHS
	2:30 PM – 4:00 PM	STEP Session 4: Parents as Learning Support Partners at Home	STEP Facilitator / LORNA M. YACO , EPS II - SMN
	4:00 PM – 4:30 PM	Commitment Setting and Closing Program	SAMUEL T. EGSAEN Jr. EdD , CESO VI ASDS

Consultants	
ESTELA P. LEON-CARIÑO EdD, CESO III Director IV/Regional Director and Concurrent Officer-In-Charge Office of the Schools Division Superintendent	
SAMUEL T. EGSAEN Jr. EdD, CESO VI ASDS	
LUCIO B. ALAWAS CES-SGOD	ALADIN M. DOBINTO CES-CID
Resource Speakers and Facilitators	
ARVIN M. DOMAN	SEPS-SMN
LORNA M. YACO	EPS II-SMN
JESHANAH B. SALDA	Guidance Counselor
CAROL C. IGUALDO	Nurse II
JENNT T. BACQUIAN	PDO I-YF
JORDAN MENDOZA	AO II-P&R
TOTAL: 10	