



Republic of the Philippines
Department of Education
REGION X

SCHOOLS DIVISION OF CAGAYAN DE ORO CITY

ED-DIVISION OF CAGAYAN DE ORO
CAGAYAN DE ORO CITY
RELEASED
DATE: NOV 25 2022

Office of the Schools Division Superintendent

25 November 2022

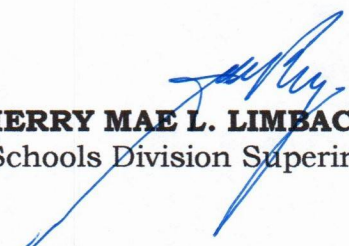
DIVISION MEMORANDUM

No. 457 s.2022

**VENUE FOR THE CONDUCT OF STAKEHOLDERS' CONVERGENCE AND
APPRECIATION DAY 2022, LIST OF TWG COMMITTEES
AND RESOURCE SPEAKERS**

TO: Assistant Schools Division Superintendent
SGOD/CID Chief Supervisors
Public Schools District Supervisors
Technical Working Group Committees
Legal Officer; Romeo A. Aclo- EPS
Public Elementary and Secondary School Heads/Principals
School PTA Presidents
All Others Concerned

1. Regarding the issued Division Memorandum No. 446, s. 2022 titled ***Stakeholders' Convergence and Appreciation Day 2022***, the field is hereby informed that the activity will be held at **Grand Caprice Restaurant**, Limketkai, Cagayan de Oro City on December 5 from 8:00 a.m to 5:00 p.m.
2. Please refer to Attachment No.1 for the list of members of the *Division Technical Working Group and their specific functions* and Attachment No. 2 for the *Program of Activities and Resource Speakers*.
3. All other provisions in the previous memorandum shall remain in effect.


CHERRY MAE L. LIMBACO-REYES
Schools Division Superintendent

Reference: DM No. 446, s. 2022
To be indicated in the Perpetual Index
under the following subjects:

PARTNERSHIPS PTA

JTL / DM – Venue for the Conduct of Stakeholders' Convergence and Appreciation Day 2022



Republic of the Philippines
Department of Education
 REGION X
DIVISION OF CAGAYAN DE ORO CITY

STAKEHOLDERS' CONVERGENCE AND APPRECIATION DAY 2022

December 5, 2022 (8:00 A.M to 5:00 P.M)
 Grand Caprice Limketkai, Cagayan de Oro City

PROGRAM OF ACTIVITIES

TIME	ACTIVITIES	RESOURCE/ FOCAL PERSON
PART I - PRELIMINARIES		
8:00-8:30	REGISTRATION	Loredelle Tacandong/Dr. Derrold Marl Aves/FPTA Board
8:30-8:35	PHILIPPINE NATIONAL ANTHEM	AVP
8:35- 8:40	INVOCATION	AVP
8:40- 8:45	OPENING REMARKS	LOREBINA C. CARRASCO, PhD OIC- Assistant Schools Division Superintendent
8:45- 8:55	INSPIRATIONAL MESSAGE	CHERRY MAE L. LIMBACO - REYES Schools Division Superintendent
8:55-9:00	INTERMISSION NUMBER	
PART II- FORUM PROPER		

DO 13,S. 2022- OMNIBUS GUIDELINES ON THE REGULATION OF OPERATIONS OF PARENT-TSEACHERS ASSOCIATION		
9:00- 9:30	Overview of the DepEd PTA Policy And Organizing a PTA (SPTA/FPTA) (Article II)	JEAN T. LOQUILLANO, PhD Senior Education Program Specialist Division PTA Coordinator
9:30 10:00	Convening the SPTA Gen Assembly, PTA Meeting and Qurom (Article III)	ROMEO A. ACLO Education Program Supervisor
10:00- 10:25	Allowed and Prohibited Activities and Sanctions (Article VII)	REY L. JUMILLA DFPTA Board Member
10:25- 10:30	Intermission Number	
10:30-11:00	PTA Financial Matters (Article VII)	KEITH ALDOS MARGARITO PAASA DFPTA President
11:00-11:30	Conflicts and Dispute Resolution (Article VIII)	ATTY. LAURENCE DEL PUERTO Division Legal Officer
11:30 12:00	OPEN FORUM	HOST
12:00- 1:00	LUNCH	
1:00-2:30	Division Federated PTA's Time	KEITH ALDOS MARGARITO PAASA DFPTA President
2:30- 4:30	Awarding of DFPTA Board 2021 and Division Stakeholders/Partners	
4:30- 4:40	Closing Remarks	JEAN S. MACASERO, PhD OIC- CID Chief Supervisor

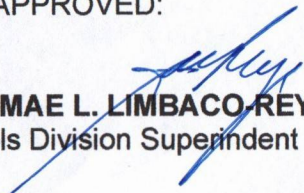
Prepared by :


JEAN T. LOQUILLANO
 Senior Education Program Specialist
 Division PTA Coordinator

Recommending Approval:


ROSALIO R. VITORILLO
 SGOD Chief Supervisor

APPROVED:


CHERRY MAE L. LIMBACO-REYES, CESO V
 Schools Division Superintendent



Attachment No. 1

Republic of the Philippines
Department of Education

REGION X

SCHOOLS DIVISION OF CAGAYAN DE ORO CITY

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December 5, 2022 (8:00 A.M to 5:00 P.M)

Grand Caprice Limketkai, Cagayan de Oro City

TECHNICAL WORKING GROUP COMMITTEES

COMMITTEES	PERSON/OFFICE	TASKS/ FUNCTIONS
Over-All Chairperson	CHERRY MAE S. LIMBACO-REYES Schools Division Superintendent	
Co- Chair	ROSALIO R. VITORILLO SGOD Chief Supervisor JEAN T. LOQUILLANO Senior Educ. Program Specialist Division PTA Coordinator	<ul style="list-style-type: none">• Lead the preparation in the conduct of Stakeholders' Convergence-Prepare Budget Matrix- Facilitate and oversee the conduct of the activity
Program Coordinator	DR. ROY H. LUMBAN Education Program Specialist II	<ul style="list-style-type: none">• Coordinate and follow-up with concerned persons that are involved in the program• Over-all in-charge of program execution• Produce hard copy of the program• Perform other related tasks
Registration	LOREDELLE TACANDONG BAC Secretariat DERROLD MAR S. AVES Senior Education Program Specialist FEDERATED PTA BOARD	<ul style="list-style-type: none">• Prepare attendance sheet• Facilitate registration of participants and distribution of polo shirts and kit• Print Certificate of Appearance and Certificate of Participation• Perform other related tasks
Welcome Committee (USHER)	FEDERATED PTA BOARD	<ul style="list-style-type: none">• Welcome the participants and guide them to their assigned seats/tables.
Physical Set -Up	FEDERATED PTA BOARD	<ul style="list-style-type: none">• Set-up the venue• Check tarpaulin, podium and microphones• Provide name of Districts and place in designated table
Supplies and Materials	NALAH HAWAN Admin Aid VI	<ul style="list-style-type: none">• Take charge in the preparation all materials to be used in the event• Ensure that plaques and other materials are complete• Perform other related tasks
Documentation and Evaluation	AISA TONGCO BADANA Education Program Specialist II Federated PTA Board	<ul style="list-style-type: none">• Consolidate highlights of the activity for Activity Report• Take photos during the event
Toastmaster	RYAN BLANCO	<ul style="list-style-type: none">• Host/ facilitate the program flow