



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE – MARIKINA CITY

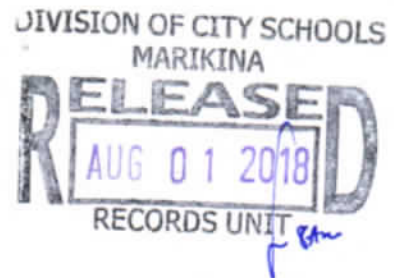
Shoe Ave., Sta. Elena, Marikina City
+63 (02) 682-2472 / 682-3989 (CID) / 369-9046(SGOD)
<https://depedmarikina.ph> / (email) sdo.marikina@deped.gov.ph



July 31, 2018

MEMORANDUM TO:

Chief Education Supervisor, SGOD & CID
Elementary and Secondary School Principals
Officers-In-Charge
Public Schools Only



**ELECTION OF OFFICERS OF FEDERATION OF PARENTS TEACHERS
ASSOCIATION IN MARIKINA CITY (FPTAM)**

Attached is a letter from **Ms. Jeane Cruz-De Leon**, *President, Federation of Parents-Teachers Association in Marikina (FPTAM)* dated July 27, 2018 in relation to the upcoming election on August 4, 2018, Saturday, from 9:00 a.m. to 12:00 noon at AVR, 4th floor of DepEd Building, for information.

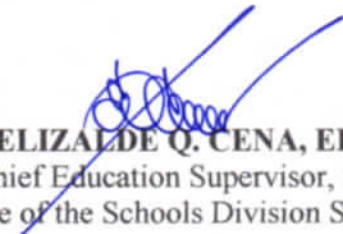
Particular attention is invited to paragraph nos. 1-4 of the said letter.

Immediate and wide dissemination of this Memorandum is desired.

For:

SHERYLL T. GAYOLA
Officer-In-Charge
Office of the Schools Division Superintendent

By:


ELIZALDE Q. CENA, ED. D.
Chief Education Supervisor, SGOD
OIC, Office of the Schools Division Superintendent



**DIVISION OF MARIKINA CITY
FEDERATION OF PARENTS-TEACHERS
ASSOCIATION IN MARIKINA CITY**



M. H. del Pilar St., Kalumpang, Marikina City

FPTAM OFFICERS

JEANE CRUZ – DE LEON

President

LEONARDO ARMADA JR.

Vice President District I

CHRISTOPHER TECSON

Vice President District II

CRISTINA SAMONTE

Secretary

MA. FLORES CREDO

Assistant Secretary

VIVIVAN VILLARUZ

Treasurer

BERNARD DE CASTRO

Auditor

LILYBETH DAQUIOAG

Business Manager District I

CELIA TRIBIANA

Business Manager District II

ROGELIO MERCADO

P.I.O District I

LORENZO SANTOS

P.I.O District II

BOARD MEMBERS

IMELDA ALCANZO

JOSE OLIVER

CECILIA DELA CRUZ

DON JUAN REYES

CONTACT NUMBERS:

0917 – 574 4726

0923 – 738 8968

July 27, 2018

Dr. Sheryll Gayola, OIC
School Division Superintendent
Marikina School Division Office
Sta. Elena, Marikina City



Dear Dr. Gayola:

A pleasant day!

The schedule of the FPTAM Election is due on August 4, 2018, 9am to 12nn at the Audio-Visual Room, 4th Floor, School Division Office, Sta. Elena, Marikina City. The names listed below are the Members and Elecom Chairman during the FPTAM Election:

1. Josenen P. Bañas, Member
2. Rosana P. Villastique, Member
3. Rogelio Mercado, Member
4. Cecilia dela Cruz, Member
5. Vivian Villaruz, Member
6. Lino de Guzman, Elecom chairman.

Pursuant to the FPTAM By-laws, Art. VIII, Section 3, all GPTA presidents must submit the following:

1. Resume (reference for qualification of being a member)
2. Certificate of Good Moral Character, issued by the School Head
3. Certificate of Recognition, issued by the School Head.

In addition, GPTA president who act as guardian must provide proper documents (DepEd Order No. 54, Series of 2009)

1. During enrolment, he/she is the one who enrolled for the student.
2. Guardianship agreement



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3. Affidavit of 2 persons acknowledging that the child is in his/her care and custody
4. Documents that the child he/she is representing for is living with him/her and he/she has the care and custody of the child
5. Documents that the parents of the student is a deceased or living/working abroad.
6. Birth Certificate of the child he/she is representing as guardian.

Documents must be submitted to Rosana P. Villastique at the Marikina Elementary School on or before August 2, 2018, wherein it will be properly screened by the Elecom. These rules and regulations are strictly implemented and non-submission of documents will automatically disqualify the GPTA president from the election.

We would like to request your good office to issue a Memorandum regarding this matter.

Please do not hesitate to contact the FPTAM if you have additional questions or would like more information at 09175744726.

Thank you very much for your support to this worthwhile endeavor.

Sincerely yours,

JEANE CRUZ – DE LEON
FPTAM, President