



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

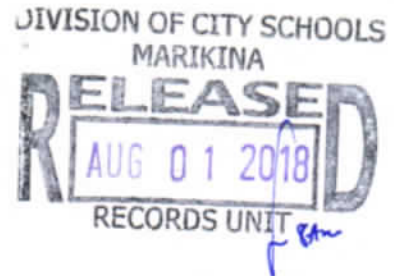
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<https://depedmarikina.ph> / (email) [sdo.marikina@deped.gov.ph](mailto:sdo.marikina@deped.gov.ph)



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, 4<sup>th</sup> floor of DepEd Building, for information.

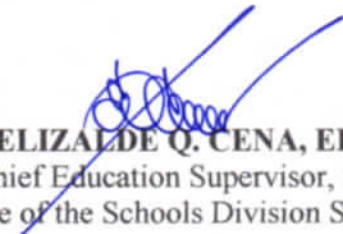
Particular attention is invited to paragraph nos. 1-4 of the said letter.

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



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

1836915  
DIVISION OF CITY SCHOOLS  
MARIKINA  
**RECEIVED**  
27 JUL 2018  
RECORDS UNIT 2:30

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, 4<sup>th</sup> 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



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



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

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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