MEMORANDUM TO:

OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors, SGOD and CID
Elementary and Secondary School Principals
Officers-In-Charge
Public Schools

FEDERATION OF PARENTS-TEACHERS ASSOCIATION IN MARIKINA CITY
ELECTION GUIDELINES

Attached is a letter from Ms. Jeane Cruz-De Leon, FPTAM President, dated August 7, 2019 re: FPTAM’s ELECTION GUIDELINES, content of which is self-explanatory, for information and guidance of all concerned.

Immediate and wide dissemination of this Memorandum is desired.

For:

JOEL T. TORRECAMPO
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

By:

ELISA D. CERVEZA
Chief Education Supervisor, CID
Officer-In-Charge
Office of the Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent
August 7, 2019

TO: Dr. Joel T. Torrecampo
OIC
Office of the Schools Division Superintendent,
DepEd Marikina Division Office,
Shoe Avenue cor. V. Gomez Street,
Brgy. Sta. Elena,
Marikina City

RE: FPTAM’s ELECTION GUIDELINES

Dear Dr. Joel T. Torrecampo,

Good day!

The Federation of Parents and Teachers Association of Marikina City (FPTAM) will be holding its’ annual elections on the 10th of August, 2019 at the Marikina’s Division Office’s AVR from 9:00 a.m. onwards.

The FPTAM ELECTION COMMITTEE are composed of the following:

1. Don Juan V. Reyes (Chairperson)
2. Leonardo Armada Jr. (Vice-Chairperson)
3. Bernard De Castro (Member)
4. Ma. Flores Credo (Member)
5. Cecilia Dela Cruz (Member)
6. Vivian Villaruz (Member)

As stated on the by-laws in Art. XII s.3, to wit:

"Section 3. ISSUANCE AND PROMULGATION OF GUIDELINES. The ELECOM may promulgate and issue additional guidelines related to the conduct of elections that are inconsistent with this and other existing guidelines or which may hereafter be issued."
The FPTAM’s ELECOM hereby issues the following additional guidelines for the conduct of the said election:

1. Only current FPTAM Officers, Election Committee and qualified GPTA Presidents will be allowed to enter the venue.
2. FPTAM Officers that are not members of the ELECOM will be present on the said event to observe and to assist if need arises.
3. Seating arrangements will be assigned to all qualified GPTA Presidents and strict adherence should be observed.
4. No questions/interruptions or discussions will be entertained during the event.
5. Use of cellphone are strictly prohibited and if violated, he/she will be escorted out of the venue immediately waiving his/her right to vote and his/her representation.
6. ELECTION OF THE 15 BOARD MEMBERS: The first part of the election will be the election of the fifteen (15) board members via secret ballot. The top 15 will be selected from the voted qualified members.
7. ELECTION OF THE EXECUTIVE BOARD: The elected BOARD MEMBERS will then elect from among themselves, via secret ballot, namely: President, Vice-President for District 1, Vice-President for District 2, Secretary, Treasurer, Auditor, Business Manager for District 1, Business Manager for District 2, PIO for District 1, PIO for District 2, and the remaining five (5) will be the Board of Directors.
8. Once the election has been completed, the new set of elected FPTAM officers shall take over the reins of the organization.
9. Results of the election will not be open for contest.

Requirements: All GPTA Presidents are reminded that in order to be qualified and to be recognized as a bonafide FPTAM member, he/she must submit ALL the requirements listed below to the Election Committee for screening purposes:

1. FPTAM CLEARANCE
2. Certificate of Good Moral Character from the school represented
3. Certificate of recognition signed by the School Head
GPTA Presidents who are not able to submit his/her complete requirements will be disqualified from running/voting, and will therefore be denied access to the venue.

Screening of the above-mentioned requirements by the ELECOM will be on August 10, 2019 at 8:00 a.m.

We would like to request your good office to disseminate this piece of information to all Marikina Public Schools.

If you have any concern or question, please do not hesitate to contact the FPTAM at 09175744726.

Thank you very much for your continuous support to our organization.

Best regards,

Mr. Don Juan V. Reyes
FPTAM ELECOM CHAIRPERSON

[Signature]

Jean C. De-Leon
FPTAM President
Member, Division PTA Affairs