



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region XI  
SCHOOLS DIVISION OF DIGOS CITY  
City of Digos



Office of the City Schools  
Division Superintendent

Roxas corner Lopez-Jaena Streets, Digos City,  
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**DIVISION MEMORANDUM**

No. 475, series of 2017.

**TO :** OIC-CHIEF, SGOD  
PUBLIC SCHOOLS DISTRICT SUPERVISORS  
PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS

*W. E. Batoon*  
**FROM :** WINNIE E. BATOON, ED.D.  
Officer-In-Charge *W. E. B.*  
Office of the Schools Division Superintendent

**SUBJECT :** *New Schedule of Election of City Federated Parents and Teachers Association for School Year 2017 - 2018*

**DATE :** July 28, 2017

1. The field is hereby informed that the **new schedule of the election of officers for the City Federated Parents and Teachers Association for School Year 2017 – 2018 is on August 16, 2017, 1:00 PM at the Ramon Magsaysay Central Elementary School Library.**
2. School heads are hereby advised to ensure the attendance of your **School PTA President** to this schedule.
3. Personnel from the School Governance and Operations Division shall assist to ensure the smooth conduct of the election and prepare the necessary documents after the election to be transmitted to the City Mayor as required under DepEd Order No. 77, series of 2009.
4. For your information and compliance.

DepEd Schools Division of Digos  
**RELEASED**  
7204  
Date: 28 JUL 2017 TIME: 2:00 PM  
By: *[Signature]*