

Republic of the Philippines **DEPARTMENT OF EDUCATION**Cordillera Administrative Region

Schools Division Office

Lagawe, Ifugao, 3600

Division Memorandum No. 272 s, 2016

TO:

Public Schools Division Supervisors & School Heads/ PTA coordinators

FROM:

JACQUELINE C. LUNAG

Chief, SGOD

DATE:

December 8, 2016

SUBJECT:

SUBMISSION OF CONSOLIDATED SCHOOLS DISTRICT ANNUAL PARENTS-

TEACHERS ASSOCIATION (PTA) ACCOMPLISHMENT REPORT FOR CY 2016

1. To come-up with a comprehensive division accomplishment report for CY 2016, you are hereby requested to submit a consolidated district annual Parents-Teachers Association Accomplishment Report for CY 2016.

- 2. Attached is a reporting template for you to use in coming up with a schools district report. Accomplishment report shall be based on the approved PTA plan. Other implemented PPA's not reflected in the PTA plan shall be included but with remarks on the said program/project/activity.
- 3. Deadline of submission is on or before December 23, 2016. All reports shall be forwarded at the Schools Governance & Operations Division- Human Resource Division (SGOD-HRD) for consolidation & proper monitoring.
- 4. Immediate dissemination of this memo is directed.

CY 2016 (January-December)

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PPAs				Target	Actual	%	Budget	Expense	% of utilization	Remarks
Note: Name of PPA's spearheaded by PTA ex: Brigada Eskwela Implementation (PTA implemented assigned	# of students attended # of parents/organization members attended # of LGU employees attended	IPSHS, Lamut	1st year students parents of 2nd year students LGU employees	1000	300 100 100	50%	1,000.00	500	50%	School MOOE augmentation 500.00
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