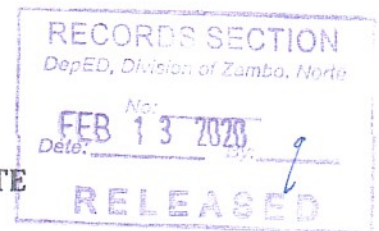




Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
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Division Memorandum
No. 066, S. 2020

To: Assistant Schools Division Superintendents
Chief Education Supervisors
Public Schools District Supervisors
Public School Heads/Principals
Public School Teachers

From:  **MA. LIZA R. TABILON EdD, CESO V**
Schools Division Superintendent

Subject: REORGANIZATION AND SYNCHRONIZED CONDUCT OF ELECTION
OF OFFICERS OF THE TEACHERS' ASSOCIATION AT THE SCHOOL,
DISTRICT AND DIVISION LEVELS

Date: February 13, 2020

1. With sincere intention to provide a strong and unified advocating and consultative body for teachers in this division, this office hereby resolved to reorganize the teachers' associations and realized the necessity to effect a synchronized conduct of elections at the school, district and division levels.
2. School Heads and Public Schools District Supervisors are advised to refer to the election guidelines and mechanics attached as Enclosure No. 1 to ensure proper conduct of elections at the school, district and division levels.
3. The Social Mobilization and Networking (SMN) unit is expected to coordinate closely with all concerned to effectively and efficiently carry out the duties and responsibilities assigned to them. Moreover, the SMN unit is expected to lead in the reorganization of the division federation of teachers associations at the division level and facilitate the promulgation and/or ratification of the teachers' association by-laws to govern the conduct of its affairs and prescribe the rules for its governance.
4. Immediate dissemination of and strict compliance with this memo is directed.

JEE/ReorganizationofTeachersAssociation/SMNSGOD/DM003-2020/02132020



“Be and Do Much Better Each Day with a Sense of Urgency”





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(Enclosure No. 1 to Division Memorandum No. 066, S. 2020)

**GUIDELINES ON THE CONDUCT OF SYNCHRONIZED ELECTIONS OF
OFFICERS OF TEACHERS' ASSOCIATIONS AT THE SCHOOL,
DISTRICT AND DIVISION LEVELS**

1. At the school level, the School Heads/Principals shall facilitate the reorganization and conduct of election of officers of the teachers' association of their respective schools on February 28, 2020, at 3:00 P.M., Friday, during the school learning action cell (SLAC) activity. The following positions shall be filled in by among the public school teachers, to wit:

- President;
- Vice-President;
- Secretary;
- Treasurer; and
- Auditor. (Other position/s may also be added and filled in as may be necessary).

Senior high school situated within an existing junior high school shall have a separate teachers' association and set of officers.

2. At the district level, the Public Schools District Supervisors shall facilitate the reorganization and conduct of elections of officers of the district federations of teachers' associations for the elementary and secondary schools on April 21, 2020, at 9:00 A.M. and 2:00 P.M., respectively. Presidents of all school teachers' associations are automatic participants and thus, eligible to run for and get elected to the following positions, to wit:

- President;
- Vice-President;
- Secretary;
- Treasurer; and
- Auditor. (Other position/s may also be added and filled in as may be necessary).

For districts, however, which have only one or two junior or senior high schools, the Presidents and Vice-Presidents of the school teachers' associations are deemed automatic participants and thus, eligible to run for and get elected to the aforementioned positions. It must be strictly noted, moreover, that only those elected President of the junior or senior high school teachers' association are eligible to run for the position of President for the district federation of secondary school teachers' association.



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3. At the division level, the Social Mobilization and Networking (SMN) unit shall lead in the reorganization and conduct of election of officers of the division federation of teachers' associations. Presidents of all thirty-five (35) elementary and thirty-five (35) secondary school district federations of teachers' associations shall be called for this purpose. The SMN unit shall likewise lead in the development of the division federation election guidelines, rules and regulations and present the same to the management, for approval.

Moreover, the SMN is expected to facilitate the promulgation and/or ratification of the teachers' association by-laws to govern the conduct of its affairs and prescribe the rules for its governance.



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