

**SCHOOL PARENT-TEACHER ASSOCIATION
San Francisco Elementary School
Barangay San Francisco, General Trias City**

SPTA RESOLUTION NO. 02, S. 2025

**A RESOLUTION FOR THE CREATION OF A NEW SPTA BY-LAWS AND REVIEW OF THE PREVIOUS
SPTA BY-LAWS FOR POSSIBLE ADOPTION OF RELEVANT PROVISIONS**

WHEREAS, Section 10 of **DepEd Order No. 13, s. 2022** requires every School PTA to adopt a Constitution and By-Laws consistent with the guidelines provided therein;

WHEREAS, the current SPTA recognizes the need to craft a **new By-Laws** that reflects present priorities, aligns with current DepEd regulations, and addresses the academic needs of learners;

WHEREAS, reviewing the previous SPTA's By-Laws may identify provisions and practices that remain relevant, effective, and compliant with DepEd guidelines, which can be integrated into the new version;

NOW, THEREFORE, upon motion duly seconded, **BE IT RESOLVED** by the School Parent-Teacher Association of San Francisco Elementary School, in a meeting held on [date], that:

1. The **Vice President** be designated to lead an ad hoc **By-Laws Drafting Committee**, composed of at least [number] members, to:
 - a. **Draft a new SPTA By-Laws** fully compliant with DepEd Order No. 13, s. 2022;
 - b. **Review the previous SPTA's By-Laws** to determine any relevant provisions worth adopting;
 - c. **Integrate** such provisions into the new By-Laws where appropriate.
2. The Committee shall **submit the draft By-Laws within thirty (30) calendar days** from its creation to the SPTA body for review, amendment, and adoption.
3. Once adopted, the By-Laws shall be registered with the Schools Division Office through the School Head and made accessible to all SPTA members through both printed and digital copies.

RESOLVED FURTHER, that this resolution shall take effect immediately upon approval.

Approved this [day] of [month], 2025 at [Location].

Certified Correct:

Maibel D. Ostona
SPTA Secretary

Attested:

Joven E. Moralejo
SPTA President

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