



LANDMARK PARENT TEACHER ASSOCIATION

NEWSLETTER

JUNE 2026

Welcome Summer!

As this school year comes to a close, we're all looking forward to a well-deserved break. First, let's look at some PTA highlights and some details for the upcoming year!

Join Us!

We're looking for 2 new members to join the PTA! If you're interested, contact us at:
landmarkpta@gmail.com

PTA Constitution

This year, we made some much needed changes to our constitution! Amendments were voted on and passed at our AGM in September. Attached is the newly updated document for you to read.

✦ ✦ **Save the Date** ✦ ✦
Annual General Meeting:
Sept. 28, 6:00pm
Landmark Collegiate

This Years' Highlights

Fundraising

This year we raised over \$3000 to be split equally between the schools! Landmark Collegiate will use the funds for a Grad Student Leadership Award as well as creating more recess options for students. Landmark Elementary School is working on creating an outdoor classroom!

Staff Appreciation Lunches

Once again, we were able to spoil our school staff with a delicious lunch at each school. Thank you to everyone who dropped off food or volunteered to help out! It was greatly appreciated!



Thank you for your continued support and partnership in your child's education. We wish you all a fun-filled and relaxing summer!

Questions or Concerns? Email us at: landmarkpta@gmail.com

Constitution of the Landmark Parent Teacher Association

1. Name

- 1.1. The name of the organization is the Landmark Parent Teacher Association, referred to as the PTA.

2. Purpose

- 2.1. To work together, as a non-profit organization, with the staff of the Landmark elementary School and the Landmark Collegiate to achieve our shared purpose and goals in creating the highest quality educational experience we can for our children.
- 2.2. The organization shall be carried on without purpose of gain for its members, and any profit or other gains to the organization shall be used in promoting its function.

3. Function

- 3.1. To provide a framework whereby parental concerns, regarding the education of their children in our schools, can be voiced to the administration of the school/school board.
- 3.2. To work together with the schools to help find solutions to common concerns.
- 3.3. To raise funds to purchase equipment needed by the schools that will enhance or enrich the educational experience of our children.
- 3.4. To keep informed as to provincial divisional policies, curriculum changes and their effect on our local schools and promote and/or challenge these changes.
- 3.5. To make the public aware of educational changes and how they affect the education of their children.
- 3.6. To actively assist the staff at the Landmark Elementary School and the Landmark Collegiate with decision-making in reference to policies, goals, school plans, etc.

4. Membership

- 4.1. All parents/guardians who have at least one child registered at the Landmark Elementary School or the Landmark Collegiate are members of the Landmark PTA.

5. Executive

- 5.1. The PTA shall consist of up to 10 members: the principal from each school, a teacher representative from each school, and 4-6 parents. Every effort will be made to have equal representation from each school - Landmark Collegiate and Landmark Elementary School.
- 5.2. Election and Terms of Office:
 - 5.2.1. Three parents shall be elected to the executive each year for a two-year term at the PTA Annual General meeting of each school year. This ensures overlapping continuity for the executive.
 - 5.2.2. Nominations shall be called for two weeks prior to the PTA Annual General Meeting.
 - 5.2.3. Only parents/guardians of students are eligible for nomination.
 - 5.2.4. Voting shall be carried out by secret ballot.
 - 5.2.5. If a parent should resign from the executive before his/her term expires, the executive shall be responsible to initiate an election. The term of the new executive member shall terminate at the same time as that of the person he/she is replacing. There will also be a shuffling of officer positions to accommodate for the new executive member.
 - 5.2.6. The teacher representatives serving on the executive shall be decided upon annually by the principals of each school.
- 5.3. Officers:
 - 5.3.1. Executive Officers shall be elected by the executive at the first executive meeting after the election of new members in the fall of each school year.
 - 5.3.2. Parent representatives shall hold all positions of office.
 - 5.3.3. The terms of office shall be for one school year.
 - 5.3.4. The officers shall consist of President, Vice President, Secretary, Treasurer, Social Media Manager and a Member at Large.
 - 5.3.4.1. The President shall act as chairperson of the PTA executive and general meetings, shall be one of two signing authorities for PTA expenditures, shall be responsible to call executive meetings as required.

- 5.3.4.2. The Vice President shall be a representative for the school that the president is not representing, take over for the president in his/her absence.
- 5.3.4.3. The Secretary shall take minutes at all general PTA meetings as well as at all executive meetings, and be responsible for their distribution and safe-keeping.
- 5.3.4.4. The Treasurer shall keep record of all money received and spent by the PTA, give financial reports at all executive meetings, at general PTA meetings if required, and be one of two authorities.
- 5.3.4.5. The Social Media Manager manages any PTA social media pages and is responsible for posting pertinent PTA info such as the date of the PTA Annual General Meeting, fundraising reminders, and other events.
- 5.3.5. The executive shall have the authority to appoint other parents/guardians to sub-committees for the purpose of assisting the executive.

6. Finances

- 6.1. The Landmark PTA is solely funded through voluntary donations.
- 6.2. The treasurer shall be responsible for the collection and disbursement of funds.
- 6.3. Expenditures shall be decided upon by the PTA executive - two signatures shall be required on all withdrawals.

7. Meetings

- 7.1. There will be one PTA Annual General Meeting per school year in September. All members of the PTA are invited to attend.
- 7.2. Executive meetings will take place every other month for the duration of the school year, beginning in September. These meetings will be open to PTA Executive members only. In the event that a parent who is not on the executive should wish to attend to discuss a specific issue, they must submit a request in writing at least 7 days in advance of the next PTA executive meeting to be placed on the agenda. Alternatively, the parent may choose a member of the executive to bring their concerns forward at the next executive meeting.

- 7.3. The PTA executive will publish a newsletter in June informing parents of all general meetings and executive meetings.
- 7.4. A simple majority is required to carry a motion on the floor.
- 7.5. Proxy voting is not permissible.
- 7.6. Only parents/guardians of students presently enrolled in Landmark Collegiate or Landmark Elementary School are eligible to vote and hold office.
- 7.7. All meetings of the PTA (both general and executive) shall be conducted in accordance with Robert's Rules of Order or in accordance with an appropriate adaptation thereof.

8. Amendments

- 8.1. Proposed constitutional amendments must be vetted by the PTA executive.
- 8.2. Proposed amendments must be distributed in writing a minimum of 30 days in advance of the PTA Annual General Meeting.
- 8.3. Written notification will be delivered to parents on a best effort basis.
- 8.4. For an amendment to be accepted, it must pass with a simple majority vote at the PTA Annual General Meeting.

9. Dissolution

- 9.1. Should the Landmark PTA choose to dissolve, a motion to dissolve will be made public 30 days prior to the next general meeting.
- 9.2. A decision to dissolve will be a two-thirds majority affirmative vote of all parents/guardians in attendance at the meeting.
- 9.3. In the event of a decision to dissolve the PTA, all funds and resources shall be divided evenly between the two schools in Landmark and used to purchase needed equipment within the schools.

**Amended at the Parent Teacher Association Annual General Meeting
September 22, 2025**