

Project Plan Summary



Madonna Catholic School

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T8A 3N3

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Principal: Karen Antoniuk

Project name:	1S Recycle Fund
Person responsible:	Stadnick, Cheryl
Purpose and timelines:	Information is provided in classroom newsletters
Revenue to collect:	Juice boxes, water bottles, milk carton are to be returned to bottle depot for refund.
Items/Services to be purchased:	Classroom consumable supplies (stickers, materials for classroom celebrations, rewards/birthday supplies)
Surplus/Deficit Handling Plan:	Extra funds will be spent on a year end activity

Project name:	Alien In Line Skating
Person responsible:	Antoniuk, Karen
Purpose and timelines:	A letter will be sent home to parents explaining the Alien In Line Skating Program and the fee required.
Revenue to collect:	PSC has been asked to support this project financially and any shortfall will be collected from students.
Items/Services to be purchased:	The costs of the facilitator and equipment for this week long learn to inline skate program.
Surplus/Deficit Handling Plan:	Remaining funds will be used towards another school wide activity for students.

Project name:	Apple Schools
Person responsible:	Hinger, Cathy
Purpose and timelines:	A letter was sent to the business community requesting donations to support healthy nutrition and physical activities at Madonna Catholic School i.e. Baseball Fundamentals or When Soccer Comes to School.
Revenue to collect:	Donations from businesses
Items/Services to be purchased:	Healthy foods and activites/equipment for all students at Madonna Catholic School.
Surplus/Deficit Handling Plan:	Carried forward to next year.

Project name:	Book Fair
Person responsible:	Roberts, Lori
Purpose and timelines:	The school website will inform parents of the Book Fair and it's purpose
Revenue to collect:	The school receives a credit based on the total % of sales with the book fair company.

Items/Services to be purchased: The credit will be used to purchase items for the Madonna Catholic School library.

Surplus/Deficit Handling Plan: All credits are used to purchase books in that school year.

Project name: Donation - Discretionary

Person responsible: Roberts, Lori

Purpose and timelines: Parents are offered the option to donate to students in need through field trip/event information letters sent home with students throughout the school year. The donated funds received are applied to field trip and school event fees for students of families experiencing financial difficulties. Donation Container with sign for Valeda House displayed at Christmas Concert Dec 14, 2017

Revenue to collect: Donations are received from parents.

Items/Services to be purchased: Will be applied to field trip/school events costs as needed by students throughout the school year. Collection at Christmas Concert on Dec 14th, 2017 for Valeda House - \$285.00 collected

Surplus/Deficit Handling Plan: Any balance will be carried forward to the next school year.

Project name: ECS

Person responsible: Stocker, Fiona

Purpose and timelines: Parents are informed by letter of field trips and their purpose as they are planned.

Revenue to collect: A fee will be applied to students' account in ACORN based on estimated costs of planned field trip/events. This fee is based on 100% participation and will change based on actual attendance during field trip.

Items/Services to be purchased: Cost recovery of entrance fees and transportation costs. October 16, 2017 - Prairie Gardens entrance fee \$12.00 ea and \$3.00 ea = \$15.00/Actual \$11.17 and \$4.40 = \$15.57

Surplus/Deficit Handling Plan: Deficit will be covered by school and surplus will be applied to future ECS field trips or activities.

Project name: Field Trip 1N

Person responsible: Noel, Kathy

Purpose and timelines: An explanation of the purpose of each field trip/project will be communicated to the parent as well as how it relates to the curriculum and what students are currently learning in 1N.

Revenue to collect: A fee will be applied to the students' account in ACORN based on estimated costs of planned field trip/events.

Items/Services to be purchased: Admission fees/transportation fees. October 10, 2017 - Strathcona Library/Safeway Store bus cost of \$3.00 per student Actual = \$3.42 October 13, 2017-Prairie Gardens Entrance \$10.50 per student and bus \$7.00 per student = \$17.50 Actual 10.67 + 6.42 = \$17.09 December 6, 2017 - Bus to OLP Church \$3.00 per student - Actual \$2.42 each December 21, 2017 - Icing for Polar Express party \$2.00 per student

Surplus/Deficit Handling Plan: Surplus will be used toward other classroom projects.

Project name: Field Trip 1S

Person responsible: Stadnick, Cheryl

Purpose and timelines: An explanation of the purpose of each field trip/project will be communicated to the parent as well as how it relates to the curriculum and what students are

currently learning in 1K.

Revenue to collect:	A fee will be applied to the students' account in ACORN based on estimated costs of planned field trip/events.
Items/Services to be purchased:	Admission fees/transportation fees. October 10, 2017 - Strathcona Library/Safeway Store bus cost of \$3.00 per student. Actual \$3.42 each October 13, 2017- Prairie Gardens \$10.50 per student and \$7.00 bus per student = \$17.50. Actual $10.67 + 6.42 = 17.09$ December 6, 2017 - Bus to OLPH Church \$3.00 per student. Actual \$2.42 each December 21, 2017 - Icing for Polar Express Party \$2.00 per student
Surplus/Deficit Handling Plan:	Surplus will be used toward other classroom projects.

Project name:	Field Trip 2L
Person responsible:	LaRose, Stephanie
Purpose and timelines:	An explanation of the purpose of each field trip/project will be communicated to the parent as well as how it relates to the curriculum and what students are currently learning in 2L.
Revenue to collect:	A fee will be applied to the students' account in ACORN based on estimated costs of planned field trip/events.
Items/Services to be purchased:	Supplies needed for special projects/admission fees/transportation fees.
Surplus/Deficit Handling Plan:	Surplus will be used toward other classroom projects.

Project name:	Field Trip 2T
Person responsible:	Thompson, Kimberly
Purpose and timelines:	An explanation of the purpose of each field trip/project will be communicated to the parent as well as how it relates to the curriculum and what students are currently learning in 2T.
Revenue to collect:	A fee will be applied to the students' account in ACORN based on estimated costs of planned field trip/events.
Items/Services to be purchased:	Supplies needed for special projects/admission fees/transportation fees.
Surplus/Deficit Handling Plan:	Surplus will be used toward other classroom projects

Project name:	Field Trip 3B
Person responsible:	Burden, Rita
Purpose and timelines:	An explanation of the purpose of each field trip/project will be communicated to the parent as well as how it relates to the curriculum and what students are currently learning in 3B.
Revenue to collect:	A fee will be applied to the students' account in ACORN based on estimated costs of planned field trip/events.
Items/Services to be purchased:	Supplies needed for special projects/admission fees/transportation fees. October 13, 2017 - Prairie Gardens - \$10.50 per student and bus \$7.00 per student = \$17.50 Actual $10.67 + 6.42 = 17.09$ November 27, 2017 - Smeltzer House - \$7.50 per student for program and bus \$5.71 = \$13.21 Actual \$10.69 update December 21, 2017 - Ukrainian Village - \$7.50 per student program and \$6.15 bus = \$13.65
Surplus/Deficit Handling Plan:	Surplus will be used toward other classroom projects.

Project name: Field Trip 4H

Person responsible: Hinger, Cathy

Purpose and timelines: An explanation of the purpose of each field trip/project will be communicated to the parent as well as how it relates to the curriculum and what students are currently learning in 4H.

Revenue to collect: A fee will be applied to the students' account in ACORN based on estimated costs of planned field trip/events.

Items/Services to be purchased: Cost recovery for admission fees/transportation fees Oct 24th, 2017 - Bus to Strathcona Library \$2.00 per student/ Actual \$2.10 November 9th, 2017 - Bus to Festival Place Dr. Roberta Bodnar - No Charge County paid for transportation December 22, 2017 - Bus to Sherwood Bowl \$2.00 per student and bowling \$7.00 per student +\$9.00

Surplus/Deficit Handling Plan: Surplus will be used toward other classroom projects.

Project name: Field Trip 4PS

Person responsible: Prenoslo, Angela

Purpose and timelines: An explanation of the purpose of each field trip/project will be communicated to the parent as well as how it relates to the curriculum and what students are currently learning in 4PS.

Revenue to collect: A fee will be applied to the students' account in ACORN based on estimated costs of planned field trip/events.

Items/Services to be purchased: Cost recovery admission fees/transportation fees. Oct 24th, 2017 - Strathcona Library bus \$2.00 per student/Actual \$2.10 Nov 9th, 2017 - Bus to Festival Place to see Dr. Roberta Bodnar - Transportation fees paid by County Dec 22, 2017 - Bus to Sherwood Bowl \$2.00/student and bowling \$7.00/student = \$9.00

Surplus/Deficit Handling Plan: Surplus will be used toward other classroom projects.

Project name: Field Trips 3L

Person responsible: Lampka, Laura

Purpose and timelines: An explanation of the purpose of each field trip/project will be communicated to the parent as well as how it relates to the curriculum and what students are currently learning in 3L.

Revenue to collect: A fee will be applied to the students' account in ACORN based on estimated costs of planned field trip/events.

Items/Services to be purchased: Supplies needed for special projects/admission fees/transportation fees October 13, 2017 - Prairie Gardens \$10.50 admission and \$7.00 bus = \$17.50 per student. Actual 10.67 + 6.42 = \$17.09 November 27, 2017 - Smeltzer House \$7.50 program fee and \$5.71 bus fee = \$13.21 Actual \$11.00 December 21, 2017 - Ukrainian Village program fee \$7.50 per student and bus fee \$6.15 = \$13.65

Surplus/Deficit Handling Plan: Surplus will be used toward other classroom projects.

Project name: Lenten Child Sponsorship Donations

Person responsible: Lampka, Laura

Purpose and timelines: A letter will be sent out to all staff and parents informing them of collecting donations to sponsor a child through Chalice. It will be noted on the website and in the SMORE as well

Revenue to collect: Monetary donations

Items/Services to be purchased: A child will be sponsored through Chalice for one year (\$444) Any remaining funds will also be donated to Chalice

Surplus/Deficit Handling Plan: All funds collected will be donated to Chalice

Project name: Milk Program

Person responsible: Roberts, Lori

Purpose and timelines: Through note sent home, school website and weekly SMORE on Nov 5th, 2017 for 2nd Quarter, same for Q3

Revenue to collect: Cost of milk either white or chocolate is \$1.00 carton to be paid by parent. Empty cartons are to be returned for refund to bottle depot and those funds deposited to the Milk Program account.

Items/Services to be purchased: The cost of the milk and other general purchases for the students as needed.

Surplus/Deficit Handling Plan: A surplus is to be carried over and a deficit to be covered by the school budget.

Project name: Pre-K Field Trip

Person responsible: Jongerius, Maria

Purpose and timelines: A letter is sent home to parents outlining the field trip and purpose.

Revenue to collect: A fee for cost recovery of entrance fee and transportation will be charged to parents.

Items/Services to be purchased: Cost recovery of entrance fee and transportation: Oct 16, 2017 - Prairie Gardens entrance fee \$12.00 ea and bus cost of \$3.00 ea/Actual \$11.17 and \$4.40 = \$15.57

Surplus/Deficit Handling Plan: School will cover deficit, surplus will be used towards other Pre-K field trips

Project name: Social Committee

Person responsible: Kuchmak, Cheryl

Purpose and timelines: This is an opening balance carried forward from the Sunshine Fund run for staff with monies collected from staff.

Revenue to collect: Opening balance from staff who were in charge as per bank stmt

Items/Services to be purchased: going away/retirement/special occasion flowers and small gifts when ill

Surplus/Deficit Handling Plan: balance to be carried forward for staff use

Project name: Staff Coffee Fund

Person responsible: Antoniuk, Karen

Purpose and timelines: Employees may participate in the coffee fund program by paying a fixed amount determined by staff at the beginning of the year. These funds will be used to buy coffee and milk for staff consumption through the school year.

Revenue to collect: Staff who drink coffee are to pay the fee agreed upon.

Items/Services to be purchased: Coffee, milk or cream

Surplus/Deficit Handling Plan: It will be carried forward t next school year.

Project name: Swimming Lessons Grd 1 to 4

Person responsible: Hinger, Cathy

Purpose and timelines: A letter is sent home with students to inform parents of the swimming program dates/times and costs. It is also put on the school website and SMORE.

Revenue to collect: Fee of Red Cross Program and bus to be applied to students' accounts in ACORN for parents to pay.

Items/Services to be purchased: Cost of Red Cross Swim Program as per Strathcona County Recreation and bus costs by transportation.

Surplus/Deficit Handling Plan: Surplus would be applied to other school activities provided for grade 1 to 4 students or students in need.

Project name: Terry Fox Run

Person responsible: Kuchmak, Cheryl

Purpose and timelines: The project is communicated to the students and parents through the school newsletter and the school website.

Revenue to collect: Participants are asked to donate \$1.00 to participate in the run in the school field on Friday Sept 29th, 2017.

Items/Services to be purchased: All donations will be forwarded to the Terry Fox Foundation.

Surplus/Deficit Handling Plan: None anticipated - all monies will be donated

Project name: Young Authors Conference

Person responsible: Stocker, Fiona

Purpose and timelines: An info letter will be sent home to the parents of students who have been selected to attend the conference. An amount of \$15.00 will be charged to the students attending to cover 1/2 the cost of conference fees and materials. The school will pay the other half.

Revenue to collect: Fees charged to students selected to attend the conference.

Items/Services to be purchased: Conference fees and material costs.

Surplus/Deficit Handling Plan: Remaining funds would be returned to parents.