Project Plan Summary

Madonna Catholic School
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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:	Create & Learn Workshop: Gears & Pulleys
Person responsible:	Stocker, Fiona
Purpose and timelines:	A letter will be sent out to parents detailing how the program will run, as well as what will be accomplished and how long it will take. The cost of the participation for expert leader & supplies will also be given.
Revenue to collect:	Students will pay for the program via the fee portal on Power School. Each student will pay $11.55. Actual is $11.18
Items/Services to be purchased:	The funds paid will be used as remuneration for teaching services provided by the consultant.
Surplus/Deficit Handling Plan:	Any surplus of funds will be used for student material/supplies and a deficit will be absorbed by the school. Student fee will be reduced to actual cost

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 Feb 23, 2018 - County Library bus fee $4.10/student March 22, 2018 - Telus World of Science bus $10.47/programming 16.75 = $27.22 per student
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 OLPH Church $3.00 per student - Actual $2.42 each December 21, 2017 - Icing for Polar Express party $2.00 per student - Actual $2.25 February 7th, 2018 - Soapstone Carving $10.00 per student - Actual $10.00 March 20, 2018 - Teacher's Pet $11.00 Actual $12.57 per student April 5th, 2018 - Top Secret Activity $12.50
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 - Actual $2.00 February 7th, 2018 - Soapstone carving $10.00 per student - Actual $10.00 March 20, 2018 - Teacher's Pet - $11.00 per student Actual $11.00 per student April 5th, 2018 - $11.00 Top Secret Activity
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. Feb 27, 2018 Inuit Connection Presentation - $8.35/student - actual 7.50 each
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. Feb 27, 2018 Inuit Connection Presentation - $8.35/student - actual 8.33 each

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 January 17, 2018 - Gallery@501 Program 10.00 and bus 2.80 = $12.80 Actual is $11.78 March 6, 2018 - Soap Stone Carving $10.00 per student Actual $9.65 per student
Surplus/Deficit Handling Plan:	Surplus will be used toward other classroom projects.

Project name:	Field Trip 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 January 17, 2018 - Gallery@501 program $10.00 and bus 2.80 each = $12.80 Actual $11.78 March 6, 2018 - Soap Stone Carving $10.00 per student - Actual $9.65 per student
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/Actual $8.94 February 1, 2018 - Bus to SWC 5.00, snowshoeing 4.50 Program 3.45 = $12.95 Actual $21.15 cost

	adjusted as per note home March 21, 2018 February 12, 2018 - Gears & Pulleys in school $11.55 each April 9, 2018 - TWOS $22.70 programming & $5.50 bus = $28.20
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/Actual $8.94 Feb 1, 2018 - Bus 5.00, snowshoeing 4.50, Program 3.45 = 12.95 Actual cost $21.15 adjusted as per note sent home March 21, 2018 Feb 12, 2018 - Create & Learn in school $11.55/student April 9, 2018 - TWOS Programming $22.70 & bus $5.50 = $28.20
Surplus/Deficit Handling Plan:	Surplus will be used toward other classroom projects.
Project name:	General
Person responsible:	Karen Antoniuk
Purpose and timelines:	To be used for non-specific items as they arise over the year.
Revenue to collect:	Fees to parent in the SMORE
Items/Services to be purchased:	Items as communicated with parents. Opera NUOVA cost recovery $2.90 per student
Surplus/Deficit Handling Plan:	Any balance will be carried forward to the next school year.
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.