

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:	Agenda
Person responsible:	Roberts, Lori
Purpose and timelines:	Agendas are purchased by the school and provided to students in grades 1 to 4. The purpose of the agenda is to provide a communication tool for parents and the school.
Revenue to collect:	Fee for cost of agenda is charged to students in ACORN.
Items/Services to be purchased:	Cost recovery
Surplus/Deficit Handling Plan:	Used for students in need or deficit will be carried forward/absorbed by the school.

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:	Brighter Beginnings Field Trip
Person responsible:	Fortier, Megan
Purpose and timelines:	A letter is sent home explaining field trip and costs, it is posted on the MCS website as well.
Revenue to collect:	Cost recovery paid by parents prior to attending the field trip
Items/Services to	Admission cost recovery

be purchased:

Surplus/Deficit
Handling Plan: Surplus towards classroom activities/deficit covered by PUF funding

Project name: Field Trip 1/2F

Person responsible: Forslund, 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 1/2F.

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/Transportation fees as detailed: Sep/Dec Field Trip Fee \$60.88/Student for all 5 events listed below as follows: September 2019 Reading with the Horses 22.05 Reading + bus cost October 2019 Building Things: Teachers Pets - Program \$14.75/student November 2019 Creating Color: Teachers Pets - Program \$13.50/student December 2019 Advent Church Tour (Bus only) December 2019 Polar Express Day - Supplies \$2.00/student

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

Project name: Field Trip 1/2F

Person responsible: Forslund, 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 1/2F.

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/Transportation fees as detailed: Sep/Dec Field Trip Fee \$60.88/Student for all 5 events listed below as follows: September 2019 Reading with the Horses 22.05 Reading + bus cost October 2019 Building Things: Teachers Pets - Program \$14.75/student ACTUAL \$14.75 ea November 2019 Creating Color: Teachers Pets - Program \$13.50/student ACTUAL \$13.50 ea December 2019 Advent Church Tour (Bus only) December 2019 Polar Express Day - Supplies \$2.00/student

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

Project name: Field Trip 1L

Person responsible: Lazarenko, Caitlyn

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 1L.

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/Transportation fees as detailed: Sep/Dec Field Trip Fee \$60.88/Student for all 5 events listed below as follows: September 2019 Reading with the Horses 22.05 Reading + bus cost October 2019 Building Things: Teachers Pets - Program \$14.75/student November 2019 Creating Color: Teachers Pets - Program \$13.50/student December 2019 Advent Church Tour (Bus only) December 2019 Polar Express Day - Supplies \$2.00/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. Field Trip fee \$31.40 Sept/Dec 2019 as follows: John Janzen Nature Centre - Program \$8.48 and bus \$7.17 = \$15.65/student Teacher's Pet - \$15.75/student Actual 15.75 each
Surplus/Deficit Handling Plan:	Surplus will be used toward other classroom projects.
Project name:	Field Trip 3S
Person responsible:	Suddaby, Michelle
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 3S.
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. Oct. 29, 2018 - Smeltzer House Bus \$3.83 & Admission \$7.50 = \$11.33 Nov. 30/18 DiscoverE presentation coming to school 10:30 to 11:45 am = \$5.60 (actual is \$5.68 will leave as is) Dec. 20/18 - Ukrainian Village Program \$12.00 and bus \$5.85 = \$17.85 (Actual Program 12.18 & bus 9.97 = \$22.15) Mar. 21/19 - Sherwood Park Bowl bus \$2.00 & bowling \$7.00 = \$9.00 Actual \$6.77 & 2.05 = \$8.82 April 16/19 - Gallery 501 bus \$2.00 & program \$10.00 = \$12.00 Actual \$12.00
Surplus/Deficit Handling Plan:	Surplus will be used toward other classroom projects.
Project name:	Field Trip 3T
Person responsible:	Thompson, Kim
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 3T.
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 Field Trip Sept/Dec 2019 fee of \$17.33: December 2019 - Ukrainian Village - Admission & bus + \$17.33/student
Surplus/Deficit Handling Plan:	Surplus will be used toward other classroom projects.
Project name:	Field Trip 4LP
Person responsible:	Lindbeck, Shauna
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 4LP.
Revenue to collect:	A fee will be applied to the students' account in ACORN based on estimated

Items/Services to be purchased:	costs of planned field trip/events. Cost recovery for admission fees/transportation fees Sept/Dec fee of \$53.26 for the items below: Sept 2019 Camp VanEs - \$9.50 and bus \$4.50 = \$13.00 Hands on With the Green Routine - free Strathcona Envirostation - free October 2019 Strathcona Wilderness Centre \$18.61 and bus \$4.50 = \$23.11/student December 2019 Edm Waste Management Center \$5.50 and \$3.00 bus = \$8.50/student December 2019 Bowling \$7.00 and \$1.65 bus = \$8.65/student
Surplus/Deficit Handling Plan:	Surplus will be used toward other classroom projects.
Project name:	Field Trip 4P
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 4P.
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 - Sept/Dec fee \$53.26 for the following Sept 2019 Camp VanEs - \$9.50 and bus \$4.50 = \$13.00 Hands on With the Green Routine - free Strathcona Envirostation - free October 2019 Strathcona Wilderness Centre \$18.61 and bus \$4.50 = \$23.11/student December 2019 Edm Waste Management Center \$5.50 and \$3.00 bus = \$8.50/student December 2019 Bowling \$7.00 and \$1.65 bus = \$8.65/student
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 as determined by the School Administrators.
Revenue to collect:	Fees to parent in the SMORE Bend the Rules Day Oct 16, 2019 - Donate to Valeda House to Bend the Rules \$423.00 Bend the Rules Day Dec 6, 2019 - Donate to Valeda House \$475.30 Advent Christ Celebration OLPH December 13, 2019 - Donate to Valeda House \$663.75 Winter Wonderland Sleigh Ride BB/PREK/KINDER T/TH \$2.50, Grades 1-4 \$6.00 each Opera NUOVA May 14, 2020 - student cost to follow
Items/Services to be purchased:	
Surplus/Deficit Handling Plan:	Any balance will be carried forward to the next school year.
Project name:	Kindergarten
Person responsible:	Noel, Kathy
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. T/TH Class - Oct. 11/18 Edmonton Corn Maze - Bus \$7.00 & Admission \$7.00 = \$14.00 Actual Bus 7.19 Adm 7.00= 14.19 Actual M/W Class - Oct 12/18 Edmonton Corn Maze - Bus \$6.00 & Admission \$7.00 = \$13.00 M/W Class - Sept 28/18 I Am Unique -

Surplus/Deficit Handling Plan:	\$12.00 workshop fee Actual \$12.00 each T'TH Class - Sept 27/18 I Am Unique - \$13.00 workshop fee Actual \$13.72 each Both Classes Number Farm in school program Tuesday Feb 19th, 2019 - \$13.00 each - Actual \$13.38 each Deficit will be covered by school and surplus will be applied to future ECS field trips or activities.
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 March 15/19 - Fidget Days
Surplus/Deficit Handling Plan:	All funds collected will be donated to Chalice
Project name:	Message Pouch
Person responsible:	Roberts, Lori
Purpose and timelines:	A message pouch is used by students as a means to carry papers back and forth between home and school. This pouch is re-used by students yearly after initial purchase in Kindergarten.
Revenue to collect:	A fee paid by parents of children who receive a pouch.
Items/Services to be purchased:	Cost recovery of message pouch.
Surplus/Deficit Handling Plan:	Any surplus/deficit will be carried forward to the next year.
Project name:	Milk Program
Person responsible:	Roberts, Lori
Purpose and timelines:	Through note sent home, school website and weekly SMORE in Sept for all 4 quarters
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:	Funds are to be spent on needs in the school as determined by Administration. Deficit will be covered off by school - no surplus anticipated.
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: Sept/Dec 2019 Field Trip fee of \$43.34/student October 2019 - Prairie Gardens Actual 22.43 each November 2019 - Salto Gymnastics Actual 9.82 each December 2019 - Salisbury Greenhouse Actual 9.36 each
Surplus/Deficit	School will cover deficit, surplus will be used towards other Pre-K field trips

Handling Plan:

Project name: School Spirit Wear
Person responsible: Antoniuk, Karen
Purpose and timelines: Via a SMORE that is sent out regularly by the principal, Mrs. Antoniuk
Revenue to collect: Money is being collected for ordered Spirit Wear.
Items/Services to be purchased: Cost recovery only. Spirit wear actual costs as follows: T-Shirts \$14.51 each Youth Hoodies \$29.03 each Adult Hoodies \$33.85 each
Surplus/Deficit Handling Plan: Communication to stakeholders will be done via a parent letter or SMORE Cost recovery only - no surplus/deficit

Project name: Staff Coffee Fund
Person responsible: Jongerius, Maria
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 to next school year.

Project name: Swimming Lessons Grd 1 to 4
Person responsible: Lindbeck, Shauna
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. Red Cross Swim Lessons \$52.20 each and bus \$16.55 for 9 lessons = \$68.75
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: Lazaranko, Caitlyn
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 \$2.00 to participate in the run in the school field on Friday Sept 13th, 2019.
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: Hinger, Cathy
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. Cost is \$30.00 per student. School will pay \$15.00 per student and student will pay \$15.00
Surplus/Deficit Handling Plan:	Remaining funds would be returned to parents.