

# Project Plan Summary



## Madonna Catholic School

15 Main Boulevard  
Sherwood Park, AB  
T8A 3N3

**Phone:** 780-467-7972

**Fax:** 780-449-1035

**Principal:** Karen Antoniuk

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Project name:	3GField Trip - April - June
Person responsible:	Gauthier, Kim
Purpose and timelines:	The purpose of this project is to collect fees for students to participate in a grade 3 field trips and activities. A letter will be sent home with a detailed breakdown of activities and their associated costs. The activities included in this fee are: Telus World of Science and New Asian Village for an Indian food experience.
Revenue to collect:	The fee collected to the April to June field trips in the amount of \$23.00 for Telus World of Science and \$5.00 for New Asian Village food experience will be spent on a cost recovery basis and has been estimated based on the expected costs
Items/Services to be purchased:	Fess for this project could be used to pay for admission fees, transportation costs, enhanced supplies, educational presentation, or equipment replacement. Telus World of Science - estimated bus \$3.00, entry fee \$20.00 = \$23.00 approx New Asian Village - estimated fee \$5.00 approx
Surplus/Deficit Handling Plan:	After the activity is completed, any funds remaining in the amount of \$2.00 or more per student will be reimbursed to the student via a credit to the student account in PowerSchool. Any surplus amount of \$2.00 or less per student will be transferred to our Foster Child Sponsorship program to supplement our annual support payment. (other example may include: lunch program, students in need, social justice projects) If fees collected are not sufficient to cover the activity costs a "Field Trip Shortfall" fee may be added to your student's account to cover the deficit.

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Project name:	Apple Schools
Person responsible:	Phelan, Kristie
Purpose and timelines:	Request was sent to Apple School for support as Madonna Catholic School for healthy living promotion.
Revenue to collect:	APPLE Schools funding for 2020-2021 is \$980.00 deadline for reporting is June 20/21
Items/Services to be purchased:	Equipment for all students at Madonna Catholic School. Sports Factor color-coded outdoor recess equipment - 2-Toboggans for each class to use at recess Miscellaneous sports/ loose parts equipment as needed
Surplus/Deficit Handling Plan:	\$1000 dollar of funds will all be used.

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Project name:	Bend The Rules
Person responsible:	Gauthier, Kim
Purpose and timelines:	Information shared with parents on the weekly SMORE and information sent to teachers to share with students. See SMORE dated October 17, 2021 for

detailed information on Bend the Rules for Friday October 22, 2021. See SMORE dated December 12th, 2021 for detailed information on Bend the Rules for Thursday, December 16th, 2021. See SMORE dated February 13, 2022 for detailed information on Bend the Rules for Friday February 18, 2022.

Revenue to collect: Revenue from parent donations through PowerSchool form for Bending the Rules. Bend the Rules Friday October 22, 2021 --> \$319.00 donated to Sign of Hope CSS Bend the Rules December 16th, 2021 --> \$634.00 donated to Basket of Blessings Chalice Child Sponsorship February 18th, 2022 --> \$245.00 to add to balance carried forward of \$306.94 for Quanderly for total funds of \$551.94 for Chalice Child - Sponsorship of \$444.00 due yearly in March

Items/Services to be purchased: Not items or services to purchase for this event.

Surplus/Deficit Handling Plan: All revenue from Oct 22/21 Bend the Rules will be donated to various Catholic organizations. Oct. 22nd --> Lurana Shelter (Sign of Hope) \$319.00 donated November 1, 2021 Dec. 16th --> Laurana Shelter (Basket of Blessings) Feb. 18th --> Chalice Child Sponsorship any \$\$ left over will be carried forward for next year sponsorship of Chalice Child

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Project name: Field Trip 1F

Person responsible: Forslund, Kathy

Purpose and timelines: Grade level partners will explain the purpose of each field trip/project to their respective classes. It will be communicated to the parent through email and google classroom as well as a paper copy sent home in kanga pouches. It will explain how it relates to the curriculum and what students are currently learning in Grade One.

Revenue to collect: Fees paid by parents on powerschool.

Items/Services to be purchased: Field trip fees Oct 12, Nov. 29 --> Mindful movement \$7.14 Actual \$7.14 Nov. 5 --> teachers pet \$13.25 Actual \$13.25 Will be paid by parents in full.

Surplus/Deficit Handling Plan: Parents will pay before field trip. If there is a surplus it will be a credit on powerschool.

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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 Grade 1N. The purpose of this project is to collect fees for students to participate in Grade 1 field trips and activities. A letter will be sent home with a detailed breakdown of activities and their associated costs. The activities included in this fee are: 2 sessions of Mindful Movement and Tpet in school science workshop. The Gingerbread cookie decorating event will be on Dec. 17 and be communicated to parents in the December class newsletter. Also in the newsletter is notification of Christmas craft activity on Dec. 20. May 24 we will have an in-school Tpet workshop to build a wooden bee house. This will be a culminating activity for our Living Things science unit.

Revenue to collect: A fee will be applied to the students' account in ACORN based on estimated costs of planned field trip/events. The fee collected for the Sept to Dec field trips in the amount of \$6.82 (Mindful Movement) and \$13.25 (Tpet Science building workshop) will be spent on a cost recovery basis and has been estimated based on the expected costs. A fee for the Gingerbread cookie decorating of \$ 1.98 will be applied to student accounts. A fee for the Christmas crafts is \$2.15 will be applied to the student accounts. (Total \$4.13 for both) The fee for the wooden bee house project will be \$16.00/student and it will be applied to student accounts.

Items/Services to be purchased:	Cost Recovery: Student fees will cover costs of booked-in-school activities. Fees for this project could be used to pay for admission fees, transportation costs, enhanced supplies, educational presentations, or equipment replacement. Sept to Dec: Mindful Movement 2 sessions: Truth and Courage (\$6.82) Actual cost \$6.82 Tpet Science Building Workshop (\$13.25) Actual cost \$13.15 or \$10.00 for materials only if absent Gingerbread Cookie supplies - \$1.98 and Christmas Craft supplies - \$2.15 total \$4.13 per student May 24/22 Tpet Wooden Bee House building project est cost \$16.00
Surplus/Deficit Handling Plan:	After the activity is completed any funds remaining in the amount of \$2.00 or more per student will be reimbursed to the student via a credit to the student account in PowerSchool. Any surplus amount of \$2.00 or less per student will be transferred to our Foster Child Sponsorship program to supplement our annual support payment. (other examples: lunch program, students in need, social justice projects) If fees collected are not sufficient to cover the activity costs a "Field Trip Shortfall" fee may be added to your child's account to cover the project's deficit.
Project name:	Field Trip 2/3H
Person responsible:	Hunt, Kelsey
Purpose and timelines:	The purpose of this project is to collect fees for students to participate in Grade 2/3 field trips and activities. A letter will be sent home with a detailed breakdown of activities and their associated costs. The activities included in this Nov - Dec fee are: Ukrainian Cultural heritage Village Rizdvo and Wooden Nativity Scenes. The activities that are included in the January - June fee are: Telus World of Science.
Revenue to collect:	The fee collected for the Sept to Dec field trips in the amount of \$48.00 will be spent on a cost recovery basis and has been estimated based on the expected costs. The fee collected for the Sept to Dec field trips in the amount of \$31.00 will be spent on a cost recovery basis and has been estimated based on expected costs.
Items/Services to be purchased:	Fees for this project could be used to pay for educational presentations, transportation fees, and materials. Nov/Dec \$48.00: Nov. 24 - Ukrainian Cultural Heritage Village - Rizdvo Est. Entry 12.00, Bus \$13.10, Supervisor/Water \$0.90 = \$26.00 Actual Entry 11.97, Bus \$ 13.70, Supervisor/Water 0.00 = \$25.67 Dec. 6 - Wooden Nativity Scenes Est. \$22.00 Actual \$22.00 Total Actual Cost Sept to Dec Field Trip/Activities = \$47.67 Estimate of Field Trip Fees for January - June \$31.00: March 9 - Telus World of Science Est. Entry \$20.00, Bus \$11.00 = \$31.00 Act \$18.88 + \$10.02 = \$28.90 Adj Apr 26/22
Surplus/Deficit Handling Plan:	After the activity is completed any funds remaining for the student will be reimbursed to the student via a credit to the student account in PowerSchool. If fees collected are not sufficient to cover the activity costs a "Field Trip Shortfall" fee may be added to your students account to cover the project's deficit.
Project name:	Field Trip 2L
Person responsible:	LaRose, Stephanie
Purpose and timelines:	The purpose of this project is to collect fees for students to participate in Grade 2 field trips and activities. A letter will be sent home with a detailed breakdown of activities and their associated costs. The activities included in this fee are: Inuit connections presentation and Telus World of Science field trip.
Revenue to collect:	The fees collected for these field trips will be spent on a cost recovery basis and has been estimated based on the expected costs.

Items/Services to be purchased: Fees for this project could be used to pay for educational presentations. Inuit connections presentation \$7.14 - actual \$7.26 Telus World of Science field trip \$29.93 (\$19.08 field trip and \$10.85 busing).

Surplus/Deficit Handling Plan: After the activity is completed any surplus remaining will be reimbursed to the student via a credit to the student account in PowerSchool. Any deficit will be charged to the students to recover cost of event.

Project name: Field Trip 3G

Person responsible: Gauthier, Kim

Purpose and timelines: The purpose of this project is to collect fees for students to participate in a grade 3 field trips and activities. A letter will be sent home with a detailed breakdown of activities and their associated costs. The activity included in this fee are: The Ukrainian Cultural Center to participate in Ukrainian Pioneer Christmas.

Revenue to collect: The fee collected to the September to December field trips in the amount of \$24.00.00 will be spent on a cost recovery basis and has been estimated based on the expected costs.

Items/Services to be purchased: Fees for this project could be used to pay for admission fees, transportation costs, enhanced supplies, educational presentation, or equipment replacement. Ukrainian Cultural Center - estimated bus \$12.00, entry fee \$12.00, extra \$1.00 = \$25.00 approx

Surplus/Deficit Handling Plan: After the activity is completed, any funds remaining in the amount of \$2.00 or more per student will be reimbursed to the student via a credit to the student account in PowerSchool. Any surplus amount of \$2.00 or less per student will be transferred to our Foster Child Sponsorship program to supplement our annual support payment. (other example may include: lunch program, students in need, social justice projects) If fees collected are not sufficient to cover the activity costs a "Field Trip Shortfall" fee may be added to your student's account to cover the deficit.

Project name: Field Trip 4P

Person responsible: Phelan, Kristie

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. The purpose of this project is to collect fees for students to participate in Grade 4 field trips and activities. A letter will be sent home with a detailed breakdown of activities and their associated costs. The activities included in this fee are: Grade 4 Retreat to Camp Van Es, Fort Saskatchewan Heritage Precinct

Revenue to collect: A fee will be applied to the students' account in ACORN based on estimated costs of planned field trip/events. The fee collected for the Sept to Dec field trips in the amount of \$12.60(Fort Sask Heritage Precinct) and \$14.00 (Camp Van Es) will be spent on a cost recovery basis and has been estimated based on the expected costs. Actual \$16.64 & \$16.20

Items/Services to be purchased: Cost Recovery: Student fees will cover costs if booked field trips. Fees for this project could be used to pay for admission fees, transportation costs, enhanced supplies, educational presentations, or equipment replacement. Sept to Dec: Camp Van Es - Est \$14.00 (\$10.50 entry fee \$3.50 bussing) Fort Sask Heritage Precinct Oct 14th - Est \$12.60 (\$3.10 Bussing and \$9.50 entry fee) Jan - June 2022: Telus World Of Science April 21/22 - Est \$23.00 (\$20.00 entry and \$3.00 bussing) OLPH Lion King Play May 5/22 - Est \$3.00 each

Surplus/Deficit Handling Plan: After the activity is completed any funds remaining in the amount of \$2.00 or more per student will be reimbursed to the student via a credit to the student

account in PowerSchool. Any surplus amount of \$2.00 or less per student will be transferred to our Foster Child Sponsorship program to supplement our annual support payment. (other examples: lunch program, students in need, social justice projects) If fees collected are not sufficient to cover the activity costs a "Field Trip Shortfall" fee may be added to your students account to cover the project's deficit.

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Project name:	Full Day Kindergarten
Person responsible:	Roberts, Lori
Purpose and timelines:	The Kindergarten SMORE posted on the MCS website contains the following: To Register in Full Day Every Day Kindergarten .... you must register in one of the regular Kindergarten classes. 1. Kindergarten is full days 8:30 am to 3:15 pm NO FEE Monday, Wednesday, and designated Fridays 2. Kindergarten full days 8:30am - 3:15 pm NO FEE Tuesday, Thursday, and designated Fridays AND Download and fill out the Full Day Kindergarten Fee Commitment Form. Bring the completed form to the school with the initial non-refundable deposit of \$425. This deposit holds your spot and will be used for your September fees.
Revenue to collect:	Download and fill out the Full Day Kindergarten Fee Commitment Form. Bring or email the completed form to the school with the initial non-refundable deposit of \$425. This deposit holds your spot and will be used for your September fees.
Items/Services to be purchased:	Registration deposit of \$425.00 in Full Day Kindergarten with full fee being \$4,250.00 per year
Surplus/Deficit Handling Plan:	Deposits received will be used as payment for September 2022 Full Day Kindergarten monthly fee

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Project name:	Kindergarten Field Trips Fall
Person responsible:	Fortier, Megan
Purpose and timelines:	The purpose of this project is to collect fees for students to participate in Kindergarten field trips and activities. A letter will be sent home with a detailed breakdown of activities and their associated costs. The activities included in this fee are: Three session of Seven Sacred Teachings Mindful Movement and Fabulous Fall (Strathcona Wilderness Center).
Revenue to collect:	The fee collected for the Sept to Dec field trips in the amount of \$21.76 (MW) and \$20.57 (TTH) will be spent on a cost recovery basis and has been estimated based on the expected costs.
Items/Services to be purchased:	Fees for this project could be used to pay for presenter fees \$13.23 presenter fee for 3 Seven Sacred Teachings sessions (MW) \$8.53 presenter fee for the Fabulous Fall program (MW) \$12.51 presenter fee for 3 Seven Sacred Teachings sessions (TTH) \$8.06 presenter fee for the Fabulous Fall program (TTH)
Surplus/Deficit Handling Plan:	After the activity is completed any funds remaining in the amount of \$2.00 or more per student will be reimbursed to the student via a credit to the student account in PowerSchool. Any surplus amount of \$2.00 or less per student will be transferred to our Foster Child Sponsorship program to supplement our annual support payment. (other examples: lunch program, students in need, social justice projects) If fees collected are not sufficient to cover the activity costs a "Field Trip Shortfall" fee may be added to your students account to cover the project's deficit.

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Project name:	Kindergarten Field Trips Spring
Person responsible:	Fortier, Megan
Purpose and	The purpose of this project is to collect fees for students to participate in

timelines:	Kindergarten field trips and activities. A letter will be sent home with a detailed breakdown of activities and their associated costs. The activities included in this fee are: Seven Sacred Teachings Mindful Movement, Winter Wonderland and Spring Fever (Strathcona Wilderness Center), Broadmore Ecostation bus fee, and Teacher's Pet Bee house class.
Revenue to collect:	The fee collected for the Jan.-June field trips in the amount of \$42.39 (MW), \$33.86 (ZC), \$40.56 (TTH), and \$36.39 (DP ) will be spent on a cost recovery basis and has been estimated based on the expected costs.
Items/Services to be purchased:	Fees for this project could be used to pay for presenter fees or bus fees: MW: Winter Wonderland (not ZC)-\$8.53 Spring Fever- \$8.06 7 Sacred Teachings Mindful movement-\$4.41 Bus fee for Broadmore Ecostation- \$4.89 Teacher's Pet Bee House-\$16.50 TTH: Winter Wonderland-\$7.63 Spring Fever-\$7.63 7 Sacred Teachings Mindful Movement-\$4.17 (not DP) Bus fee for Ecostation Field Trip-\$4.63 Teacher's Pet Bee house-\$16.50
Surplus/Deficit Handling Plan:	After the activity is completed any funds remaining in the amount of \$2.00 or more per student will be reimbursed to the student via a credit to the student account in PowerSchool. Any surplus amount of \$2.00 or less per student will be transferred to our Foster Child Sponsorship program to supplement our annual support payment. (other examples: lunch program, students in need, social justice projects) If fees collected are not sufficient to cover the activity costs a "Field Trip Shortfall" fee may be added to your students account to cover the project's deficit.

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:	The fee collected for this project in the amount of \$12.00 will be spent on a cost recovery basis and has been estimated based on expected costs.
Items/Services to be purchased:	Fees for this project will be used to pay for purchase of message pouches.
Surplus/Deficit Handling Plan:	As this is a cost recovery fee, any unforeseen surplus/deficit will be transferred to the General School Account.

Project name:	Recorder
Person responsible:	Podoborozny, Kendra
Purpose and timelines:	A recorder is needed by students in grade 3 and 4 for music. A letter is sent home to parents of children needing to purchase a recorder advising parents of the cost.
Revenue to collect:	A cost recovery fee of \$9.65 to cover the cost of the recorder purchase will be charged to the parent on the students ACORN account and is pending for March 1, 2022.
Items/Services to be purchased:	The recorders will be purchased with the funds on a cost recovery basis.
Surplus/Deficit Handling Plan:	Surplus/deficit - If surplus of fees as a result, refunds will be credited to students account to reflect actual cost. If deficit, students will be charged the additional cost if school is unable to cover small balance.

Project name:	Staff Social Committee
Person responsible:	Pineau, Tracy
Purpose and	Email and staff meeting communication

timelines:

Revenue to collect: A voluntary donation by staff Nov. 5th \$30.00

Items/Services to be purchased: Gifts for staff, for major milestones or in time of need.

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

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Project name: Staff Sunshine for Student Families

Person responsible: Pineau, Tracy

Purpose and timelines: through email and staff meetings

Revenue to collect: Voluntary contribution from staff \$20 by Nov. 5th.

Items/Services to be purchased: For families in need items will vary: gifts cards, mass cards, food hampers, care pkgs etc.

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

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Project name: Swimming Lessons Grd 1 to 4

Person responsible: Phelan, Krisite

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 \$46.00 each and bus \$10.88 for 8 lessons = 56.88\$ In addition to this cost, the school council is paying 1534.80. for bussing. The purpose of this is to keep the cost of swimming lessons affordable. Actual payment from School Council to cover shortfall \$1,914.96.

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

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Project name: Year End Field Trip Edmonton Valley Zoo

Person responsible: Phelan, Kristie

Purpose and timelines: Parents will be notified via SMORE about the year end field trip for students in grade's 1 through 4 to the Edmonton Valley Zoo on June 28th, 2022.

Revenue to collect: Parents will be notified of the estimated cost (entrance and transportation) for each student to attend.

Items/Services to be purchased: Entrance to the Edmonton Valley Zoo and Transportation to the same

Surplus/Deficit Handling Plan: