Project Plan Summary

École Père Kenneth Kearns Catholic School
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Principal: Julie Lafrance-Coon

Project name:	ECS Field Trips & Class Activities ($ 195/student)
Person responsible:	Akkerman, Alisa
Purpose and timelines:	The purpose of this project is to generate funds for kindergarten class activities and fieldtrips. This will be communicated through an account statement sent to parents at the beginning of the year detailing all expenses. It will also be available on our website: epk.eics.ab.ca
Revenue to collect:	Fees charged to parents
Items/Services to be purchased:	Fieldtrips : fulldays to Prairie Gardens, Fort Edmonton Park, Jurassic Forest,Telus World of Science. Other fieldtrips: Skatingx2, Strathcona Care Centre, Save-on -Foods, Smeltzer house, Safety City, 4 cats Arts Studio, Strathcona Wilderness centre. Special Projects: KinderCooking, Christmas Gift to Parents, Sewing Projects, Santa visit, Mother's day Tea, Father's Day, Artist visit, Evidence of Learning portfolio and various classroom supplies. All class activities may not be limited to the above list. Additional activities may be added and therefore additional funds requested. This will be communicated via letter sent home to parents.
Surplus/Deficit Handling Plan:	All surplus monies will be spent on students (year-end celebration, extra school supplies and activities). This will be communicated via the school website: epk.eics.ab.ca

Project name:	Garden Club
Person responsible:	Auger, Loraine
Purpose and timelines:	The garden club will be working on growing plants which will include flowers and vegetables. The students will be going home with a 6" clay pot of flowers as well as a variety of vegetable seedlings depending on availability. There will be a letter going home to any of interested students explaining the projects that will be worked on during the year.
Revenue to collect:	The club will be asking for a small donation of 2.00 to help cover the cost of the activities.
Items/Services to be purchased:	6" clay pots and dirt. Also seeds for their projects.
Surplus/Deficit Handling Plan:	If any funds are left over, it will be used to purchase any other plants or seedlings that may be of interest to the students in the club.

Project name:	Grade 1 Field Trips and Class Activities ($163/student)
Person responsible:	Grade 1 Teachers
Purpose and timelines:	The purpose is the project is to generate funds for Grade 1 field trips connected to curriculum themes. This will be communicated to parents via an account statement sent out at the beginning of the year.
Revenue to collect:	Fees charged to parents. $163.00 in total

Items/Services to be purchased:	Class field trip fees and bussing costs... Clay hut, Creating Color in school field trip, Bridge Building in school field trip, Salisbury Greenhouse field trip, 5 Senses In School Field trip, Strathcona County Museum, My World in school fieldtrip and Edmonton Valley Zoo field trip.
Surplus/Deficit Handling Plan:	Any surplus may be used for, but not limited to, end of year picnic/party, gifts for students.
Project name:	Grade 2 Field Trips and class activities ($145.50/student)
Person responsible:	Emery, Carmen
Purpose and timelines:	"The purpose of this project is to generate funds for Grade 2 fieldtrips and enhancement class activities. This will be communicated to parents via an account statement sent out at the beginning of the year detailing all expenses as well as on our website: www.epk.eics.ab.ca under the link School Finances."
Revenue to collect:	Fees charged to parents.($134.50/student)
Items/Services to be purchased:	The fee will include but is not limited to : Parent's Christmas gifts , Mother's and Father's day , in-school fieldtrip Inuit presentation (Social Studies) , In-school fieldtrip: Boats and Buoyancy (science) (Students build and take home a boat.), in-school fieldtrip: Acadia (Social Studies) , Play (+bussing) , Strathcona Art Gallery (Art) Rosary bracelet (Religion month of May) , Year End fieldtrip (no bus)
Surplus/Deficit Handling Plan:	Depending on transportation fees for 2019-2020, additional funds may be requested at a later date for out-of-school fieldtrips. Any surplus at the end of the year may be put towards, but not limited to: cultural presentations, Religious momentos and/or Social Studies related crafts. Any deficit will be covered by the school budget, this will be communicated to stakeholders via our website: www.epk.eics.ab.ca under the link School Finances. Any surpluses will be spent on students during the yearend class celebration.
Project name:	Grade 3 Field Trips and Class Activities ($ 160.00/student
Person responsible:	Karin Amyotte
Purpose and timelines:	The purpose of this project is to generate funds for Grade 3 fieldtrips and enhancement class activities. This will be communicated to parents via an account statement sent out at the beginning of the year detailing all expenses.
Revenue to collect:	"$160.00 fees charged to parents as part of school fees "
Items/Services to be purchased:	Field trip admissions and bussing costs. Known trips are: teacher's pet , Mr.Caron , end of year movie . Art projects such as: Christmas gift for parents , Mother's Day , Father's Day. Others may be added depending on funds. Should additional field trips be added, a letter outlining the event as well as additional costs will be communicated to parents via a letter sent home
Surplus/Deficit Handling Plan:	Any surplus funds may be used for, but are not limited to, end of year party, gifts for students. Any deficit will be covered by school budget. This will be conveyed to parents on our website: www.epk.eics.ab.ca
Project name:	Grade 4 Field Trips and Class Activities ($160 Student)
Person responsible:	Rudkowsky, Alicia/ Pankewich, Colleen/ Tetrault, Angela
Purpose and timelines:	The purpose of this fee is to provide funds for Grade 4 field trips and class activities. Stakeholders will be informed of the fees via an account Statement at the beginning of the year. For field trips and class activities letters will be sent home in advance detailing the fees and their specific purpose.
Revenue to collect:	Fees charged to parents
Items/Services to be purchased:	Field Trips- Bennett Centre/Orienteering $19.00, Edmonton Waste $11.00, Teacher's Pet (Shadow & Light) $12.00, Father's Day gift $5.00, Mother's Day

	gift $5.00, Telus World of Science $17.00, Strathcona Wilderness Centre $17.00, swimming lessons $54.00, Millenium Place $ 8.00, Christmas gift $5.00, Camp Francophone TBA. These are all tentative field trips and prices until each one is booked and confirmed and then communicated via letters will be sent home. The following field trips may take place during the year, however, the dates are still unknown and payment will be collected on a later date. Edmonton Oil Kings($5.00), Skiing ($30 - $37), Mayor Walk/Run ($5.00), ABJ Play ($9.00)
Surplus/Deficit Handling Plan:	Any surplus will be used on the Grade four end of year celebration.

Project name:	Kanga Pouches ($10.50)
Person responsible:	Mella, Sarah
Purpose and timelines:	This project is for Kanga Pouches. This will be communicated via our website: www.epk.eics.ab.ca under the link School Finances. It will also be included for our ECS & new student and on account statements of Grades 1-4 only at the parents request.
Revenue to collect:	Fees paid by parents should they request a replacement or extra.
Items/Services to be purchased:	Kanga Pouches
Surplus/Deficit Handling Plan:	"Kanga Pouch excess will be used to purchase supplies and defecit will be covered by the school budget. This will be communicated to stakeholders via the ÉPK website: www.epk.eics.ab.ca under the link School Finances."

Project name:	Library Lost Books
Person responsible:	Corbin, Heather
Purpose and timelines:	This project is to generate funds for lost library books. This will be communicated to stakeholders via the ÉPK website: www.epk.eics.ab.ca under the link School Finances. An individual statement will also be sent home in the event that funds are owed.
Revenue to collect:	Money wil be collected from parents in the event that library books are lost.
Items/Services to be purchased:	Replacement books
Surplus/Deficit Handling Plan:	Any surplus wll be used on materials for the library, any deficit will be covered by the Library book budget. This will be communicated to stakeholders via the ÉPK website: www.epk.eics.ab.ca under the link School Finances.

Project name:	Pre Kindergarten Field Trip/ Classroom Activities
Person responsible:	Jean-Burns, Monique
Purpose and timelines:	The purpose of this project is to generate funds for pre-kindergarten class enhancement activities and fieldtrips. This will be communicated through an account statement sent to parents at the beginning of the year detailing all expenses. It will also be available on our website: epk.eics.ab.ca
Revenue to collect:	Fees charged to parents
Items/Services to be purchased:	Class field trip fees & classroom enhancement activities
Surplus/Deficit Handling Plan:	All surplus monies will be spent on students (year-end celebration, extra school supplies and activities). This will be communicated via the school website: epk.eics.ab.ca

Project name:	Recycling- Grade 4
Person responsible:	Alicia Rudkowsky

Purpose and timelines:	The purpose of this project is for the Grade Four students to collect the recycling in the school and then collect the money from it. This will be communicated via our website: www.epk.eics.ab.ca under the link School Finances.
Revenue to collect:	Recycling collected by students
Items/Services to be purchased:	Grade four gift, Camp Van Es Camp Francophone if possible, or alternate excursion (Year End French Celebration)
Surplus/Deficit Handling Plan:	Any surplus will be used on the Grade four end of year party and field trips, any deficit will be covered by the school budget. This will be communicated via our website: www.epk.eics.ab.ca under the link School Finances.

Project name:	Scholastic Income
Person responsible:	Corbin, Heather
Purpose and timelines:	This project is for income received from the scholastic bookfair. Stakeholders will be notified via the ÉPK website: www.epk.eics.ab.ca under the link School Finances.
Revenue to collect:	Purchases made by Parents, based on what is purchased from the book fair the library will get a certain number of free books.
Items/Services to be purchased:	Free books may be awarded to library depending on how much is sold at the book fair.
Surplus/Deficit Handling Plan:	Any surplus will be used to purchase library books or materials, any deficit will be covered by the library budget. This will be communicated to stakeholders via our website: www.epk.eics.ab.ca under the link School Finances.

Project name:	Stamping Club
Person responsible:	May, Marie
Purpose and timelines:	Materials Used for the Stamping Club
Revenue to collect:	5.00 per child from the parents
Items/Services to be purchased:	card stock, envelopes, stamping supplies, stickers
Surplus/Deficit Handling Plan:	The money will be used completely as we already use coupons for discounts to ensure that we are able to buy everything. Should there ever be a surplus, we would provide the students with extra things like stickers. Paper and envelopes are figured out exactly to the necessary amount.

Project name:	Terry Fox
Person responsible:	Grade 1 teachers
Purpose and timelines:	This project is for charitable donations given for the Terry Fox foundation as part of the "Toonie for Terry" run. This will be communicated via our website: www.epk.eics.ab.ca under the link School Finances.
Revenue to collect:	Donations made by staff/students/parents
Items/Services to be purchased:	A donation will be made to the Terry Fox Foundation
Surplus/Deficit Handling Plan:	The entire sum will be donated to the Terrry Fox foundation. There won't be a surplus or a deficit. This will be communicated to stakeholders via the ÉPK website: www.epk.eics.ab.ca under the link School Finances.