

# Project Plan Summary



**École Père Kenneth Kearns Catholic School**

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**Principal:** Alyre Morin

**Project name:** Agendas (\$8.00)

**Person responsible:** Mella, Sarah

**Purpose and timelines:** The purpose of this project is to provide agendas for all students in grades 1-4. This will be communicated to our stakeholders via the EPK website: [www.epk.eics.ab.ca](http://www.epk.eics.ab.ca) under the link School Finances, and also through an account statement at the beginning of the year.

**Revenue to collect:** Fees paid by Parents

**Items/Services to be purchased:** Agendas for all students

**Surplus/Deficit Handling Plan:** Agenda excess will be used for student supplies (art, faith, french) This will be communicated to stakeholders via the ÉPK website: [www.epk.eics.ab.ca](http://www.epk.eics.ab.ca) under the link School Finances.

**Project name:** ECS Field Trips & Class Activities (\$210 per activity)

**Person responsible:** Tremblay-Butz, Janelle

**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](http://epk.eics.ab.ca)

**Revenue to collect:** Fees \$210.00 charged to parents per activity.

**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:** After the activity is completed, any funds remaining in the amount of \$5.00 or more per student will be reimbursed to the student via a credit to the student account in PowerSchool. Any surplus funds in the amount of \$5.00 per student will be set aside for the purchase of equipment replacement, a new program vehicle/trailer, etc, until there are enough funds accumulated for the purchase to be made. All remaining funds over and above that accumulated amount will be credited back to the student account.) 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:** ECS Full Day M-F Tuition \$3500.00

Person responsible: Mella, Sarah

Purpose and timelines: The purpose of this program is to offer kindergarten students the opportunity to receive daily routine exposure and immersion in the French language and catholic environment in a Full Day Monday to Friday setting.

Revenue to collect: Tuition for this program in the amount of \$350.00/month will be collected through a PowerSchool payment plan

Items/Services to be purchased: The fee collected are used to provide staffing for for this optional program.

Surplus/Deficit Handling Plan: Any surplus accumulated in this project will be held to sustain the program in low enrollment years. Surplus funds may also be used to develop and advance the program.

Project name: Grade 1 Field Trips and Class Activities (\$128.00 per activity)

Person responsible: Grade 1 Teachers

Purpose and timelines: The purpose of this fee is to provide funds for Grade 1 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 \$128.00 charged to parents per activity.

Items/Services to be purchased: The fee will include but is not limited to: Creating Color in school field trip (\$12.50), Smeltzer House (\$6.50) Bridge Building in school field trip (\$6.50), Salisbury Greenhouse field trip (Admission + \$130 Bus), 5 Senses In School Field trip(\$12.50), My World In School Field Trip (\$12.50) Strathcona County Museum (\$5.00 + \$130 bus=\$6.50), Log cabin (\$16.50), Edmonton Valley Zoo field trip (\$14.00 + \$250 Bus = 16.50), Arbor Day (Admission + \$130 Bus), Year End Movie at Cineplex

Surplus/Deficit Handling Plan: After the activity is completed, any funds remaining in the amount of \$5.00 or more per student will be reimbursed to the student via a credit to the student account in PowerSchool. Any surplus funds in the amount of \$4.99 or less per student will be set aside for the purchase of equipment replacement, a new program resources, etc, until there are enough funds accumulated for the purchase to be made. All remaining funds over and above that accumulated amount will be credited back to the student account.) 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: Grade 2 Field Trips and class activities (\$130.00 per activity)

Person responsible: Auger, Loraine

Purpose and timelines: The purpose of this fee is to provide funds for Grade 2 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 \$130.00 charged to parents per activity.

Items/Services to be purchased: The fee will include but is not limited to : Parent's Christmas gifts \$6 , Mother's and Father's day \$20 , in-school fieldtrip Inuit presentation (Social Studies) , In-school fieldtrip: Boats and Buoyancy \$15.00 (science) (Students build and take home a boat.), in-school fieldtrip: Acadia \$15.00 (Social Studies) , Play (+bussing) , Strathcona Art Gallery (Art), Rosary bracelet (Religion month of May), Swimming Lessons with bussing \$70.00, Year End fieldtrip (no bus) Prices listed are based off the 19-20 school year are subject to increase given inflation post pandemic.

Surplus/Deficit Handling Plan: After the activity is completed, any funds remaining in the amount of \$5.00 or more per student will be reimbursed to the student via a credit to the student account in PowerSchool. Any surplus funds in the amount of \$4.99 or less per student will be set aside for the purchase of equipment replacement, a new program vehicle/trailer, etc, until there are enough funds accumulated for the purchase to be made. All remaining funds over and above that accumulated amount will be credited back to the student account.) 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: Grade 3 Field Trips and Class Activities (\$166.00 per activity)

Person responsible: Grade 3 Teachers

Purpose and timelines: The purpose of this fee is to provide funds for Grade 3 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 \$166.00 charged to parents per activity.

Items/Services to be purchased: Field trip admissions and bussing costs. Known trips are: St. Albert Art Gallery \$20.00 , Teacher's pet \$15.00 , Swimming Lessons \$70.00 , Mr. Caron , end of year movie . Art projects such as: Christmas gift for parents \$6.00, Mother's Day \$5.00 Father's Day \$5.00. 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. Prices listed are based off the 21-22 school year are subject to increase given inflation post pandemic.

Surplus/Deficit Handling Plan: After the activity is completed, any funds remaining in the amount of \$5.00 or more per student will be reimbursed to the student via a credit to the student account in PowerSchool. Any surplus funds in the amount of \$4.99 or less per student will be set aside for the purchase of equipment replacement, a new program vehicle/trailer, etc, until there are enough funds accumulated for the purchase to be made. All remaining funds over and above that accumulated amount will be credited back to the student account.) 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: Grade 4 Field Trips and Class Activities (\$156.00 per activity)

Person responsible: Grade 4 Teachers

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: Fee of \$156.00 charged to parents per activity

Items/Services to be purchased: The fee will include but is not limited to :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 \$70.00, Millenium Place \$ 8.00, Christmas gift \$5.00, Camp Francophone TBA. Edmonton Oil Kings(\$5.00), Skiing (\$30 - \$37 fee will be separate), Mayor Walk/Run (\$5.00), ABJ Play (\$9.00)

Surplus/Deficit Handling Plan: After the activity is completed, any funds remaining in the amount of \$5.00 or more per student will be reimbursed to the student via a credit to the student account in PowerSchool. Any surplus funds in the amount of \$4.99 or less per student will be set aside for the purchase of equipment replacement, a new

program vehicle/trailer, etc, until there are enough funds accumulated for the purchase to be made. All remaining funds over and above that accumulated amount will be credited back to the student account.) 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:** Kanga Pouches (\$12.00)  
**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](http://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](http://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](http://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 will 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 will 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](http://www.epk.eics.ab.ca) under the link School Finances.

**Project name:** Noon Hour Supervision (\$36.00 per student)  
**Person responsible:** Mella, Sarah  
**Purpose and timelines:** The purpose of this project is to collect fees for students to participate in Noon Hour Supervision. Parents have been made aware of this fee in Parent Council meetings and on the Fee Schedule.  
**Revenue to collect:** The fee collected for this project in the amount of \$36.00 will be spent on a cost recovery basis and has been estimated based on the expected costs. TTH kindergarten students will be charge 50% of said cost.  
**Items/Services to be purchased:** Fees for this project could be used to pay for the cost of noon hour supervisors.  
**Surplus/Deficit Handling Plan:** At the end of the school year, or beginning of the following school year, any funds remaining will be reimbursed to the student via a credit to the student account in PowerSchool. Any deficits will be covered by the school budget.

**Project name:** Recycling- Grade 4  
**Person responsible:** Carmen Emery  
**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](http://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](http://www.epk.eics.ab.ca) under the link School Finances.

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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](http://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](http://www.epk.eics.ab.ca) under the link School Finances.

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Project name: Swimming Lessons

Person responsible: Letourneau, Jesse

Purpose and timelines: The purpose of this project is to collect fees for students to participate in Grade 2-4 Swimming Lessons. Additional communication will be sent home via spring newsletter.

Revenue to collect: The fee collected for this project in the amount of \$70.00 will be spent on a cost recovery basis and has been estimated based on the expected costs.

Items/Services to be purchased: Cost of lessons (\$46.00) + Transportation (\$24.00) Based on the previous years expense. Fees for this project could be used to pay for admission & lessons at the County swimming pool and bus transportation.

Surplus/Deficit Handling Plan: Any surplus accumulated in this project will be held to sustain the program in low enrollment years. Surplus funds may also be used to develop and advance the program. If fees collected are not sufficient to cover the activity costs a "Swimming Shortfall" fee may be added to your students account to cover the project's deficit.

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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](http://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 Terry 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](http://www.epk.eics.ab.ca) under the link School Finances.