

Project Plan Summary



École Père Kenneth Kearns Catholic School
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Principal: Alyre Morin

Project name:	Agendas (\$8.00)
Person responsible:	Gaudet, Amanda
Revenue Model:	Funds collected in this project are generated from student fees, as described below: The fee collected for this project will be spent on a cost recovery basis and has been estimated based on the expected costs. There will be a \$8.00 fee collected for this project.
Purpose:	<i>Student Fee</i> The purpose of this project is to collect fees for students to participate in communicating homework and school messages. A detailed breakdown of the project and its associated costs can be provided to parents as requested. All approved fee maximums are available on the school website. <i>Donation/Fundraising/Other</i>
Items/Services to be purchased:	<i>Fees for this project may be used towards the following:</i> <ul style="list-style-type: none">• Enhanced supplies
Surplus/Deficit Handling Plan:	<i>Plan for handling unspent fees collected from students:</i> After the project is completed, any unplanned surplus over \$10.00/student will be credited back to the student account. Any unplanned surplus of \$10.00/student or less will be transferred to the school's general account to be spent on other student-related activities. Unplanned deficits will be covered by funds from the school's general account.

Project name:	ECS Field Trips
Person responsible:	Tremblay-Butz, Janelle
Revenue Model:	Funds collected in this project are generated from student fees, as described below: The fee collected for this project will be spent on a cost recovery basis and has been estimated based on the expected costs. There will be a \$210 fee collected for this project.
Purpose:	<i>Student Fee</i> 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 <i>Donation/Fundraising/Other</i>

Items/Services to be purchased: *Fees for this project may be used towards the following:*

- 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

Surplus/Deficit Handling Plan: *Plan for handling unspent fees collected from students:*
After the project is completed, any unplanned surplus over \$10.00/student will be credited back to the student account. Any unplanned surplus of \$10.00/student or less will be transferred to the school's general account to be spent on other student-related activities. Unplanned deficits will be covered by funds from the school's general account.

Project name: **ECS Full Day M-F Tuition (\$3825.00)**

Person responsible: Gaudet, Amanda

Revenue Model: Funds collected in this project are generated from student fees, as described below:
The fee collected for this project will be spent on a cost recovery basis and has been estimated based on the expected costs. There will be a \$3825 fee collected for this project.

Purpose: *Student Fee*
The purpose of this project is to collect fees for students to participate in full day kindergarten. A detailed breakdown of the project and its associated costs can be provided to parents as requested. All approved fee maximums are available on the school website.
Donation/Fundraising/Other

Items/Services to be purchased: *Fees for this project may be used towards the following:*

- Admission Fees

Surplus/Deficit Handling Plan: *Plan for handling unspent fees collected from students:*
After the project is completed, any unplanned surplus over \$10.00/student will be credited back to the student account. Any unplanned surplus of \$10.00/student or less will be transferred to the school's general account to be spent on other student-related activities. Unplanned deficits will be covered by funds from the school's general account.

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

Person responsible: Grade 1 Teachers

Revenue Model: Funds collected in this project are generated from student fees, as described below:
The fee collected for this project will be spent on a cost recovery basis and has been estimated based on the expected costs. There will be a \$163 fee collected for this project.

Purpose: *Student Fee*
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.
Donation/Fundraising/Other

Items/Services to be purchased: *Fees for this project may be used towards the following:*

- 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.

Surplus/Deficit Handling Plan: *Plan for handling unspent fees collected from students:*

After the project is completed, any unplanned surplus over \$10.00/student will be credited back to the student account. Any unplanned surplus of \$10.00/student or less will be transferred to the school's general account to be spent on other student-related activities. Unplanned deficits will be covered by funds from the school's general account.

Project name: **Grade 2 Field Trips and class activities (\$160.00 per activity)**

Person responsible: Auger, Loraine

Revenue Model: Funds collected in this project are generated from student fees, as described below:
The fee collected for this project will be spent on a cost recovery basis and has been estimated based on the expected costs. There will be a \$160 fee collected for this project.

Purpose: *Student Fee*
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.
Donation/Fundraising/Other

Items/Services to be purchased: *Fees for this project may be used towards the following:*

- 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.

Surplus/Deficit Handling Plan: *Plan for handling unspent fees collected from students:*

After the project is completed, any unplanned surplus over \$10.00/student will be credited back to the student account. Any unplanned surplus of \$10.00/student or less will be transferred to the school's general account to be spent on other student-related activities. Unplanned deficits will be covered by funds from the school's general account.

Project name: **Grade 3 Field Trips and Class Activities (\$176.00 per activity)**

Person responsible: Grade 3 Teachers

Revenue Model: Funds collected in this project are generated from student fees, as described below:
The fee collected for this project will be spent on a cost recovery basis and has been estimated based on the expected costs. There will be a \$176 fee collected for this project.

Purpose: *Student Fee*
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.

Donation/Fundraising/Other

Items/Services to be purchased:

Fees for this project may be used towards the following:

- 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.

Surplus/Deficit Handling Plan:

Plan for handling unspent fees collected from students:

After the project is completed, any unplanned surplus over \$10.00/student will be credited back to the student account. Any unplanned surplus of \$10.00/student or less will be transferred to the school's general account to be spent on other student-related activities. Unplanned deficits will be covered by funds from the school's general account.

Project name: **Grade 4 Field Trips and Class Activities (\$176.00 per activity)**

Person responsible:

Grade 4 Teachers

Revenue Model:

Funds collected in this project are generated from student fees, as described below:

The fee collected for this project will be spent on a cost recovery basis and has been estimated based on the expected costs. There will be a \$176 fee collected for this project.

Purpose:

Student Fee

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.

Donation/Fundraising/Other

Items/Services to be purchased:

Fees for this project may be used towards the following:

- 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.

Surplus/Deficit Handling Plan:

Plan for handling unspent fees collected from students:

After the project is completed, any unplanned surplus over \$10.00/student will be credited back to the student account. Any unplanned surplus of \$10.00/student or less will be transferred to the school's general account to be spent on other student-related activities. Unplanned deficits will be covered by funds from the school's general account.

Project name: **Kanga Pouches (\$12.00)**

Person responsible:

Gaudet, Amanda

Revenue Model:

Funds collected in this project are generated from student fees, as described below:

The fee collected for this project will be spent on a cost recovery basis and has been estimated based on the expected costs. There will be a \$12.00 fee collected for this project.

Purpose: *Student Fee*
The purpose of this project is to collect fees for students to participate in transportation of important information to and from school. A detailed breakdown of the project and its associated costs can be provided to parents as requested. All approved fee maximums are available on the school website.
Donation/Fundraising/Other

Items/Services to be purchased: *Fees for this project may be used towards the following:*
• Enhanced supplies

Surplus/Deficit Handling Plan: *Plan for handling unspent fees collected from students:*
After the project is completed, any unplanned surplus over \$10.00/student will be credited back to the student account. Any unplanned surplus of \$10.00/student or less will be transferred to the school's general account to be spent on other student-related activities. Unplanned deficits will be covered by funds from the school's general account.

Project name: **Library Lost Books**

Person responsible: Corbin, Heather

Revenue Model: Funds collected in this project are generated from student fees, as described below:
The fee collected for this project will be spent on a cost recovery basis and has been estimated based on the expected costs. There will be a fee collected for this project based on cost recovery.

Purpose: *Student Fee*
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.
Donation/Fundraising/Other

Items/Services to be purchased: *Fees for this project may be used towards the following:*
• 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.

Surplus/Deficit Handling Plan: *Plan for handling unspent fees collected from students:*
After the project is completed, any unplanned surplus over \$10.00/student will be credited back to the student account. Any unplanned surplus of \$10.00/student or less will be transferred to the school's general account to be spent on other student-related activities. Unplanned deficits will be covered by funds from the school's general account.

Project name: **Noon Hour Supervision (\$45.00 per student)**

Person responsible: Gaudet, Amanda

Revenue Model: Funds collected in this project are generated from student fees, as described below:
The fee collected for this project will be spent on a cost recovery basis and has been estimated based on the expected costs. There will be a \$45 fee collected for this project.

Purpose: *Student Fee*
The purpose of this project is to collect fees for students to participate in noon hour recess and lunch supervision. A detailed breakdown of the project and its associated costs can be provided to parents as requested. All approved fee maximums are available on the school website.
Donation/Fundraising/Other

Items/Services to be purchased: *Fees for this project may be used towards the following:*
• Noon hour supervision

Surplus/Deficit Handling Plan: *Plan for handling unspent fees collected from students:*
After the project is completed, any unplanned surplus over \$10.00/student will be credited back to the student account. Any unplanned surplus of \$10.00/student or less will be transferred to the school's general account to be spent on other student-related activities. Unplanned deficits will be covered by funds from the school's general account.

Project name: **Scholastic Income**

Person responsible: Corbin, Heather

Revenue Model: Funds collected in this project are generated from student fees, as described below:
The fee collected for this project will be spent on a cost recovery basis and has been estimated based on the expected costs. There will be a fee collected for this project based on material purchased.

Purpose: *Student Fee*
The purpose of this project is to collect fees for students to participate in reading. A detailed breakdown of the project and its associated costs can be provided to parents as requested. All approved fee maximums are available on the school website.
Donation/Fundraising/Other

Items/Services to be purchased: *Fees for this project may be used towards the following:*
• Non-curricular goods

Surplus/Deficit Handling Plan: *Plan for handling unspent fees collected from students:*
After the project is completed, any unplanned surplus over \$10.00/student will be credited back to the student account. Any unplanned surplus of \$10.00/student or less will be transferred to the school's general account to be spent on other student-related activities. Unplanned deficits will be covered by funds from the school's general account.

Project name: **Swimming Lessons**

Person responsible: Letourneau, Jesse

Revenue Model: Funds collected in this project are generated from student fees, as described below:
The fee collected for this project will be spent on a cost recovery basis and has been estimated based on the expected costs. There will be a \$70.00 fee collected for this project.

Purpose: *Student Fee*
The purpose of this project is to collect fees for students to participate in swimming lessons. A detailed breakdown of the project and its associated costs

can be provided to parents as requested. All approved fee maximums are available on the school website.

Donation/Fundraising/Other

Items/Services to be purchased:

Fees for this project may be used towards the following:

- Swimming lessons

Surplus/Deficit Handling Plan:

Plan for handling unspent fees collected from students:

After the project is completed, any unplanned surplus over \$10.00/student will be credited back to the student account. Any unplanned surplus of \$10.00/student or less will be transferred to the school's general account to be spent on other student-related activities. Unplanned deficits will be covered by funds from the school's general account.

Project name:

Terry Fox

Person responsible:

Gaudet, Amanda

Revenue Model:

Funds collected in this project are generated from donation, fundraising or other revenue sources.

Purpose:

Items/Services to be purchased:

Fees for this project may be used towards the following:

- Terry Fox

Surplus/Deficit Handling Plan:

Plan for handling unspent donations, fundraising, or other revenue received:

At the end of the year, any unspent funds will remain in the project and be carried forward for future use.