

Project Plan Summary



St. Luke Catholic School
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Principal: Mr. Rae Molzan

Project name: Club Moo
Person responsible: Rumley, Paula
Purpose and timelines: Club Moo runs throughout the year. Participation is voluntary. Students purchase punch cards which they can then redeem for milk at lunch time.
Revenue to collect: The cost of the punch card is \$20 and each punch card is valid for 25 milk (237mL), either white or chocolate.
Items/Services to be purchased: Milk is purchased.
Surplus/Deficit Handling Plan: Any surplus is directed to student activities such as Healthy Activity Day, last day of school prior to Christmas Holidays. The funds are used to offset the costs associated with the days activities; ie transportation to and from Millenium Place and admission to venues. No fees are assessed to students for this day's activities.

Project name: ECS Field Trips
Person responsible: Ford, Christy and Helgeson-Laframboise, Shelby
Purpose and timelines: This project will cover all "in school" and "off Campus" field trips taken during the school year. Parents will be informed via letter for each trip.
Revenue to collect: Each kindergarten students is charged a \$324.50 fee.
Items/Services to be purchased: Funding is used for; Field trips; both 'in school' and 'off campus' Field Trips and their associated entrance fees, transportation for field trips, and special projects (Mother's Day tea, Father's Day picnic)
Surplus/Deficit Handling Plan: If there is any surplus funds, they will be put back into the Kindergarten program to provide further opportunities for kindergarten students.

Project name: Grade 1 Field Trips
Person responsible: Odiobala, Erica
Purpose and timelines: The project will cover all "In school" and "Off Campus" field trips undertaken during the school year. Parents will be informed via letter for each field rip.
Revenue to collect: Cost per Grade 1 student is \$144.50 per year. Field trips are on a cost recovery basis only. Parent/Guardians will only be assessed fees to cover costs associated directly with the field trip etc. transportation costs, admission, materials, etc
Items/Services to be purchased: Transportation costs are divided equally amongst all students going on the trip. Therefore, students who paid for the field trip and are absent the day of the trip will be reimbursed all of the fees except the transportation costs. Admission and material fees will be reimbursed where venues/presenters do not charge the school for the absence of the student.
Surplus/Deficit Handling Plan: As field trips are on a cost recovery basis only, there should not be a surplus. Should one occur, the funds will go towards a year end Field Trip.

Project name: Grade 2 Field Trips
Person responsible: Michaud, Robyn and Viegas-Fleck, Michelle
Purpose and timelines: This project will cover all "In school" and "Off Campus" field trips undertaken during the school year. Parents will be informed via letter for each field trip.
Revenue to collect: The cost is \$162.50 per Grade 2 student. Field trips are on a cost recovery basis only. Parent/Guardians will only be assessed for fees to cover costs associated directly with the field trip ie. transportation costs, admission, materials, etc
Items/Services to be purchased: Transportation costs are divided equally amongst all students going on the trip. Therefore, students who paid for the field trip and are absent the day of trip, will be reimbursed all of the fees except for the transportation costs. Admission and material fees will be reimbursed where venues/presenters do not charge the school for the absent student.
Surplus/Deficit Handling Plan: As field trips are on a cost recovery basis only, there should not be a surplus. Should one occur, the funds will go towards a year end Field Trip

Project name: Grade 3 Field Trips
Person responsible: Kroeker, Andrea
Purpose and timelines: The project will cover all "In school" and "Off Campus" field trips undertaken during the school year. Parents will be informed via letter for each Field Trip.
Revenue to collect: \$162.50 per Grade 3 student. Field trips are on a cost recovery basis only. Parents/Guardians will only be assessed fees to cover costs associated directly with the field trips ie. transportation costs, admission, material, etc
Items/Services to be purchased: Transportation costs are divided equally amongst all students going on the trip. Therefore, students who paid for the field trip and are absent the day of trip will be reimbursed all of the fees paid except for the transportation costs. Admission and material fees will be reimbursed where venues/presenters do not charge the school for the absent student.
Surplus/Deficit Handling Plan: As field trips are on a cost recovery basis only, there should not be a surplus. Should one occur, the funds will go towards a year end Field Trip.

Project name: Grade 4 Field Trips
Person responsible: Laurin, Brandy
Purpose and timelines: This project will cover all "In school" and "Off Campus" field trips undertaken during the school year. Parents will be informed via letter for each field trip.
Revenue to collect: \$146.50 will be charged per Grade 4 student. Field trips are on a cost recovery basis only. Parents/Guardians will only be assessed fees to cover costs associated directly with the field trips eg. transportation costs, admission, materials, etc.
Items/Services to be purchased: Transportation costs are divided equally amongst all students going on the trip. Therefore, students who paid for the field trip and are absent the day of trip will be reimbursed all of the fees paid except the transportation costs. Admission and material fees will be reimbursed where venues/presenters do not charge the school for the absent student.
Surplus/Deficit Handling Plan: As field trips are on a cost recovery basis only, there should not be a surplus. Should one occur, the funds will go towards a year end Field Trip.

Project name: Grade 5 Field Trips
Person responsible: Driedger, Brant
Purpose and timelines: This project will cover all "In School" and "Off Campus" field trips undertaken during the school year. Parents will be informed via letter for each field trip.
Revenue to collect: \$180.50 will be charged for each Grade 5 student. Field Trips are on a cost

recovery basis only. Parents/Guardians will only be assessed fees to cover costs associated directly with the field trip ie. transportation costs, admission, materials, etc

Items/Services to be purchased:

Transportation costs are divided equally amongst all students going on the trip. Therefore, students who paid for the field trip and are absent the day of trip will be reimbursed all of the fees paid except the transportation costs. Admission and material fees will be reimbursed where venues/presenters do not charge the school for the absent student.

Surplus/Deficit Handling Plan:

As field trips are on a cost recovery basis only, there should not be a surplus. Should one occur, the funds will go towards a year end Field Trip.

Project name:

Grade 5-8 Options

Person responsible:

Molzan, Rae

Purpose and timelines:

The information will be provided to parents in the option course description.

Revenue to collect:

Maker Space Options available for the first semester are selected from : Do-It-Yourself, Construction and Leadership. Options for second semester are:Robotics, Advanced Art, and Drama.The list of Option classes is created by the teachers with the students. Each student from Grades 5-8 will be charged \$50.00 per semester (\$100 for the full year).

Items/Services to be purchased:

The fees collected are used to pay for the consumable material used, field trips taken, replacement of broken/lost robotic parts, etc.

Surplus/Deficit Handling Plan:

Deficit will occur if not all students pay their fees. There should not be a surplus, however if one should occur, it will be carried forward to the next year to offset the option costs for next year.

Project name:

Grade 6 Field Trips

Person responsible:

Evans, Leanne

Purpose and timelines:

This project will cover all "In School" and "Off Campus" field trips undertaken during the school year. Parents will be informed via letter for each field trip.

Revenue to collect:

\$180.50 will be charged to each Grade 6 student. Field trips are on a cost recover basis only. Parents/Guardians will only be assessed fees to cover costs associated directly with the field trips ie. transportation costs, admission, materials, etc.

Items/Services to be purchased:

Transportation costs are divided amongst all students going on the trip. Therefore, students who paid for the trip and are absent the day of trip will be reimbursed all of the fees paid except the transportation costs. Admission and material fees will be reimbursed where venues/presenters do not charge the school for the absent student.

Surplus/Deficit Handling Plan:

As field trips are on a cost recovery basis only, there should not be a surplus. Should one occur, the funds will go towards a year end field trip.

Project name:

Grade 7/8 Field Trips

Person responsible:

Shindell, Carianne

Purpose and timelines:

This project will cover all "In School" and "Off Campus" field trips undertaken during the school year. Parents will be informed via letter for each field trip.

Revenue to collect:

\$97.50 fee to be charged to each Grade 7 and Grade 8 student. Field trips are on a cost recovery basis only. Parents/Guardians will only be assessed fees to cover costs associated directly with the field trip ie. transportation costs, admission, materials, etc

Items/Services to be purchased:

Transportation costs are divided equally amongst all students going on the trip. Therefore, students who paid for the field trip and are absent the day of trip will

be reimbursed all of the fees except the transportation costs. Admission and material fees will be reimbursed where venues/presenters do not charge the school for the absent student.

Surplus/Deficit Handling Plan: As field trips are on a cost recovery basis only, there should not be a surplus. Should one occur, the funds will go towards a year end field trip.

Project name: Grade 7/8 Outdoor Ed/Foods Option

Person responsible: Shindell, Carianne

Purpose and timelines: The information will be provided to parents in the option course description.

Revenue to collect: \$100.00 for each Grade 7 and Grade 8 student.

Items/Services to be purchased: Food preparation supplies, field trips associated with the options, costs of presenters/programs with the Outdoor Ed program. The year end camping trip, if there is one, will be optional to attend and costs for that are not covered by the fees.

Surplus/Deficit Handling Plan: Any surplus will be put back into the activities associated with these two options.

Project name: Hallway Lock for lockers

Person responsible: Johnson, Zena

Purpose and timelines: Very few students choose to use a lock on their hallway locker. For those who do, the fee is assessed once. The lock becomes the property of the student and they may use it in subsequent years. The only time a student would be assessed the fee again would be in the case of a lock.

Revenue to collect: \$5.00 per lock

Items/Services to be purchased: Hallway locker combination locks. (The fee is less than the replacement cost of the lock. The inventory of locks at the school is high and the fee reflects the cost when the locks were purchased. There is no need to charge replacement costs until the inventory is used up.)

Surplus/Deficit Handling Plan: Any surplus will be put into recovering the cost associated with purchasing the locks.