

Project Plan Summary



St. Luke Catholic School

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Principal: Cathy Hinger

Project name:	Cultural Fee
Person responsible:	Hinger, Cathy
Purpose and timelines:	This project will cover cost for artist in Residence-Rooney & Punyi
Revenue to collect:	A fee of \$10.50 will be charged for each student. The fee is on a cost recovery basis.
Items/Services to be purchased:	Artist in Residence- Rooney & Punyi to come to school October 13th to October 23rd
Surplus/Deficit Handling Plan:	Any surplus will be used for an activity day at the end of the year.
Project name:	Donations for Students in Need
Person responsible:	Hinger, Cathy
Purpose and timelines:	This project plan provides families who are in need with financial support.
Revenue to collect:	Families are asked to donate a nominal fee to help families in financial need.
Items/Services to be purchased:	The funds will be used to pay for student field trips, classroom field trips, and enhanced option fees for students in need.
Surplus/Deficit Handling Plan:	In the event of a surplus the funds will be rolled over to support future families in need.
Project name:	ECS Field Trips
Person responsible:	Dexter, Susan
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:	\$55.00 will be charged for each Prek/Kindergarten student. 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:	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 used at the end of the school year.
Project name:	Grade 1 Field Trips
Person responsible:	Suddaby, Michelle
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: \$60.00 will be charged for each Grade 1 student. 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 among 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 fees possible 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 activity.

Project name: Grade 2 Field Trips

Person responsible: Odiobala, Erica

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 \$60.00 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 among 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 activity.

Project name: Grade 2/3 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: \$82.00 per Grade 2/3 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 i.e.. 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 activity.

Project name: Grade 4 Field Trips

Person responsible: Hayden, Donna

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: \$128.00 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 activity.

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: \$10 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 among 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 activity.

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: \$10.00 will be charged to each Grade 6 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, 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 activity.

Project name: Grade 7 Field Trips

Person responsible: Damur, Melissa

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: \$10.00 fee to be charged to each Grade 7 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 As field trips are on a cost recovery basis only, there should not be a surplus.

Handling Plan:	Should one occur, the funds will go towards a year end activity.
Project name:	Grade 8 Field Trips
Person responsible:	Damur, Melissa
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 all field trips.
Revenue to collect:	\$10 fee to be charged to each 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 among all students going on the trip. Therefore students who paid for the field trip and are absent the day of the trip will 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 activity.
Project name:	JH Art
Person responsible:	Evans,Leanne
Purpose and timelines:	Grades 5, 6, 7 and 8 students have letters sent home where they can choose their option.
Revenue to collect:	Students are charged \$10.00 at the beginning of the year.
Items/Services to be purchased:	The fees collected are used to pay for the consumable material used and replacement materials.
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 any replacement costs.
Project name:	Playground Equipment Replacement
Person responsible:	Rumley, Paula
Purpose and timelines:	Funds are being raise to cover the cost of the Replacement of our school playground equipment.
Revenue to collect:	Donations and fundraisers raised by our School council or Grants
Items/Services to be purchased:	A new playground equipment.
Surplus/Deficit Handling Plan:	Extract monies will allow for additional items for the playground area. (picnic tables, benches and landscaping.)
Project name:	Pre-Kindergarten
Person responsible:	Rumley, Paula
Purpose and timelines:	Program information is shared with parents before beginning the program.
Revenue to collect:	Families are charge \$2000 for the school year which can be paid in monthly installments.
Items/Services to be purchased:	The funds will cover the cost of resources needed and possibly an educational assistant within the classroom.
Surplus/Deficit Handling Plan:	All funds will be used within the school year to support the students.
Project name:	Tech Leasing Fee
Person responsible:	Rumley, Paula

Purpose and timelines:	Cost of tech fee will be on school fees
Revenue to collect:	\$20 online payment
Items/Services to be purchased:	Technology leasing cost to our District for Kindergarten to grade 3 that use school leased computers.
Surplus/Deficit Handling Plan:	There should be no surplus.

Project name:	Yearbook
Person responsible:	Rumley, Paula
Purpose and timelines:	The school will advertise to families the option of purchasing a yearbook. The Order form is on the students Powerschool.
Revenue to collect:	Any student wanting a yearbook many pay \$25 for the cost of the book
Items/Services to be purchased:	Yearbooks
Surplus/Deficit Handling Plan:	Yearbooks are on a cost recovery basis only, there should not be a surplus. Should one occur, the funds will go towards a year end activity.