

Project Plan Summary



Holy Redeemer Catholic School

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Principal: Ed Kucy

Project name: Bookfair
Person responsible: Scoggins, Tracy
Purpose and timelines: Purchase of books
Revenue to collect: Cash, cheque, debit/credit card machine supplied by Scholastics
Items/Services to be purchased: Money collected will be used towards the student body as a whole by purchasing books for the Library and classrooms.
Surplus/Deficit Handling Plan: Cost recovery, there will be no surplus.

Project name: Donations
Person responsible: Kucy, Ed
Purpose and timelines: Funds will be provided on a donation basis
Revenue to collect: Cash, cheques
Items/Services to be purchased: Items that are ear marked for certain programs or items for the school will be used directly for that purpose. If not specified will be used at the discretion of principal.
Surplus/Deficit Handling Plan: A surplus may be carried over if that is the intention of the donor. No deficit

Project name: Drumheller Trip - Overnight
Person responsible: Cossey, Tess
Purpose and timelines: The purpose of this fee is to provide funds required to cover the costs associated with the optional trip to Drumheller, annually attended by students in grades 4 & 5. As this is an opt-in activity, this activity is not part of annual grade school fees broadly applied to all students. Timing: Due to current current events, timelines for notification may be flexible. Under normal circumstances, parents will be advised between September and November each year if this activity will take place. Should Covid Measures or protocols be in place, those timelines may be extended upon awaiting provincial and board approval. As much notice to parents as possible will be given where feasible to do so. Proper notification of this activity will include a letter or email home to parents detailing the specific fees and cost break-down for the trip.
Revenue to collect: Upon notification of possibility of trip, parents will sign a consent waiver to opt-in for their child to participate. Upon the school receiving the consent forms back and once the trip has been booked and deposits have been paid, fees will be uploaded to the parents' PowerSchool parent portal. Fees are cost estimates only as closely as possible. - Fees may increase or decrease based on inflation of goods and services.

Items/Services to be purchased: The estimated \$125 fee will include the cost of transportation, overnight lodging, meals, and an Educational tour with guided program through the Museum.

Surplus/Deficit Handling Plan: Costs are estimated at this time and may increase or decrease. If there is a deficit of funds, additional fees will be charged through PowerSchool and parents will be asked to pay the additional fee amount. Should there be a surplus of fees for this project: a) Amounts over \$10 / Student will be reimbursed to parents. b) Amounts less than \$10 per student will be utilized towards a treat or additional activity for the students during the trip or at another date/time.

Project name: Grade 2 Field Trips and Classroom Projects

Person responsible: Brouwer, Nikki

Purpose and timelines: Parents are notified at the beginning of the year any cost relating to course/option/academy by signing an agreement acknowledging their acceptance of course and fee expectations.

Revenue to collect: Cash, cheque, online payments through PowerSchool/RYCOR (fees are posted at the beginning of the school year or when roasters are completed)

Items/Services to be purchased: All costs associated with a Field Trip which can include transportation, admission in to venue, cost of presenter for in school Field Trips. Consumable supplies for the classroom projects.

Surplus/Deficit Handling Plan: Cost recovery. If there is a surplus, funds will go towards a year end activity.

Project name: Grade 3 Field trips and Classroom Projects

Person responsible: Twohey, Jenna

Purpose and timelines: Parents are notified at the beginning of the year any cost relating to course/option/academy by signing an agreement acknowledging their acceptance of course and fee expectations.

Revenue to collect: Cash, cheque, online payments through PowerSchool/RYCOR (fees are posted at the beginning of the school year or when roasters are completed)

Items/Services to be purchased: All costs associated with a Field Trip which can include transportation, admission in to venue, cost of presenter for in school Field Trips. Consumable supplies for the classroom projects.

Surplus/Deficit Handling Plan: Cost recovery. If there is a surplus, funds will go towards a year end activity.

Project name: Grade 4 Field Trips and Classroom Projects

Person responsible: Cossey, Tess

Purpose and timelines: Parents are notified at the beginning of the year any cost relating to course/option/academy by signing an agreement acknowledging their acceptance of course and fee expectations. 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: Cash, cheque, online payments through PowerSchool/RYCOR (fees are posted at the beginning of the school year or when rosters are completed. Fees charged up-front to parents per activity to be included in School Fees at the beginning of the year.

Items/Services to be purchased: All costs associated with a Field Trip which can include transportation, admission in to venue, cost of presenter for in school Field Trips. Consumable

supplies for the classroom projects. The fee will include but is not limited to: Parent's Christmas gifts \$6 , Mother's and Father's day \$12 , overnight field trip to Drumheller \$125.00 (Social Studies), Skiing to Sunridge *2: \$42, Swimming Lessons with bussing \$56.00.

Surplus/Deficit Handling Plan: After the activities are completed any funds remaining may be used for, but not limited to, end of year picnic/party, gifts for students. OR Costs are estimated at this time and may increase or decrease. If more funds are needed, parents may be asked to pay an additional fee amount. Should there be a surplus of fees for this project: a) Amounts over \$10 / Student will be reimbursed to parents. b) Amounts less than \$10 per student will be utilized towards a Year-End project or class party.

Project name: Grade 5 Project Plans 2021-2022

Person responsible: Fischer, Brianna

Purpose and timelines: Letters will be sent home to parents regarding all information needed for field trips and/or any activities completed in class. All field trips will allow students to engage in a variety of engaging and purposeful activities in and out of school.

Revenue to collect: School fees stated in parents statements of accounts given at the beginning of the year.

Items/Services to be purchased: Mother's/Father's Day gifts (\$80 (\$5 per child)), Soap stone FNMI Art - Social/Art - (\$256 (\$16 per child), Telus World of Science (\$96 (\$6 per child)), Hands on Science - Classroom Chemistry (\$230 plus gst), Fort Edmonton Park (\$192 (\$12 per child) **Dependent on Covid**) Due to Covid-19, some out of school field trips may not be possible, however students will then get the opportunity to participate in In-School/Virtual Fieldtrips to benefit their education

Surplus/Deficit Handling Plan: After the activities are completed any funds remaining may be used for, but not limited to, end of year picnic/party, gifts for students. OR Costs are estimated at this time and may increase or decrease. If more funds are needed, parents may be asked to pay an additional fee amount. Should there be a surplus of fees for this project: a) Amounts over \$10 / Student will be reimbursed to parents. b) Amounts less than \$10 per student will be utilized towards a Year-End project or class party.

Project name: Grade 5-6 Rec and Leadership Project Plans 2021-22

Person responsible: Fischer, Brianna

Purpose and timelines: Letters will be sent home to parents regarding all information needed for field trips and/or any activities completed in class. All field trips will allow students to engage in a variety of engaging and purposeful activities in and out of school.

Revenue to collect: School fees stated in parents statements of accounts given at the beginning of the year.

Items/Services to be purchased: Field trips and activities that are either recreational or teach leadership skills. Such as: workout classes, assortment of sports, running Holiday fairs/pep rallies/assemblies for the school, and a variety of fine and gross motor activities. A fee of \$300 per student is charge per year in order to participate in these field trips/activities.

Surplus/Deficit Handling Plan: Costs are estimated at this time and may increase or decrease. If more funds are needed, parents may be asked to pay an additional fee amount. After the activities are completed any funds remaining may be used for, but not limited to, a big end of year fieldtrip, year end party and snacks, school apparel, Etc. Should there be a surplus of fees for this project: a) Amounts over \$10/Student

will be reimbursed to parents. b) Amounts less than \$10 per student will be utilized towards a Year-End project or class party.

Project name:	Grade 6 Field Trips and Class Activities
Person responsible:	Twohey, Jenna
Purpose and timelines:	Letters will be sent home to parents regarding all information needed for field trips and/or any activities completed in class. All field trips will allow students to engage in a variety of engaging and purposeful activities in and out of school.
Revenue to collect:	School fees stated in parents statements of accounts given at the beginning of the year. Fees charged up-front to parents per activity to be included in School Fees.
Items/Services to be purchased:	Mother's/Father's Day gifts completed via Teachers Pet Virtual Direction \$400 Elk Island Park \$190 Alberta Aviation Museum \$275 Busing \$250 Telus World of Science- Evidence and Investigation \$150 Hands on Science - Flight: Up, up and Away \$240 Rosary bracelet \$60 Legislature Tour \$200
Surplus/Deficit Handling Plan:	After the activities are completed any funds remaining may be used for, but not limited to, end of year picnic/party, gifts for students. OR Costs are estimated at this time and may increase or decrease. If more funds are needed, parents may be asked to pay an additional fee amount. Should there be a surplus of fees for this project: a) Amounts over \$10 / Student will be reimbursed to parents. b) Amounts less than \$10 per student will be utilized towards a Year-End project or class party.

Project name:	Grade 7 Field Trips and Classroom Projects
Person responsible:	Sarnecki, Emilie
Purpose and timelines:	Parents are notified at the beginning of the year any cost relating to course/option/academy by signing an agreement acknowledging their acceptance of course and fee expectations.
Revenue to collect:	School fees stated in parents statements of accounts given at the beginning of the year can be paid on PowerSchool. All costs associated with a Field Trip which can include transportation, admission in to venue, cost of presenter for in school Field Trips. Consumable supplies for the classroom projects. Monopoly Games for Fur Trade Activity (\$40), Black History Month Presentation (\$150), Political Cartoonist (\$150)
Items/Services to be purchased:	Due to Covid-19, some out of school field trips may not be possible, however students will then get the opportunity to participate in In-School/Virtual Fieldtrips
Surplus/Deficit Handling Plan:	After the activities are completed any funds remaining may be used for, but not limited to, end of year picnic/party, gifts for students. OR Costs are estimated at this time and may increase or decrease. If more funds are needed, parents may be asked to pay an additional fee amount. Should there be a surplus of fees for this project: a) Amounts over \$10 / Student will be reimbursed to parents. b) Amounts less than \$10 per student will be utilized towards a Year-End project or class party.

Project name:	Grade 7/8 Recreation and Leadership
Person responsible:	Sarnecki, Emilie
Purpose and timelines:	Letters will be sent home to parents regarding all information needed for field trips and/or any activities completed in class. All field trips will allow students to engage in a variety of engaging and purposeful activities in and out of school.
Revenue to collect:	School fees stated in parents statements of accounts given at the beginning of

the year.
 Field trips and activities that are either recreational or teach leadership skills. Such as workout classes, an assortment of sports, running Holiday fairs/pep rallies/assemblies for the school, and a variety of fine and gross motor activities. A fee of \$300 per student is charged per year in order to participate in these field trips/activities.
 After the activities are completed any funds remaining may be used for, but not limited to, a big end-of-year field trip, school apparel, OR costs are estimated at this time and may increase or decrease. If more funds are needed, parents may be asked to pay an additional fee amount. Should there be a surplus of fees for this project: a) Amounts over \$10/Student will be reimbursed to parents. b) Amounts less than \$10 per student will be utilized towards a Year-End project or class party.

Project name: Grade 8 Farewell
 Person responsible: Willis Dengler, Kristine
 Purpose and timelines: Newsletter, emails, phone calls
 Revenue to collect: Cash or cheque
 Items/Services to be purchased: Farewell dinner, decorations, printing costs of tickets, meat fundraiser
 Surplus/Deficit Handling Plan: This is a cost recovery project, there should be zero surplus.

Project name: Grade 8 Field Trips and Classroom Projects
 Person responsible: Willis Dengler, Kristine
 Purpose and timelines: Parents are notified at the beginning of the year any cost relating to course/option/academy by signing an agreement acknowledging their acceptance of course and fee expectations.
 Revenue to collect: Cash, cheque, online payments through PowerSchool/RYCOR (fees are posted at the beginning of the school year or when roasters are completed)
 Items/Services to be purchased: All costs associated with a Field Trip which can include transportation, admission in to venue, cost of presenter for in school Field Trips. Consumable supplies for the classroom projects.
 Surplus/Deficit Handling Plan: Cost recovery. If there is a surplus, funds will go towards a year end activity.

Project name: Grade One Project Plan 2021/22
 Person responsible: McMaster, Rachel
 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 charged up-front to parents per activity to be included in School Fees at the beginning of the year.
 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 \$11 , in-school field trip Science building things \$11 ,Swimming Lessons with bussing \$56.00, Year End field trip to Ukrainian Village with Bussing \$25, Chick Hatching Program \$16,
 Surplus/Deficit Handling Plan: After the activities are completed any funds remaining may be used for, but not limited to, end of year picnic/party, gifts for students. OR Costs are estimated at this time and may increase or decrease. If more funds are needed, parents may

be asked to pay an additional fee amount. Should there be a surplus of fees for this project: a) Amounts over \$10 / Student will be reimbursed to parents. b) Amounts less than \$10 per student will be utilized towards a Year-End project or class party.

Project name: Grants
 Person responsible: Kucy, Ed
 Purpose and timelines: Grant Applications
 Revenue to collect: Cash, Cheque
 Items/Services to be purchased: Items or services purchased will be used as per grant.
 Surplus/Deficit Handling Plan: No surplus or deficit unless grant states.

Project name: Nature Kindergarten
 Person responsible: Spilchak, Stephanie
 Purpose and timelines: Parents are notified at the beginning of the year any cost relating to course/option/academy by signing an agreement acknowledging their acceptance of course and fee expectations.
 Revenue to collect: Cash, cheque, online payments through PowerSchool/Rycor (fees are posted at the beginning of the school year or when rosters are completed)
 Items/Services to be purchased: All costs associated with a Field Trip which can include transportation, admission in to venue, cost of presenter for in school Field Trips. Consumable supplies for the classroom projects. Staff wages.
 Surplus/Deficit Handling Plan: Cost recovery program, should there be a surplus, it will go towards a year end activity