

Project Plan Summary



Holy Redeemer Catholic School

53117 - Range Road 222

Ardrossan, AB

T8E 2M8

Phone: 780-922-4522

Fax: 780-922-2825

Principal: Ed Kucy

Project name: Badminton

Person responsible: Ed Kucy

Purpose and timelines: The Purpose of this project is to cover the cost for students to participate in BADMINTON. A letter will be sent home with the Coach at the beginning of the badminton season with a detailed breakdown of activities and their associated costs. The Cost break down for this fee is as such: League fees - \$20, Tournament (two tournaments) Entry Fees to be determined and disclosed by EIAA Sports council \$350, Uniform User Fee \$90, Team SWAG wear (SWAG sweatshirts) - \$350, Athletic Coordinator position \$60.00, Administrative fees (year end, team hardware, jersey replacement) - \$130

Revenue to collect: The fees collected for this project in the amount of \$100 will be spent on a cost recover basis and has been estimated based on the expected costs.

Items/Services to be purchased: Fees for this project will be used to pay for : League fees - \$20, Tournament (two tournaments) Entry Fees to be determined and disclosed by EIAA Sports council \$350, Uniform User Fee \$90, Team SWAG wear (SWAG sweatshirts) - \$350, Athletic Coordinator position \$60.00, Administrative fees (year end, team hardware, jersey replacement) - \$130

Surplus/Deficit Handling Plan: After this project is completed, any funds remaining in the prooject plan from the project in the amount of \$10.01 or more per student will be reimbursed to the student via credit to the student account in PowerSchool. Any Surplus amount of \$10.00 or less by activity per student will be transfered to our Sports Teams' Sustainability Fund to supplement costs toward our annual sustainability of our extra curriculat Sports Teams, Such-as: Maintainence or replacement of team equipment and/or Uniforms. If fees collected are not sufficient to cover the activity costs, a "Shortfall Fee" may be added to your student's account to cover the project's deficit (Not exceeding the Divisional Maximum Approval Scale).

Project name: Basketball - Boys

Person responsible: Sarnecki, Emilie

Purpose and timelines: The Purpose of this project is to cover the cost for students to participate in BASKETBALL - A letter will be sent home with the Coach with a detailed breakdown of activities and their associated cost which can include that can include Sports Council fees, tournament fees, uniforms, clothing (optional if applicable) and transportation (if applicable) as well as practice schedule and any upcoming tournaments.

Revenue to collect: The fees collected for this project in the amount of \$250 will be spent on a cost recover basis and has been estimated based on the expected costs.

Items/Services to be purchased: Sports Council fees (if applicable), tournament/race fees, uniforms, clothing (optional if applicable) and transportation (if applicable)

Surplus/Deficit Handling Plan: After this project is completed, any funds remaining in the prooject plan from the project in the amount of \$10.01 or more per student will be reimbursed to the student via credit to the student account in PowerSchool. Any Surplus amount of \$10.00 or less by activity per student will be transfered to our Sports Teams' Sustainability Fund to supplement costs toward our annual sustainability of our extra curriculat Sports Teams, Such-as: Maintainence or replacement of team equipment and/or Uniforms. If fees collected are not sufficient to cover the activity costs, a "Shortfall Fee" may bee added to your student's account to cover the project's deficit (Not exceeding the Divisional Maximum Approval Scale).

Project name: Basketball - Girls

Person responsible: Kucy, Ed

Purpose and timelines: The Purpose of this project is to cover the cost for students to participate in BASKETBALL - A letter will be sent home with the Coach with a detailed breakdown of activities and their associated costs. The Cost break down for this fee is as such: League fees - \$350, Tournament (two tournaments) Entry Fees - \$800, Uniform User Fee \$212.00, Team SWAG wear (SWAG track pants and hoody) - \$1100, Athletic Coordinator position \$286.00, Administrative fees (year end, team hardware, jersey replacement) - \$230

Revenue to collect: The fees collected for this project in the amount of \$250 will be spent on a cost recover basis and has been estimated based on the expected costs.

Items/Services to be purchased: "Fees for this project will be used to pay for all fees associated with playing volleyball, as stated above. Transportation costs not included as students were driven to each game by their parents. -The Cost break down for this fee is as such: - League fees - TournamentEntry Fees - Uniform User Fee - Team SWAG wear - Athletic Coordinator position - Administrative fees (year end, team hardware, jersey replacement)

Surplus/Deficit Handling Plan: After this project is completed, any funds remaining in the prooject plan from the project in the amount of \$10.01 or more per student will be reimbursed to the student via credit to the student account in PowerSchool. Any Surplus amount of \$10.00 or less by activity per student will be transfered to our Sports Teams' Sustainability Fund to supplement costs toward our annual sustainability of our extra curriculat Sports Teams, Such-as: Maintainence or replacement of team equipment and/or Uniforms. If fees collected are not sufficient to cover the activity costs, a "Shortfall Fee" may bee added to your student's account to cover the project's deficit (Not exceeding the Divisional Maximum Approval Scale).

Project name: Citadel Students' Club

Person responsible: Keirra Vellow

Purpose and timelines: The purpose of this fee is to provide funds required to cover the costs associated with the optional Students' Club attending plays a few times a year at the Citadel Theatre. As this is an opt-in activity, this activity is not part of annual grade school fees broadly applied to all students. Proper notification of this activity will include a letter or email home to parents detailing the specific fees and cost break-down for the club should they choose to allow their student to join.

Revenue to collect: The fees collected for this project in the amount of \$ 160.00 will be spent on a cost recover basis and has been estimated based on the expected costs.

Items/Services to be purchased: Fees for this project could be used to pay for admission fees, transportation costs

Surplus/Deficit Handling Plan: After the project is completed, any funds remaining in the project plan in the amount of \$10.01 or more per student will be reimbursed to the student via credit to the student account in PowerSchool. Any Surplus amount of \$10.00 or less by activity per student will be transferred to our Student and Community Wellness Fund to supplement our costs toward our annual student and community wellness projects. If fees collected are not sufficient to cover the activity costs, a "Shortfall Fee" may be added to your student's account to cover the project's deficit.

Project name: Donations

Person responsible: Kucy, Ed

Purpose and timelines: The Purpose of this project is to house any donations that come into the school for various purposes to ensure the funds are allocated and spent in a way as indicated by the donor.

Revenue to collect: The monies allocated to this project will arrive by way of gift from donors via Cash, Cheque or through Parent Portal

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: This is a recurring project that will carry over from year to year, any funds accumulated in the project will be spent as intended. No deficit projected.

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 - Activity is set up on a cost-recovery basis.

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: ECS Field Trips and Classroom Projects

Person responsible: Spilchak, Stephanie

Purpose and timelines: The purpose of this project is to collect fees for students to participate in ECS field trips and activates. A letter will be sent home with a detailed breakdown of activates and their associated costs. The activities included in this fee are: Trips to the wilderness center, zoo2You, Telus World of Science, other various field trips through out the year, various guest presenters at the school, and special activities and projects ie: Mother's day gift.

Revenue to collect: The fee collected for this project in the amount of \$250.00 will be spent on a cost recovery basis and has been estimated based on the expected costs.

Items/Services to be purchased: Fees for this project could be used to pay for transportation, admission in to venues, transportation to fieldtrips, cost of presenters for in school Field Trips or special consumable supplies for the special projects and activities throughout the year.

Surplus/Deficit Handling Plan: After the project is completed, any funds remaining in the project plan in the amount of \$10.01 or more per student will be reimbursed to the student via credit to the student account in PowerSchool. Any Surplus amount of \$10.00 or less per student will be transferred to our Student and Community Wellness Fund to supplement our costs toward our annual student and community wellness projects. If fees collected are not sufficient to cover the activity costs, a "Shortfall Fee" may be added to your student's account to cover the project's deficit.

Project name: Fine Arts 5/6

Person responsible: Keirra Vellow

Purpose and timelines: Parents are notified at the beginning of the Semester any cost relating to course/option/academy by signing an agreement acknowledging their acceptance of course and fee expectations. The Purpose of this project is to collect fees for students to participate in FINE ARTS 5/6. A letter will be sent home with the teacher with a detailed breakdown of activities and their associated costs.

Revenue to collect: The fee collected for this project in the amount of \$200.00 per semester will be spent on a cost recovery basis and has been estimated based on the expected costs.

Items/Services to be purchased: Fees for this project could be used to pay for transportation, admission in to venues, transportation to fieldtrips, cost of presenters for in school Field Trips, Workshops and partnerships, residency artists and writers or special consumable supplies for the special projects and activities throughout the semester, special equipment, materials, costumes, backdrops and staging items, audio/visual items, scripts, etc.

Surplus/Deficit Handling Plan: After Completion of the course, Surplus amounts of \$15 per student will be held aside toward the sustainability of the project ie: the purchase of equipment replacement, etc. Any Surplus funds may accumulate over time to purchase or maintain larger ticket priced items that will ensure continued program sustainability and growth.

Project name: Fine Arts Academy 7/8

Person responsible: Keirra Vellow

Purpose and timelines: Parents are notified at the beginning of the Semester any cost relating to course/option/academy by signing an agreement acknowledging their acceptance of course and fee expectations. The Purpose of this project is to collect fees for students to participate in FINE ARTS 7/8. A letter will be sent

home with the teacher with a detailed breakdown of activities and their associated costs.

Revenue to collect: The fee collected for this project in the amount of \$200.00 per semester will be spent on a cost recovery basis and has been estimated based on the expected costs.

Items/Services to be purchased: Fees for this project could be used to pay for transportation, admission in to venues, transportation to fieldtrips, cost of presenters for in school Field Trips, Workshops and partnerships, residency artists and writers or special consumable supplies for the special projects and activities throughout the semester, special equipment, materials, costumes, backdrops and staging items, audio/visual items, scripts, etc.

Surplus/Deficit Handling Plan: After Completion of the course, Surplus amounts of \$15 per student will be held aside toward the sustainability of the project ie: the purchase of equipment replacement, etc. Any Surplus funds may accumulate over time to purchase or maintain larger ticket priced items that will ensure continued program sustainability and growth.

Project name: Grade 2 Field Trips and Classroom Projects

Person responsible: Brouwer, Nikki

Purpose and timelines: The purpose of this project is to collect fees for students to participate in Grade 2 field trips and activities. A letter will be sent home with a detailed breakdown of activities and their associated costs. The teacher will notify parents throughout the year about various activities and field trips as they arrive.

Revenue to collect: The fee collected for this project in the amount of \$160.00 will be spent on a cost recovery basis and has been estimated based on the expected costs.

Items/Services to be purchased: Fees for this project could be used to pay for transportation, admission in to venue, cost of presenter for in school Field Trips. and enhanced consumable supplies for specific classroom projects.

Surplus/Deficit Handling Plan: After a specific activity in the project is completed, any funds remaining in the project plan from that activity in the amount of \$10.01 or more per student will be reimbursed to the student via credit to the student account in PowerSchool. Any Surplus amount of \$10.00 or less by activity per student will be transferred to our Student and Community Wellness Fund to supplement our costs toward our annual student and community wellness projects. If fees collected are not sufficient to cover the activity costs, a "Shortfall Fee" may be added to your student's account to cover the project's deficit.

Project name: Grade 3 Field trips and Classroom Projects

Person responsible: Nancy Morgan

Purpose and timelines: The Purpose of this project is to collect fees for students to participate in GRADE 3 ACTIVITIES - A letter will be sent home with the teacher with a detailed breakdown of activities and their associated costs.

Revenue to collect: The fees collected for this project in the amount of \$160 will be spent on a cost recover basis and has been estimated based on the expected costs.

Items/Services to be purchased: Fees for this project could be used to pay for admission fees, transportation costs, enhanced supplies, educational presentations.

Surplus/Deficit Handling Plan: After a specific activity in the project is completed, any funds remaining in the project plan from that activity in the amount of \$10.01 or more per student will be reimbursed to the student via credit to the student account in PowerSchool. Any Surplus amount of \$10.00 or less by activity per student will be transferred to our Student and Community Wellness Fund to supplement our costs toward our annual student and community wellness projects. If fees collected are not

sufficient to cover the activity costs, a "Shortfall Fee" may be added to your student's account to cover the project's deficit.

Project name:	Grade 4 Field Trips and Classroom Projects
Person responsible:	Cossey, Tess
Purpose and timelines:	The Purpose of this project is to collect fees for students to participate in GRADE 4 ACTIVITIES. A letter will be sent home with the teacher with a detailed breakdown of activities and their associated costs. The activities included in this fee are: Mother's and Father's day Gifts, Skiing at Sunridge (2days), Parent Christmas Gift, Metis Braiding/Looming
Revenue to collect:	The fees collected for this project in the amount of \$160 will be spent on a cost recovery basis and has been estimated based on the expected costs.
Items/Services to be purchased:	Fees for this project could be used to pay for admission fees, transportation costs, enhanced supplies, educational presentations.
Surplus/Deficit Handling Plan:	After a specific activity in the project is completed, any funds remaining in the project plan from that activity in the amount of \$5.01 or more per student will be reimbursed to the student via credit to the student account in PowerSchool. Any Surplus amount of \$5.00 or less by activity per student will be transferred to our Student and Community Wellness Fund to supplement our costs toward our annual student and community wellness projects. If fees collected are not sufficient to cover the activity costs, a "Shortfall Fee" may be added to your student's account to cover the project's deficit.

Project name:	Grade 5 Project Plans 2021-2022
Person responsible:	Dillon Burak
Purpose and timelines:	The Purpose of this project is to collect fees for students to participate in grade 5 field trips and activities. A letter will be sent home with the teacher with a detailed breakdown of activities and their associated costs. The activities included in this fee are: Telus World of Science field trip, mothers and fathers day gifts, Fort Edmonton Park, in-class guest speakers and curricular activities, enhanced supplies for specific projects.
Revenue to collect:	The fees collected for this project in the amount of \$170 will be spent on a cost recover basis and has been estimated based on the expected costs.
Items/Services to be purchased:	Fees for this project could be used to pay for admission fees, transportation costs, enhanced supplies, educational presentations.
Surplus/Deficit Handling Plan:	After a specific activity in the project is completed, any funds remaining in the project plan from that activity in the amount of \$10.01 or more per student will be reimbursed to the student via credit to the student account in PowerSchool. Any Surplus amount of \$10.00 or less by activity per student will be transferred to our Student and Community Wellness Fund to supplement our costs toward our annual student and community wellness projects. If fees collected are not sufficient to cover the activity costs, a "Shortfall Fee" may be added to your student's account to cover the project's deficit.

Project name:	Grade 5-6 Rec and Leadership Project Plans
Person responsible:	Emilie Sarnecki
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:	The fees collected for this project in the amount of \$200.00 / Semester will be spent on a cost recover basis and has been estimated based on the expected costs. School fees stated in parents statements of accounts given at the beginning of the Semester.

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 \$200 per student per semester is charge per year in order to participate in these field trips/activities.
Surplus/Deficit Handling Plan:	After Completion of the course, Surplus amounts of \$20 per student will be held aside toward the sustainability of the project ie: the purchase of equipment replacement, etc. Any Surplus funds may accumulate over time to purchase or maintain larger ticket priced items that will ensure continued program sustainability and growth.
Project name:	Grade 6 Field Trips and Class Activities
Person responsible:	Keirra Vellow
Purpose and timelines:	The Purpose of this project is to collect fees for students to participate in Grade 6 fielt trips and class activities. A letter will be sent home with the teacher with a detailed breakdown of activities and their associated costs. The activities included in this fee are: class projects, virtual field trips, in-person field trips, project supplies.
Revenue to collect:	The fees collected for this project in the amount of \$170 will be spent on a cost recover basis and has been estimated based on the expected costs - Fees will be charged to parents via RYCOR through PowerSchool parent portal.
Items/Services to be purchased:	Fees for this project could be used to pay for admission fees, transportation costs, enhanced supplies, educational presentations.
Surplus/Deficit Handling Plan:	After a specific activity in the project is completed, any funds remaining in the prooject plan from that activity in the amount of \$10.01 or more per student will be reimbursed to the student via credit to the student account in PowerSchool. Any Surplus amount of \$10.00 or less by activity per student will be transfered to our Student and Community Wellness Fund to supplement our costs toward our annual student and community wellness projects. If fees collected are not sufficient to cover the activity costs, a "Shortfall Fee" may bee added to your student's account to cover the project's deficit.

Project name:	Grade 7 Field Trips and Classroom Projects
Person responsible:	Sarnecki, Emilie
Purpose and timelines:	The Purpose of this project is to collect fees for students to participate in General Grade 7 field trips and activities throughout the year. A letter will be sent home with the teacher with a detailed breakdown of activities and their associated costs.
Revenue to collect:	The fees collected for this project in the amount of \$ 60.00 will be spent on a cost recover basis and has been estimated based on the expected costs.
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. Enhanced Consumable supplies for specific classroom projects. Specific field trip / Presenter information will be shared with parents via email/see-saw/letters/newsletter communication throughout the year.
Surplus/Deficit Handling Plan:	After a specific activity in the project is completed, any funds remaining in the project plan from that activity in the amount of \$10.01 or more per student will be reimbursed to the student via credit to the student account in PowerSchool. Any Surplus amount of \$10.00 or less by activity per student will be transfered to our Student and Community Wellness Fund to supplement our costs toward our annual student and community wellness projects. If fees collected are not sufficient to cover the activity costs, a "Shortfall Fee" may bee added to your

student's account to cover the project's deficit. If additional field trips are planned throughout the year, new field trip fees may be added to this fee on a cost recover basis in communication with the teacher, parents and students to meet the needs and/or requests of all parties.

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:	The fees collected for this project in the amount of \$200.00 / Semester will be spent on a cost recover basis and has been estimated based on the expected costs. School fees stated in parents statements of accounts given at the beginning of the Semester.
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 \$200 per student per semester is charge per year in order to participate in these field trips/activities.
Surplus/Deficit Handling Plan:	After Completion of the course, Surplus amounts of \$20 per student will be held aside toward the sustainability of the project ie: the purchase of equipment replacement, etc. Any Surplus funds may accumulate over time to purchase or maintain larger ticket priced items that will ensure continued program sustainability and growth.

Project name:	Grade 8 Farewell
Person responsible:	Junior high Teaching staff
Purpose and timelines:	The Purpose of this project is to raise funds for students to participate in GRADE 8 FAREWELL - A letter will be sent home with the teacher with a detailed breakdown of activities and their associated costs. The students will be responsible to plan their event - and plan their fund-raising endeavor to cover costs of event. - Or if there is general consensual agreement amongst parents, a nominal donation fee may be added to student accounts for parents to pay.
Revenue to collect:	Monies collected for this project will arise by way of donation / fundraising by the students and parent community. Funds may filter through powerschool/Rycor parent portal by way of fee/donation. Students may also raise funds through cash or cheque via student and parent fundraising endeavors.
Items/Services to be purchased:	monies in this project could be used to pay for Goods, Supplies or activities as it pertains to their Year-End Event ie: a field trip, or an activity such as a Farewell dinner, decorations, printing costs of tickets, meat fundraiser, etc.
Surplus/Deficit Handling Plan:	After a specific activity in the project is completed, any funds remaining in the prooject plan from that activity in the amount of \$10.01 or more per student will be reimbursed to the student via credit to the student account in PowerSchool. Any Surplus amount of \$10.00 or less by activity per student will be transfered to our Student and Community Wellness Fund to supplement our costs toward our annual student and community wellness projects. If fees collected are not sufficient to cover the activity costs, a "Shortfall Fee" may be added to your student's account to cover the project's deficit.

Project name:	Grade 8 Field Trips and Classroom Projects
Person responsible:	Brant Driedger

Purpose and timelines:	The Purpose of this project is to collect fees for students to participate in GRADE 8 ACTIVITIES. A letter will be sent home with the teacher with a detailed breakdown of activities and their associated costs. Some activities included in this fee are: Japanese Cultural Center In-School Renaissance Field Trip Japanese Cultural Center Bus The teacher will communicate field trips and activities throughout the year with a breakdown of how the fees will be allocated.
Revenue to collect:	The fees collected for this project in the amount of \$60.00 will be spent on a cost recover basis and has been estimated based on the expected costs.
Items/Services to be purchased:	Fees for this project could be used to pay for admission fees, transportation costs, enhanced supplies for specific projects and activities, educational presentations.
Surplus/Deficit Handling Plan:	After a specific activity in the project is completed, any funds remaining in the project plan from that activity in the amount of \$10.01 or more per student will be reimbursed to the student via credit to the student account in PowerSchool. Any Surplus amount of \$10.00 or less by activity per student will be transferred to our Student and Community Wellness Fund to supplement our costs toward our annual student and community wellness projects. If fees collected are not sufficient to cover the activity costs, a "Shortfall Fee" may be added to your student's account to cover the project's deficit.

Project name: Grade One Project Plan

Person responsible: McMaster, Rachel

Purpose and timelines: The Purpose of this project is to collect fees for students to participate in grade one fieldtrips and class activities. A letter will be sent home with the teacher with a detailed breakdown of activities and their associated costs. The activities included in this fee are: Parent Christmas gifts, mothers day, fathers day gifts, science field trip, year end field trip to Ukrainian Field trip and bussing, Chick hatching program.

Revenue to collect: The fees collected for this project in the amount of \$ 160 will be spent on a cost recover basis and has been estimated based on the expected costs.

Items/Services to be purchased: Fees for this project could be used to pay for admission fees, transportation costs, enhanced supplies, educational presentations.

Surplus/Deficit Handling Plan: After a specific activity in the project is completed, any funds remaining in the prooject plan from that activity in the amount of \$10.01 or more per student will be reimbursed to the student via credit to the student account in PowerSchool.

Any Surplus amount of \$10.00 or less by activity per student will be transferred to our Student and Community Wellness Fund to supplement our costs toward our annual student and community wellness projects. If fees collected are not sufficient to cover the activity costs, a "Shortfall Fee" may be added to your student's account to cover the project's deficit.

Project name: Grants

Person responsible: Guerin, Tess

Purpose and timelines: The Purpose of this project is to house any GRANTS that come into the school for various purposes to ensure the funds are allocated and spent in a way as indicated by the GRANT GUIDELINES.

Revenue to collect: The monies allocated to this project will arrive VIA Cheque

Items/Services to be purchased: monies in this project will be spent as determined in accordance with the parameters of the grant outline

Surplus/Deficit Handling Plan: This is a recurring project that will consistently receive grant funding year to year, any funds accumulated in the project will be spent as intended and

outlined by the grant - there will be no surplus once a grant has been satisfied

Project name: Junior University

Person responsible: McMaster, Rachel

Purpose and timelines: The Purpose of this project is to collect fees for students to participate in Junior University lead Activities. The activities included in this fee are: foods, gardening, crafting, experiements, materials associated with sessions, transportation to out of school sessions and admission costs, In school presentations and activities by third party vendors.

Revenue to collect: The fees collected for this project in the amount of \$20.00 will be spent on a cost recovery basis and has been estimated based on the expected costs.

Items/Services to be purchased: Fees for this project could be used to pay for admission fees, transportation costs, enhanced supplies, educational presentations.

Surplus/Deficit Handling Plan: After Completion of the course, Surplus amounts of \$10 per student will be held aside toward the sustainability of the project ie: the purchase of equipment replacement, cookware, appliances, Supplies, etc. This will be an on-going accumulation to ensure sustainability.

Project name: Library

Person responsible: Scoggins, Tracy

Purpose and timelines: The purpose of this project code is to provide funds as needed to cover the costs associated with optional and increased spending projects in the library. Various endeavors will occur throughout the year to help raise funds. Ie: BookFair, Read-A-Thon, Donations Prior to a fund-raising endeavor, parents will be notified of the intent of endeavor via letter, email or SMORE Communication. This project will also be used to collect any fees for lost or damaged library books.

Revenue to collect: This project will be facilitated by way of fundraising and donation. Any fee charged will be on a cost recovery basis in order to replace the lost or damaged books.

Items/Services to be purchased: These funds will go toward the maintenance and up-keep of books and library specific items, purchasing new books, literature, cozy seating and reading areas, rugs, shelving, lighting and other ambient items to help students feel safe and relaxed in the library. This list does not exclude other library specific items that arise in the future.

Surplus/Deficit Handling Plan: As this Account will have many fundraisers and donations throughout the course of each year, it is our hope that there will always be funds to spend on improving our library and literacy experience for students. At no time do we foresee the need to end or close this project. Therefore, a surplus will always get spent and any small deficits will be carried over until the next fundraising endeavor is completed.

Project name: Locker Rental

Person responsible: Ed Kucy

Purpose and timelines: The Purpose of this project is to collect fees toward the standard practice of Locker Rental for the school year.

Revenue to collect: The fees collected for this project in the amount of \$10 per student will be applied to all students in Grades 5,6,7,8

Items/Services to be purchased: Fees for this project will be used to maintain / replace lockers/locks when required

Surplus/Deficit Handling Plan: Funds will accumulate in fund each year and will be utilized and spent on an "as needed basis". There will be no reimbursement of funds in this project as this is

a locker rental fee. Any over abundance of funds accumulate which surpass lock replacement costs will be transferred to SGF General funds to be utilized at the discretion of administration serving other general needs in the building.

Project name: Nature Kindergarten
 Person responsible: Spilchak, Stephanie
 Purpose and timelines: The purpose of this program is to offer Kindergarten students the opportunity to spend the vast majority of their day outside engaged in meaningful ways with their body, mind and spirit while located in a natural setting. Children will continue in their community kindergarten classrooms as per the EICS kindergarten calendar, attending nature kindergarten on the other days providing an option to attend kindergarten full time.
 Revenue to collect: Tuition for this program in the amount of \$425.00/month will be collected through a Powerschool payment plan.
 Items/Services to be purchased: The fees collected are used to provide staffing for this optional program as well as all associated field trip costs. Some of those costs include transportation, admission, cost of a in school presenter and all consumable supplies.
 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: Outdoor Education
 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 in relation to Outdoor Education
 Revenue to collect: The fees collected for this project in the amount of \$150 will be spent on a cost recover basis and has been estimated based on the expected costs. School fees stated in parents statements of accounts given at the beginning of the Semester. Field trips and activities that are focused on outdoor survival and/or environmental stewardship skills. Such as: Trips to the wilderness center with professional wilderness instructors and guides learning about various animals, trees, vegetation, weather and shelter skills and activities. A fee of \$100 per student is charged per year in order to participate in these field trips/activities and course material.
 Items/Services to be purchased:
 Surplus/Deficit Handling Plan: After Completion of the course, Surplus amounts of \$10 per student will be held aside toward the sustainability of the project ie: the purchase of equipment replacement, etc. Any Surplus funds may accumulate over time to purchase or maintain larger ticket priced items that will ensure continued program sustainability and growth.

Project name: Recorders
 Person responsible: Heather Harrison
 Purpose and timelines: The Purpose of this project is to collect fees to cover the cost of the purchase of Recorders for Grade 3 students or any other student who has mis-placed their existing recorder.
 Revenue to collect: The fees collected for this project in the amount of \$ 12 will be spent on a cost recovery basis and has been estimated based on the expected costs
 Items/Services to be purchased: Fees for this project will be used to purchase recorders for each student in Grade 3 and on an "opt-in" basis as requested by parents/students who have

misplaced theirs from prior years. Fees also cover cost of music books and sheets related to recorders.

Surplus/Deficit Handling Plan: After Completion of annual purchase, any small Surplus remaining of \$3 per student or less will be re-allocated to the Student and Community Wellness fund to help alleviate the cost load of wellness based projects for the students/school community.

Project name: Sports Team Sustainability Fund

Person responsible: Kucy, Ed

Purpose and timelines: The purpose of this project is to cover ongoing costs to sustainably run Extra-Curricular Sports Teams. The funds may be utilized to cover costs of equipment replacement or repairs including sporting goods and uniforms.

The fees collected for this project in the amount of \$ 15 will be spent on a cost recovery basis and have been estimated based on the expected costs.

Revenue to collect: Additionally, excess surplus amounts from team fees may be reallocated to this fund to ensure the sustainability of sports programming, equipment and uniform expenses.

Items/Services to be purchased: Fees for this project may be used to pay for: equipment, uniforms, team gifts, team-season-end activities and food, etc.

Surplus/Deficit Handling Plan: This is a recurring project that will carry over from year to year, any funds accumulated in the project will be collected for future use and sustainability of extra-curricular team sports

Project name: Student and Community Wellness Fund

Person responsible: Guerin, Tess

Purpose and timelines: The Purpose of this project is to cover and promote ongoing and new wellness endeavors with the school community. The funds may be utilized to cover costs of supporting foster child needs, a special social justice project, spin to win student prizes and activities, fun parties, New wellness related goods, services or equipment to enhance students or the community.

Revenue to collect: The monies allocated to this project will arrive by way of relocation from activities surplus at the end of the school year. A \$10 fee may be added to student accounts each year at the discretion of administration. Parents may also choose to make a donation of their choosing directly towards this fund at any time throughout the year. The school will take donations from outside sources as well to utilize through this activity fund when and where specified by specific donors.

Items/Services to be purchased: Fees for this project will be used to pay for : Community / Student endeavors / needs with the mindset of student and community wellness at the forefront. Examples include but are not limited to: Foster-a-family fees, Community measures, charitable situations in the school community, extra winter clothing on-site, Wellness activities, Spin-2-win prizes, school parties and special activities, Learning / sensory items, Classroom Recess/Playground sports equipment, enhanced art supplies, social justice projects, Etc.

Surplus/Deficit Handling Plan: This is a recurring project that will carry over from year to year, any funds accumulated in the project will be collected for future use and the sustainability of wellness goods, services, products, activities, social justice endeavors as needed at the discretion of administration.

Project name: Swimming Lessons

Person responsible: Guerin, Tess

Purpose and timelines: The purpose of this project is to collect fees for students to participate in Grade 1-4 Swimming Lessons. Additional communication will be sent home via the

home-room teacher either through their See-Saw app, email, google classroom, paper newsletter, or smore in the spring time

Revenue to collect: The fee collected for this project in the amount of \$80.00 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 plus transportation. This fee is based on previous year cost plus expected transportation based on current gas and other transportation related market trends and expenses. Fees for this project will be used to pay for admission and lessons and the county swimming pool and transportation via school bus.

Surplus/Deficit Handling Plan: After the activity is completed, any funds remaining in the amount of \$10 or more per student will be reimbursed to the student's account via a credit to student profile in Powerschool. Any surplus amounts of less than \$10.00 will be transferred to SGF General Funds account to support school endeavors such as enhanced art supplies, special equipment, and/or various student benefiting projects throughout the school as determined by school administration.

Project name: Tech Lease/Maintenance Fee

Person responsible: Guerin, Tess

Purpose and timelines: The purpose of this project is to collect fees to offset some of the costs of providing one-to-one technology to students. Mainly, this fee is to offset the costs of providing chrome books, however, this is not the only cost this fee helps cover as there are other one-to-one technology needs for students in K-3

Revenue to collect: Students in K-3 will be charged \$20 for technology lease/maintenance costs

Items/Services to be purchased: There are no items to purchase from this project plan as purchasing is done by the IT department

Surplus/Deficit Handling Plan: There are no surplus funds as the revenue is coded to the IT budget and expenses are higher than what is collected. The net entry is determined in collaboration with both IT and Finance. Finance will post the entry once per year to the School budget.

Project name: Volleyball - Boys

Person responsible: Dillon Burak

Purpose and timelines: The Purpose of this project is to cover the cost for students to participate in VOLLEYBALL - A letter will be sent home with the Coach with a detailed breakdown of activities and their associated costs. The Cost break down for this fee is as such: League fees - \$350, Tournament (two tournaments) Entry Fees - \$700, Uniform User Fee \$212.00, Team SWAG wear (SWAG 1/4 zip Long sleeve shirts) - \$600, Athletic Coordinator position \$286.00, Administrative fees (year end, team hardware, jersey replacement) - \$265

Revenue to collect: The fees collected for this project in the amount of \$250 will be spent on a cost recover basis and has been estimated based on the expected costs.

Items/Services to be purchased: Fees for this project will be used to pay for all fees associated with playing volleyball, as stated above. Transportation costs not included as students were driven to each game by their parents. -The Cost break down for this fee is as such: League fees - \$350, Tournament (two tournaments) Entry Fees - \$700, Uniform User Fee \$212.00, Team SWAG wear (SWAG 1/4 zip Long sleeve shirts) - \$600, Athletic Coordinator position \$286.00, Administrative fees (year end, team hardware, jersey replacement) - \$265

Surplus/Deficit Handling Plan: After this project is completed, any funds remaining in the project plan from the project in the amount of \$10.01 or more per student will be reimbursed to the student via credit to the student account in PowerSchool. Any Surplus amount of \$10.00 or less by activity per student will be transferred to our Sports

Teams' Sustainability Fund to supplement costs toward our annual sustainability of our extra curricular Sports Teams, Such-as: Maintenance or replacement of team equipment and/or Uniforms. If fees collected are not sufficient to cover the activity costs, a "Shortfall Fee" may be added to your student's account to cover the project's deficit (Not exceeding the Divisional Maximum Approval Scale).

Project name:	Volleyball - Girls
Person responsible:	Emilie Sarnecki
Purpose and timelines:	The Purpose of this project is to cover the cost for students to participate in VOLLEYBALL - A letter will be sent home with the Coach with a detailed breakdown of activities and their associated costs. The Cost break down for this fee is as such: League fees - \$350, Tournament (two tournaments) Entry Fees - \$700, Uniform User Fee \$212.00, Team SWAG wear (SWAG sweatshirts) - \$460, Athletic Coordinator position \$286.00, Administrative fees (year end, team hardware, jersey replacement) - \$265
Revenue to collect:	The fees collected for this project in the amount of \$250 will be spent on a cost recover basis and has been estimated based on the expected costs.
Items/Services to be purchased:	Fees for this project will be used to pay for : League fees - \$350, Tournament (two tournaments) Entry Fees - \$700, Uniform User Fee \$212.00, Team SWAG wear (SWAG sweatshirts) - \$460, Athletic Coordinator position \$286.00, Administrative fees (year end, team hardware, jersey replacement) - \$265
Surplus/Deficit Handling Plan:	After this project is completed, any funds remaining in the project plan from the project in the amount of \$10.01 or more per student will be reimbursed to the student via credit to the student account in PowerSchool. Any Surplus amount of \$10.00 or less by activity per student will be transferred to our Sports Teams' Sustainability Fund to supplement costs toward our annual sustainability of our extra curricular Sports Teams, Such-as: Maintenance or replacement of team equipment and/or Uniforms. If fees collected are not sufficient to cover the activity costs, a "Shortfall Fee" may be added to your student's account to cover the project's deficit (Not exceeding the Divisional Maximum Approval Scale).