

Project Plan Summary



St. John XXIII Catholic School

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Principal: Mr. Paul Corrigan

Project name:	Classroom Supplies
Person responsible:	Wilson, Jeannette
Purpose and timelines:	Classroom Supplies are supplies, in addition to the supply lists for each grade, required by the teacher to be used in the classroom.
Revenue to collect:	Fees charged to parents.
Items/Services to be purchased:	Consumables and replenishment of concrete materials that support curriculum in the classroom, such as white board markers, dual-pocket folders, exercise books, oil pastels, water colour paints, coloured chalk, for each individual student to use and keep.
Surplus/Deficit Handling Plan:	Remaining funds at the end of the year will be transferred into our General Account because the amount remaining will be minimal as we have charged parents our cost only.
Project name:	Community Relations
Person responsible:	St. John XXIII School PC
Purpose and timelines:	Funds are raised through fundraising projects/events including, but not limited to, Halloween family dance, spring dance, poinsettia sales, spell-a-thon, strawberry basket sales, bottle drive and Mable's Labels, in order to support various programs in St. John XXIII School during that year. It will be communicated to the parents by letters being sent home through the school advising them of the fundraiser and the intended use of the revenue.
Revenue to collect:	Sale proceeds from the fundraising projects/events and money collected from the donation of bottles from parents to the bottle drive.
Items/Services to be purchased:	All funds allocated to Community Relations will be used to support special student, staff and family projects including, but not limited to Gr. 4 banner, Gr. 1-4 yearbook, staff appreciation and retirements, classroom supplies, Welcome Back breakfast and memorials.
Surplus/Deficit Handling Plan:	Remaining funds at the end of the year will remain in that account for expenses in future years or to make a lump sum payment to offset any shortfalls experienced throughout the year.

Project name:	Consumable Workbooks
Person responsible:	Wilson, Jeannette
Purpose and timelines:	Consumable Workbooks are required materials for students' in which they are able to write in.
Revenue to collect:	Fees charged to parents.
Items/Services to be purchased:	Phonics workbooks, Language Arts photocopied booklets, Math photocopied booklets
Surplus/Deficit Handling Plan:	Remaining funds at the end of the year will be transferred into our school budget to be put towards our photocopying expenses.
Project name:	Cultural Events, Music & Religion
Person responsible:	St. John XXIII School PC
Purpose and timelines:	Funds are raised through fundraising projects/events including, but not limited to, Halloween family dance, spring dance, poinsettia sales, spell-a-thon, strawberry basket sales, bottle drive and Mable's Labels, in order to support various programs in St. John XXIII School during that year. It will be communicated to the parents by letters being sent home through the school advising them of the fundraiser and the intended use of the revenue.
Revenue to collect:	Sale proceeds from the fundraising projects/events and money collected from the donation of bottles from parents to the bottle drive.
Items/Services to be purchased:	All funds allocated to Cultural Events, Music & Religion will be used to support fine arts presentations, the school music program, religious enhancement projects, bussing expenses and field trip fees of students from families experiencing financial hardship.
Surplus/Deficit Handling Plan:	Remaining funds at the end of the year will remain in that account for expenses in future years or to make a lump sum payment to offset any shortfalls experienced throughout the year.
Project name:	Dow Community Grant
Person responsible:	Wilson, Jeannette
Purpose and timelines:	An application is completed and submitted with a list of items that would be purchased with the funds.
Revenue to collect:	Funds received are a grant from Dow Chemical
Items/Services to be purchased:	A list is submitted with the grant application and the funds must be used to purchase those items - eg. Smart Boards, Document cameras
Surplus/Deficit Handling Plan:	Dow Chemical is provided with a copy of invoices for the items purchased.
Project name:	ECS C/R Materials & Supplies
Person responsible:	ECS Team Teachers
Purpose and	Consumables and replenishment of concrete materials that support

timelines:	curriculum in the classroom, throughout the school year.
Revenue to collect:	Money will be taken out of the Kindergarten fees paid by ECS parents.
Items/Services to be purchased:	Consumables and replenishment of concrete materials that support curriculum in the classroom.
Surplus/Deficit Handling Plan:	Purchase start up supplies for the next years class.
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Project name:	ECS Cooking Fees
Person responsible:	ECS Team Teachers
Purpose and timelines:	The purpose of the Cooking Program is to introduce kindergarten students to the process of cooking food which allows math concepts to be learned while building an understanding of self care and confidence. The program is often related to the classroom theme or focus of the month. This will be communicated to parents through classroom newsletters. Cooking is done throughout the year on a monthly basis.
Revenue to collect:	Money will be taken out of the Kindergarten fees paid by ECS parents.
Items/Services to be purchased:	Supplies and ingredients that will be used by the children to create their monthly cooking projects. Funds may also be used for items needed for eating such as plates, cups, and napkins.
Surplus/Deficit Handling Plan:	Any surplus money will be used for purchasing food items for the Crazy Camel Carnival in June which is a year end celebration for all kindergarten classes. Parents will be informed if any cooking money is being used for the Carnival through class newsletters.
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Project name:	ECS Evidence of Learning
Person responsible:	ECS Team Teachers
Purpose and timelines:	Evidence of Learning is done throughout the school year and is constant. Students and teachers collect evidence of learning throughout the year through photographs and student work to understand how the student is doing and what they need to do next. What is the student able to do? What does the student know?
Revenue to collect:	Fees will be collected from parents.
Items/Services to be purchased:	photographs, stationary, page protectors, color printing
Surplus/Deficit Handling Plan:	Purchase of books for the classroom.
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Project name:	ECS Field Trips & Presentations
Person responsible:	ECS Team Teachers
Purpose and timelines:	Kindergarten participates in four full day field trips a year and in class presentations. Field trips and visitors are announced to parents as soon as dates are confirmed.

Revenue to collect:	Amount for field trips and class room visitors will be taken out of kindergarten school fees paid by ECS parents.
Items/Services to be purchased:	Field trip fees, in class presentation fees, and bussing required for these events.
Surplus/Deficit Handling Plan:	Purchase start up supplies such as crayons, pencils, and other consumables.
Project name:	ECS T-shirts
Person responsible:	ECS Team Teachers
Purpose and timelines:	This is a parent initiated project, in which the parents communicate to all families the option whether or not to participate in this project. Funds are usually collected in Decemeber.
Revenue to collect:	Amount will depend on the company that each parent group decides on. Money will be collected in addition to ECS fees. Only those parents willing to participate will spend money.
Items/Services to be purchased:	T-shirts.
Surplus/Deficit Handling Plan:	Reimbursement to parents.
Project name:	ECS Yearbooks
Person responsible:	ECS Team Teachers
Purpose and timelines:	This is a parent initiated project in which parents communicate to all families the options to participate in this project, the cost, and approximate delivery time. Funds are usually collected in the spring of each year.
Revenue to collect:	Amount will depend on the company that each parent group decides on. Money will be collected in addition to ECS fees. Only those parents willing to participate will spend money.
Items/Services to be purchased:	yearbooks
Surplus/Deficit Handling Plan:	Reimbursement to parents
Project name:	Foster Children Sponsorship
Person responsible:	Wilson, Jeannette
Purpose and timelines:	Our school sponsors 3 foster children through Chalice. A note is sent home in students' agendas advising parents of the fundraising event.
Revenue to collect:	Special fundraising activities put on by the students- eg. Bake sales, candy grams, silver collection at ECS Christmas party
Items/Services to be purchased:	Yearly sponsorship for 3 foster children.
Surplus/Deficit Handling Plan:	Remaining funds at the end of the year will remain in that account to pay the annual sponsorship fees for the 3 foster children in future years or to send a lump sum payment to purchase a special gift for each of their communities.

Project name:	General
Person responsible:	Wilson, Jeannette
Purpose and timelines:	This account is for all money received that is not for a specific item.
Revenue to collect:	Money received from LifeTouch for our picture rebate.
Items/Services to be purchased:	It is used to pay for school event expenses that are not paid for by the PSC nor collected from parents - eg. Choir wind-up party, Choir Festival costs, Choir Field Trip expenses, Gr. 4 Bible Presentation celebration
Surplus/Deficit Handling Plan:	Remaining funds at the end of the year will be used to offset any shortfalls in our School Generated Accounts, including Noon Hour Supervisor expenses.
Project name:	Gr. 1 Evidence of Learning
Person responsible:	Gr. 1 Team Teachers
Purpose and timelines:	Fees are required to put together the evidence of learning portfolios in order to communicate student progress with parents. At the beginning of the year through school fee invoice.
Revenue to collect:	Fees charged to parents
Items/Services to be purchased:	Binders, dividers, inserts, photo development
Surplus/Deficit Handling Plan:	Any surplus will be spent on the students.
Project name:	Gr. 1 Field Trip & Presentation
Person responsible:	Gr. 1 Team Teachers
Purpose and timelines:	Fees are required to go on field trips and to bring in educational presentation to support student learning and is directly related to Grade one curriculum.
Revenue to collect:	Fees charged to parents
Items/Services to be purchased:	Bussing and educational program fees
Surplus/Deficit Handling Plan:	Any surplus will be spent on the students.
Project name:	Gr. 1 Projects
Person responsible:	Gr. 1 Team Teachers
Purpose and timelines:	Fees are required to bring in an leader/instructor to provide hands on instruction to create projects, this will include materials.
Revenue to collect:	Fees charged to parents

Items/Services to be purchased:	Instructor, and materials
Surplus/Deficit Handling Plan:	Any surplus will be spent on the students.
Project name:	Gr. 2 Evidence of Learning
Person responsible:	Gr. 2 Team Teachers
Purpose and timelines:	Fees are required to be charged in order to cover the costs of the curriculum related to evidence of learning supplies (binder, photographs and plastic inserts) of the current school year. Fees will be communicated to parents.
Revenue to collect:	Fees charged to parents.
Items/Services to be purchased:	binders, plastic inserts, photographs
Surplus/Deficit Handling Plan:	Remaining funds at the end of the year will be used for an end of the year party for the grade 2 students. Parents will be informed of this intent in a newsletter.
Project name:	Gr. 2 Field Trip & Presentation
Person responsible:	Gr. 2 Team Teachers
Purpose and timelines:	Fees are required to be charged in order to cover the costs of the curriculum related field trips and presentations of the current school year. Fees will be communicated in writing regarding the fieldtrips and presentations that the grade 2 students will be participating in.
Revenue to collect:	Fees charged to parents.
Items/Services to be purchased:	transportation, admission and material fees
Surplus/Deficit Handling Plan:	Remaining funds at the end of the year will be used for an end of the year party for the grade 2 students. Parents will be informed of this intent in a newsletter.
Project name:	Gr. 2 Projects
Person responsible:	Gr. 2 Team Teachers
Purpose and timelines:	Fees are required to be charged in order to cover the costs of the curriculum related to grade 2 projects of the current school year. Fees will be communicated to parents.
Revenue to collect:	Fees charged to parents.
Items/Services to be purchased:	transportation, materials and supplies for projects
Surplus/Deficit Handling Plan:	Remaining funds at the end of the year will be used for an end of the year party for the grade 2 students. Parents will be informed of this intent in a

newsletter.

Project name:	Gr. 3 Evidence of Learning
Person responsible:	Gr. 3 Team Teachers
Purpose and timelines:	Fees are required to be charged in order for students to have a place to showcase their learning and growth. Fees will be collected, at the beginning of the year, in order to cover the following costs: binders, dividers, page protectors, photo development, colored paper and color printing costs.
Revenue to collect:	Fees charged to parents who have not all ready purchased the above items.
Items/Services to be purchased:	Binders, dividers, page protectors, photo development, colored paper, printing done on color printer
Surplus/Deficit Handling Plan:	Remaining funds will be used for an end of the year party, and parents will be notified via an email or newsletter.

Project name:	Gr. 3 Field Trip & Presentation
Person responsible:	Gr. 3 Team Teachers
Purpose and timelines:	Fees are required to be charged in order for students to participate in various field trips Fees will be sent to parents of the students in a newsletter, indicating the breakdown of the fees to be charged.
Revenue to collect:	Fees charged to parents.
Items/Services to be purchased:	Instructional time, transportation, materials
Surplus/Deficit Handling Plan:	Remaining funds will be used to offset the cost of potential future field trips and or projects.

Project name:	Gr. 3 Projects
Person responsible:	Gr. 3 Team Teachers
Purpose and timelines:	Fees are required to be charged in order for students to participate in various projects Fees will be sent to parents of the students in a newsletter, indicating the breakdown of the fees to be charged.
Revenue to collect:	Fees charged to parents.
Items/Services to be purchased:	Instructional time, transportation, materials
Surplus/Deficit Handling Plan:	Remaining funds will be used to offset the cost of potential future field trips and or projects.

Project name:	Gr. 3 Recreational Swimming
Person responsible:	Gr. 3 Team Teachers
Purpose and timelines:	Fees are required to be charged in order for students to participate in recreational swimming. At the beginning of the year, fees will be sent to parents of the students in a newsletter, indicating the breakdown of the

	fees charged.
Revenue to collect:	Fees charged to parents.
Items/Services to be purchased:	Pool rental, lifeguarding fees and transportation costs.
Surplus/Deficit Handling Plan:	Remaining funds will be used to offset the cost of potential future field trips and or projects.
Project name:	Gr. 4 Evidence of Learning
Person responsible:	Grade 4 Team Teachers
Purpose and timelines:	Fees are required to be charged in order for students to have a place to showcase their learning and growth. Fees will be collected, at the beginning of the year, in order to cover the following costs: binders, dividers, page protectors, photo development, colored paper and color printing costs.
Revenue to collect:	Fees charged to parents who have not all ready purchased the above items.
Items/Services to be purchased:	Binders, dividers, page protectors, photo development, colored paper, printing done on color printer
Surplus/Deficit Handling Plan:	Remaining funds will be used for an end of the year party, and parents will be notified via an email or newsletter.
Project name:	Gr. 4 Field Trip & Presentation
Person responsible:	Gr. 4 Team Teachers
Purpose and timelines:	Field trips and In - school presentations enhance the authentic learning experiences for Grade 4 students.
Revenue to collect:	Fees charged to parents
Items/Services to be purchased:	Cost of presenters, bussing, admission fees
Surplus/Deficit Handling Plan:	Remaining funds will at the end of the year will be used for an end of the year party for the class. Parents will be informed of this intent in a newsletter.
Project name:	Gr. 4 Recreational Swimming
Person responsible:	Grade 4 Team Teachers
Purpose and timelines:	Fees are required to be charged in order for students to participate in recreational swimming. At the beginning of the year, fees will be sent to parents of the students in a newsletter, indicating the breakdown of the fees charged.
Revenue to collect:	Fees charged to parents.
Items/Services to be purchased:	Pool rental and transportation costs.
Surplus/Deficit	Remaining funds will be used to offset the cost of potential future field

Handling Plan:	trips and or projects.
Project name:	Headphones General
Person responsible:	Wilson, Jeannette
Purpose and timelines:	Headphones are required for each Gr. 1-4 student be used in class with listening centres and computes.
Revenue to collect:	Fees charged to parents.
Items/Services to be purchased:	Headphones
Surplus/Deficit Handling Plan:	Remaining funds at the end of the year will be transferred into our General Account because the amount remaining will be minimal as we have charged parents our cost only.
Project name:	Health and Wellness
Person responsible:	St. John XXIII School PC
Purpose and timelines:	Funds are raised through fundraising projects/events including, but not limited to, Halloween family dance, spring dance, poinsettia sales, spell-a-thon, strawberry basket sales, bottle drive and Mable's Labels, in order to support various programs in St. John XXIII School during that year. It will be communicated to the parents by letters being sent home through the school advising them of the fundraiser and the intended use of the revenue.
Revenue to collect:	Sale proceeds from the fundraising projects/events and money collected from the donation of bottles from parents to the bottle drive.
Items/Services to be purchased:	All funds allocated to Health and Wellness will be used to support projects that enhance the physical health and well being of the students, including, but not limited to the apple program, milk program, hot lunches, skill building activities and special presentations on Health and Wellness.
Surplus/Deficit Handling Plan:	Remaining funds at the end of the year will remain in that account for expenses in future years or to make a lump sum payment to offset any shortfalls experienced throughout the year.
Project name:	Hot Lunch Program
Person responsible:	St. John XXIII School PC
Purpose and timelines:	Funds are raised through the sale of pre-ordered on-line hot lunches, which provide every student in Gr. 1-4 the opportunity to have a specialty hot lunch in St. John XXIII School during that year. It will be communicated to the parents by letters being sent home through the school advising them of the sign-up procedures as well as through e-mails.
Revenue to collect:	Revenue is collected from the Hot Lunch orders submitted by parents. "All funds allocated to Community Relations will be used to support special student, staff and family projects including, but not limited to Gr. 4 banner, Gr. 1-4 yearbook, staff appreciation and retirements, classroom supplies, Welcome Back breakfast and memorials. All funds allocated to Community Relations will be used to support special student, staff and

Items/Services to be purchased: family projects including, but not limited to Gr. 4 banner, Gr. 1-4 yearbook, staff appreciation and retirements, classroom supplies, Welcome Back breakfast and memorials. All proceeds from the Hot Lunch Program will be used to support fine arts presentations, the school music program, religious enhancement projects, bussing expenses and field trip fees of students from families experiencing financial hardship."

Surplus/Deficit Handling Plan: Remaining funds at the end of the year will remain in that account for expenses in future years or to make a lump sum payment to offset any shortfalls experienced throughout the year.

Project name: Jump Rope for Heart

Person responsible: Morin, Lisa

Purpose and timelines: Fundraiser for Heart & Stroke Foundation

Revenue to collect: Donations collected by students.

Items/Services to be purchased: Donations are sent to Heart & Stroke Foundation and in return a small percentage is returned to the school for Phys Ed Equipment.

Surplus/Deficit Handling Plan: No surplus or deficit at the end of the project, as all funds collected are forwarded to the Heart & Stroke Foundation.

Project name: Kanga Pouches

Person responsible: Wilson, Jeannette

Purpose and timelines: Kanga Pouches are used by students to take home notes, agendas, reading books, etc.

Revenue to collect: Fees charged to parents

Items/Services to be purchased: Kanga Pouches

Surplus/Deficit Handling Plan: Remaining funds at the end of the year will be used to purchase more Kanga Pouches.

Project name: Library

Person responsible: Buban, May-Lee

Purpose and timelines: Book Fair and Lost or Damaged Library Material Fines

Revenue to collect: Funds are collected during our annual Book Fair for books purchased, and funds are collected from staff and students for damaged or lost library materials.

Items/Services to be purchased: Revenue collected during the Book Fair goes directly to the book vendor to cover their inventory costs. In return, we receive credit towards new resources for our library and classrooms. Funds collected for lost or damaged library materials goes directly to purchasing replacement materials.

Surplus/Deficit

Handling Plan: In the event of a surplus, library books will be purchased.

Project name: Library Bags

Person responsible: Buban, May-Lee

Purpose and timelines: Each child will receive, at the start of the school year, a protective plastic bag for their library loans. This will ensure library materials are protected to and from school, especially from water bottles and lunches.

Revenue to collect: Fee to be charged to parents.

Items/Services to be purchased: Protective plastic bags.

Surplus/Deficit Handling Plan: Funds collected should be equal to the cost of the bags provided.

Project name: Literacy and Library

Person responsible: St. John XXIII School PC

Purpose and timelines: Funds are raised through fundraising projects/events including, but not limited to, Halloween family dance, spring dance, poinsettia sales, spell-a-thon, strawberry basket sales, bottle drive and Mable's Labels, in order to support various programs in St. John XXIII School during that year. It will be communicated to the parents by letters being sent home through the school advising them of the fundraiser and the intended use of the revenue.

Revenue to collect: Sale proceeds from the fundraising projects/events and money collected from the donation of bottles from parents to the bottle drive.

Items/Services to be purchased: All funds allocated to Literacy and Library will be used to support literacy projects and the purchase of new library books and/or supplies.

Surplus/Deficit Handling Plan: Remaining funds at the end of the year will remain in that account for expenses in future years or to make a lump sum payment to offset any shortfalls experienced throughout the year.

Project name: Lunch Program

Person responsible: Wilson, Jeannette

Purpose and timelines: The Ft. Saskatchewan Food Gatherers provide funds to pay for lunches and snacks for students who are in need.

Revenue to collect: It was a donation by the Ft. Saskatchewan Food Gatherers and we submit a bill to them each year to reimburse the account with monies spent.

Items/Services to be purchased: Healthy snacks

Surplus/Deficit Handling Plan: Remaining funds at the end of the year will remain in this account for the next year.

Project name: Milk Program

Person responsible: St. John XXIII School PC

Funds are raised through the sale of pre-ordered milk, which provides

Purpose and timelines:	every student in Gr. 1-4 the opportunity to have milk with their lunch on Mondays, Wednesdays and Fridays, in St. John XXIII School during the entire school year. It will be communicated to the parents by letters, containing program information and order form, being sent home through the school with the students.
Revenue to collect:	Revenue is collected from the milk orders submitted by parents.
Items/Services to be purchased:	Moo Club Reward prizes will be purchased for students from the proceeds of the Milk Program. All excess proceeds will be used to support fine arts presentations, the school music program, religious enhancement projects, bussing expenses and field trip fees of students from families experiencing financial hardship.
Surplus/Deficit Handling Plan:	Remaining funds at the end of the year will remain in that account for expenses in future years or to make a lump sum payment to offset any shortfalls experienced throughout the year.
Project name:	My Writing Book
Person responsible:	Wilson, Jeannette
Purpose and timelines:	My Writing Books are required for each Gr. 1 & 2 student be used in their language arts program.
Revenue to collect:	Fees charged to parents.
Items/Services to be purchased:	"My Writing Books" books
Surplus/Deficit Handling Plan:	Remaining funds at the end of the year will remain in the account and new books will be bought.
Project name:	Noon Hour Supervision
Person responsible:	Wilson, Jeannette
Purpose and timelines:	Fees are required to be charged to parents to pay for Noon Hour Supervision of their children over the lunch hour.
Revenue to collect:	Fees charged to parents
Items/Services to be purchased:	Salaries for Noon Hour Supervisors
Surplus/Deficit Handling Plan:	Remaining funds at the end of the year will be carried over to the next year to minimize/subsidize the rising cost to parents for the next year.
Project name:	Out Door Learning Commons
Person responsible:	Corrigan, Paul
Purpose and timelines:	An application is completed and submitted with a list of items that would be purchased with the funds. A grant has been procured from TD Friends of the Environment Foundation TDFEF. All items should be purchased by Oct. 2015.
Revenue to	Funds received are a grant from TDFEF for \$3600.00

collect:

Items/Services to be purchased: A list is submitted with the grant application and the funds must be used to purchase those items - eg. Picnic Tables, Plants, Soil, Wood. Etc.

Surplus/Deficit Handling Plan: TDFEF is provided with a copy of invoices for the items purchased.

Project name: Recorders

Person responsible: Cyca, Nicole

Purpose and timelines: Fees will be charged to parents for children ordering a recorder through the school. (Parents have the choice of purchasing a recorder for their child on their own or ordering one through the school)

Revenue to collect: Recorder costs charged to parents who are ordering a recorder for their child through the school.

Items/Services to be purchased: Recorders for children who ordered

Surplus/Deficit Handling Plan: Parents are charged the exact cost of the recorder. There will not be a surplus or deficit at the end of the project.

Project name: Social Justice Projects

Person responsible: Wilson, Jeannette

Purpose and timelines: Our school, will participate in various social justice activities such as but not limited to, supporting sponsor children and working with refugee programs. A note is sent home in students' agendas advising parents of each of the fundraising events.

Revenue to collect: Special fundraising activities put on by the students and staff- eg. Bake sales, candy grams, silver collection at ECS Christmas party, VIP Parking and Christmas Concert Seats Raffle

Items/Services to be purchased: All funds will be donated to Our Lady of the Angels Parish for the refugee family.

Surplus/Deficit Handling Plan: Remaining funds at the end of the year will remain in that account to sponsor expenses for the family in future years or to make a lump sum payment to purchase a special item.

Project name: Sort & Transfer Bks and Writing Dictionaries

Person responsible: Wilson, Jeannette

Purpose and timelines: Sort & Transfer Books and Writing Dictionaries are required for each Gr. 1 & 2 student be used in their language arts program.

Revenue to collect: Fees charged to parents.

Items/Services to be purchased: "Sort & Transfer Books" and "Writing Dictionary" books

Surplus/Deficit Handling Plan: Remaining funds at the end of the year will remain in the account and new books will be bought.

Project name: Student Leadership

Person responsible:	Corrigan, Paul
Purpose and timelines:	Project is to create leadership capacity in students, while supporting the goals and community spirit of the school.
Revenue to collect:	Special fundraising activities put on by the students of the Leadership group as well as excess funds raised in 2014-2015 school year from the raffle for Lucy's Painting
Items/Services to be purchased:	Funds will be used to include but not limited to the purchase of clothing for the Leadership group members, fees for retreats, various celebration expenses,
Surplus/Deficit Handling Plan:	Remaining funds at the end of the year will remain in that account to be used as a start-up fund for the program in the next school year.
Project name:	Student Planner
Person responsible:	Wilson, Jeannette
Purpose and timelines:	Student Planners are required for each Gr. 1-4 student be used for communicating between the teacher and parents.
Revenue to collect:	Fees charged to parents.
Items/Services to be purchased:	Student Planners
Surplus/Deficit Handling Plan:	Remaining funds at the end of the year will be transferred into our General Account because the amount remaining will be minimal as we have charged parents our cost only.
Project name:	Technology
Person responsible:	St. John XXIII School PC
Purpose and timelines:	An application is completed and submitted with a list of items that would be purchased with the funds. Funds are also raised through fundraising projects/events including, but not limited to, Halloween family dance, spring dance, poinsettia sales, spell-a-thon, strawberry basket sales, bottle drive and Mable's Labels, in order to support various programs in St. John XXIII School during that year. It will be communicated to the parents by letters being sent home through the school advising them of the fundraiser and the intended use of the revenue.
Revenue to collect:	Monies received through grants as well as the sale proceeds from the fundraising projects/events and money collected from the donation of bottles from parents to the bottle drive.
Items/Services to be purchased:	A list is submitted with the grant application and the funds must be used to purchase those specified items. Any other funds allocated to Technology will be used to purchase new technology items, including, but not limited to the Projector Sound System for the gym.
Surplus/Deficit Handling Plan:	Any remaining funds from additional allocations at the end of the year will remain in that account for expenses in future years or to make a lump sum payment to offset any shortfalls experienced throughout the year.
Project name:	Terry Fox

Person responsible:	Wilson, Jeannette
Purpose and timelines:	Fundraiser for The Terry Fox Foundation
Revenue to collect:	Donations collected by students.
Items/Services to be purchased:	All donations are sent to The Terry Fox Foundation.
Surplus/Deficit Handling Plan:	No surplus or deficit at the end of the project, as all funds collected are forwarded to The Terry Fox Foundation.