

Project Plan Summary



Our Lady Of Mount Pleasant Catholic School

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Principal: Mr. Joe Kucy

Project name: AAEP-Art, Athletic Enrichment Program
Person responsible: Kucy, Joe
Purpose and timelines: Donors and anyone contributing to fundraising activities will be made aware that funds will go toward our Arts and Athletic enrichment programs.
Revenue to collect: Funds will be obtained through donations and fundraising activities.
Items/Services to be purchased: Money will be used to showcase our arts programs and our athletics for advancements to divisionals, zones or provincials
Surplus/Deficit Handling Plan: Surplus will remain to enhance future art and athletic programs

Project name: Badminton 10-12
Person responsible: Popowich, Ryan
Purpose and timelines: An information package is given to athletes and parents at the start of the season.
Revenue to collect: An initial fee is collected from students as well as a "pay as you go" fee for advancements.
Items/Services to be purchased: Tournament fees, equipment and transportation costs.
Surplus/Deficit Handling Plan: Surplus funds will be used for replacement equipment.

Project name: Badminton 5-9
Person responsible: Admin, CTS
Purpose and timelines: An information package will be given to the students at the start of the season.
Revenue to collect: Students will pay a participation fee and further "pay as you go" fees may be collected for advancements.
Items/Services to be purchased: Entry fees, equipment and transportation.
Surplus/Deficit Handling Plan: Once all equipment is replaced or repaired, the balance will remain in the account for the next year's program

Project name: Basketball - Junior Varsity Boys
Person responsible: Admin, CTS
Purpose and timelines: Athletes will be given an information package at the start of the season
Revenue to collect: Students will be invoiced at the start of the season
Items/Services to be purchased: Entry fees, ref and league fees, transportation and equipment

Surplus/Deficit Handling Plan: Surplus of funds will be transferred to our Athletics Program to enhance the athletic program at OLMP

Project name: Basketball HS Boys

Person responsible: Murphy, Darby

Purpose and timelines: An information package is given to athletes and parents at the start of the season.

Revenue to collect: Team fees are collected from each player at the start of the season. Fundraising activities may be necessary to support the team's budget.

Items/Services to be purchased: Entry fees, league fees, transportation, officials costs, equipment and team clothing.

Surplus/Deficit Handling Plan: Surplus of funds will be transferred to the Team Sports-Discretionary Fund account.

Project name: Basketball HS Girls

Person responsible: Popowich, Ryan

Purpose and timelines: An information package is given to athletes and parents at the start of the season.

Revenue to collect: Team fees are collected from each player at the start of the season. Fundraising activities may be required to support the team's budget.

Items/Services to be purchased: Entry fees, league fees, transportation, officials costs, equipment and team clothing.

Surplus/Deficit Handling Plan: Surplus of funds will be transferred to the Team Sports-Discretionary Fund account.

Project name: Basketball JH Boys

Person responsible: Elliott, Kevin

Purpose and timelines: An information package is given to athletes and parents at the start of the season.

Revenue to collect: Team fees are collected from each player at the start of the season. Fundraising activities may be necessary to support the team's budget.

Items/Services to be purchased: Entry fees, league fees, transportation, officials costs, equipment and team clothing.

Surplus/Deficit Handling Plan: Surplus of funds will be transferred to the Team Sports-Discretionary Fund account.

Project name: Basketball JH Girls

Person responsible: Reinhart, Jaymie

Purpose and timelines: An information package is given to athletes and parents at the start of the season.

Revenue to collect: Team fees are collected from each player at the start of the season. Fundraising activities may be necessary to support the team's budget.

Items/Services to be purchased: Entry fees, league fees, transportation, officials costs, equipment and team clothing.

Surplus/Deficit Handling Plan: Surplus of funds will be transferred to the Team Sports-Discretionary Fund account.

Project name: Basketball Junior Varsity - Girls

Person responsible: Admin, CTS

Purpose and timelines: Athletes will be given an information package at the start of the season

Revenue to collect: Students will be invoiced at the start of the season
Items/Services to be purchased: Entry fees, ref and league fees, transportation and replacement equipment
Surplus/Deficit Handling Plan: Surplus of funds will be transferred to the Athletics Program to further enhance the athletic program at OLMP

Project name: Commissions/Rental
Person responsible: Kucy, Joe
Purpose and timelines: Companies provide payment to OLMP.
Revenue to collect: Vending machine commission, school photo commission and gym rental.
Items/Services to be purchased: Funds are applied to various activities and projects throughout the year.
Surplus/Deficit Handling Plan: Surplus funds will be carried over for future activities and projects.

Project name: Concession
Person responsible: Kramer, Diane
Purpose and timelines: Concession items and prices are posted.
Revenue to collect: Voluntary purchase of concession items by students and staff.
Items/Services to be purchased: Concession items are purchased with the funds.
Surplus/Deficit Handling Plan: All concession profits are used to purchase various items or equipment needed at OLMP.

Project name: Cross Country Running
Person responsible: Wispinski, Dan
Purpose and timelines: Information on all events are given to participants at the start of the season.
Revenue to collect: A fee is collected from students.
Items/Services to be purchased: Transportation to and from the events.
Surplus/Deficit Handling Plan: Any surplus of funds will be transferred to the Team Sports-Discretionary Fund account.

Project name: CTF - Drama
Person responsible: Froehler, Lana Marie
Purpose and timelines: The students will be given a course outline.
Revenue to collect: Students will pay a fee.
Items/Services to be purchased: Costumes, make-up, plays, stage materials and props.
Surplus/Deficit Handling Plan: Surplus of funds will be used to purchase props, costumes and other items to enhance the drama program.

Project name: CTF - Foods
Person responsible: Jolene Szott
Purpose and timelines: The purpose is to implement the Foods guide and will be communicated with the registration guide.
Revenue to collect: Students will be invoiced at the beginning of the year.

Items/Services to be purchased:	Groceries and other materials needed for food preparation.
Surplus/Deficit Handling Plan:	Surplus of funds will be used to purchase non perishable items.
Project name:	CTF - Leadership
Person responsible:	Rodin, Helen
Purpose and timelines:	Fees are charged as part of school option fees to cover any costs incurred through service projects within our community.
Revenue to collect:	Students are invoiced at the beginning of the school year.
Items/Services to be purchased:	Various supplies for service projects agreed upon by students at the discretion of the teacher and transportation costs to our community projects.
Surplus/Deficit Handling Plan:	Any surplus of funds will be used for a service project agreed upon by the students at the discretion of the teacher.
Project name:	CTF - Outdoor Education
Person responsible:	Popowich, Ryan
Purpose and timelines:	A course outline is given to students outlining the various trips and activities. Any extra trip costs will be outlined in the field trip forms that go home with students prior to the field trip.
Revenue to collect:	Students are invoiced at the beginning of the year.
Items/Services to be purchased:	Transportation costs, facility rentals, admissions, instructors, equipment, equipment rental and additional costs for field trips and camping trips, ie) food and supplies.
Surplus/Deficit Handling Plan:	Any surplus of funds will be carried over for the following year.
Project name:	CTF - Personal Fitness
Person responsible:	Szott, Jolene
Purpose and timelines:	Students will be given a course outline.
Revenue to collect:	Students will be invoiced upon enrollment in the course.
Items/Services to be purchased:	Fees will allow students training and utilization of the fitness room and its equipment. Fees will also cover the cost of off campus activities and transportation to various venues.
Surplus/Deficit Handling Plan:	Surplus of funds go toward equipment repairs/replacement and the purchase of sanitary wipes.
Project name:	CTF Food - Cake Decorating
Person responsible:	Rodin, Helen
Purpose and timelines:	A course outline is given to students.
Revenue to collect:	Students are invoiced for option classes at the start of the school year.
Items/Services to be purchased:	Cake and cookie ingredients and decorating supplies.
Surplus/Deficit Handling Plan:	Surplus of funds will be used to purchase decorating supplies.
Project name:	CTF-Art
Person responsible:	Kate Wagner
Purpose and	Funds will be collected to purchase supplies for art.

timelines:

Revenue to collect: Students will pay a fee.

Items/Services to be purchased: Art supplies (paint, paper, brushes, etc).

Surplus/Deficit Handling Plan: Surplus of funds will be used to replenish art supplies.

Project name: CTF-Golf Skills

Person responsible: Admin, CTS

Purpose and timelines: A course outline will be given to the students

Revenue to collect: Students will be invoiced

Items/Services to be purchased: Golf instruction, green fees, transportation and equipment

Surplus/Deficit Handling Plan: A surplus of funds will be carried forward to enhance the golf program

Project name: CTF-Sports Performance 15/25/35

Person responsible: Dupre, Richard

Purpose and timelines: Students will be given a course outline.

Revenue to collect: Students are invoiced upon enrollment.

Items/Services to be purchased: Fees will cover the cost of off campus activities and transportation costs to various venues.

Surplus/Deficit Handling Plan: Surplus of funds will be used to replenish supplies lost or damaged equipment

Project name: CTF-STEAM

Person responsible: Admin, CTS

Purpose and timelines: Students will be informed of the outline for STEAM (Science Technology Engineering Art Math)

Revenue to collect: Students will be invoiced

Items/Services to be purchased: Materials for each section will be purchased

Surplus/Deficit Handling Plan: Surplus of funds will be used to replenish supplies

Project name: CTF-Woods/Construction

Person responsible: Admin, CTS

Purpose and timelines: Students will be given a course outline

Revenue to collect: Students will pay a fee.

Items/Services to be purchased: Lumber, glue, nails and materials, small equipment.

Surplus/Deficit Handling Plan: Surplus of funds will be used to replenish materials and repair/maintenance of equipment

Project name: CTF/CTS Comm Tech

Person responsible: Smith, Kristy

Purpose and timelines: A course outline will be provided to students.

Revenue to collect: Fees will be collected from students.

Items/Services to be purchased: Comm Tech supplies (paper, ink, screening, fabric,etc)

Surplus/Deficit Handling Plan: Surplus of funds will be used to replenish commtech supplies

Project name: CTF/CTS Cosmetology

Person responsible: Szott, Jolene

Purpose and timelines: Students enrolled in this option will be invoiced a course fee.

Revenue to collect: Student fees are collected.

Items/Services to be purchased: Cosmetic/beauty supplies, tools and equipment.

Surplus/Deficit Handling Plan: Any surplus funds will be used to purchase additional supplies

Project name: CTS - Drama

Person responsible: deKock, Desiree

Purpose and timelines: Fees are required to cover the cost of scripts, costumes, props and theatre rental costs may be necessary.

Revenue to collect: Fees are charged to students for drama and or special projects at the beginning of the School Year. In the event of a production, tickets may also be sold.

Items/Services to be purchased: Scripts, costumes, props, prosthetics, and all costs related to a theatre production.

Surplus/Deficit Handling Plan: Any remaining funds will be used to purchase and replace costumes and the balance will be transferred to the CTS/CTF Discretionary Fund.

Project name: CTS - Foods

Person responsible: Reinhart, Chris

Purpose and timelines: The purpose is to implement the Foods Curriculum and will be communicated with the registration guide.

Revenue to collect: Students will be invoiced at the beginning of the school year.

Items/Services to be purchased: Consumables to run the foods program.

Surplus/Deficit Handling Plan: Surplus funds go toward the CTS/CTF Discretionary Fund.

Project name: CTS - HS Leadership

Person responsible: Smith, Kristy

Purpose and timelines: Fees are collected as part of school option fees to cover any costs incurred through our service projects within our community.

Revenue to collect: Students will be invoiced at the beginning of the school year.

Items/Services to be purchased: This fee will support leadership activities, speakers and student projects.

Surplus/Deficit Handling Plan: Surplus funds will remain in this project for future student activities and community service projects.

Project name: CTS - PE 10/20/30

Person responsible: Enright, Stephen

Purpose and timelines: An information package is given to students indicating the course outline.

Revenue to collect:	Students are invoiced at the beginning of the school year.
Items/Services to be purchased:	Fees will cover the cost of off campus facilities rentals or admissions and transportation costs associated with these activities, guest speakers and instructors, athletic fees, equipment and equipment replacement costs.
Surplus/Deficit Handling Plan:	Surplus of funds will be used to replace equipment or carried over for the following year.
Project name:	CTS - Stained Glass
Person responsible:	Clarkson, Cheryl
Purpose and timelines:	A course outline will be provided to students.
Revenue to collect:	Students will be invoiced at the beginning of the school year.
Items/Services to be purchased:	Glass, solder, wire and all other supplies needed for students to complete their projects.
Surplus/Deficit Handling Plan:	Any surplus of funds will remain in this project to replenish supplies.
Project name:	CTS-Art
Person responsible:	Smith, Kristy
Purpose and timelines:	Funds will be collected for school supplies (paint, paper, brushes, etc)
Revenue to collect:	Fees will be collected from students.
Items/Services to be purchased:	Art Supplies
Surplus/Deficit Handling Plan:	Any surplus funds will be used to purchase art supplies.
Project name:	CTS-Construction/Fabrication
Person responsible:	Wispinski, Dan
Purpose and timelines:	This would be part of the course outline. Students will be informed of the projects they can create to take home.
Revenue to collect:	Students are invoiced at the beginning of the school year.
Items/Services to be purchased:	Lumber, materials, hardware and repairs and maintenance to equipment.
Surplus/Deficit Handling Plan:	Surplus of funds will be used to replenish supplies and repairs and maintenance of equipment.
Project name:	CTS-Creative Writing
Person responsible:	Admin, CTS
Purpose and timelines:	A guideline will be given to students
Revenue to collect:	Students will be invoiced
Items/Services to be purchased:	Materials, design packages and publication of potential submissions, entry fee and transportation to meet authors
Surplus/Deficit Handling Plan:	Surplus of funds will be reimbursed to the students
Project name:	CTS-Sports Performance/Fitness
Person responsible:	Dupre, Richard
Purpose and timelines:	Students will receive a course description and outline.

Revenue to collect: Students will be invoiced the course fee upon enrollment.
Items/Services to be purchased: Fees will allow students training and utilization of the fitness room and its equipment. Fees will cover the costs of off campus activities as well as the transportation costs to various venues.
Surplus/Deficit Handling Plan: Surplus of funds will replenish equipment and supplies and do any repairs of damaged equipment.

Project name: CTS/CTF Discretionary Fund
Person responsible: Kucy, Joe
Purpose and timelines: It will be stated in information packages provided to students in CTS /CTF courses.
Revenue to collect: Prior to any funds being transferred from a CTF/CTS project, a review of the current budget and the proposed budget for the following year will be conducted.
Items/Services to be purchased: Equipment and supplies to strengthen our CTS/CTF programs will be purchased.
Surplus/Deficit Handling Plan: Funds will go toward various CTF/CTS programs that require funding.

Project name: Curling
Person responsible: Kucy, Joe
Purpose and timelines: An information package will be given to participants at the start of the season.
Revenue to collect: A nominal fee will be paid by participants for rental of apparel and supplies. Students will pay on a "pay as you go basis" for entry to tournaments.
Items/Services to be purchased: Funds collected will go toward apparel, supply replacement and bussing and ice rental.
Surplus/Deficit Handling Plan: Surplus funds will be transferred to the Team Sports Discretionary Fund Account.

Project name: Donations
Person responsible: Twitchell, Lorinda
Purpose and timelines: Community members and parents make donations.
Revenue to collect: Donations.
Items/Services to be purchased: If specified by the donor, purchases are made accordingly, otherwise donations are used for supplies and activities that benefit the students.
Surplus/Deficit Handling Plan: Surplus funds will be carried forward and used for the benefit of the students.

Project name: Environmental Club
Person responsible: Wispinski, Dan
Purpose and timelines: Raise funds through recycling. Keep school clean of bottles, paper and all recycling.
Revenue to collect: Recycle school bottles and cans. Students may need to pay a portion of the enviro group's year end trip
Items/Services to be purchased: Funds are used to purchase recycle bins and any items needed to make our school environmentally friendly.
Surplus/Deficit Handling Plan: Any remaining funds are carried over to the next school year.

Project name: Field Trips

Person responsible:	Kucy, Joe
Purpose and timelines:	Letters will be sent home with students stating the details and cost of the field trip.
Revenue to collect:	Funds to cover the cost of the field trip and transportation.
Items/Services to be purchased:	Field trip expenses, admissions and transportation.
Surplus/Deficit Handling Plan:	Costs of field trips are estimated closely, however, any remaining funds would remain in this project to cover costs for students that can't afford the fee.
Project name:	General
Person responsible:	Twitchell, Lorinda
Purpose and timelines:	This project is used for any financials that are not specific to any project.
Revenue to collect:	Money is deposited to this account as required.
Items/Services to be purchased:	Expenses are made out of this account as required.
Surplus/Deficit Handling Plan:	Surplus funds will be carried forward and distributed according to the needs of the students or school.
Project name:	Golf
Person responsible:	Kucy, Joe
Purpose and timelines:	An information package is given to athletes and parents at the start of the season.
Revenue to collect:	An initial fee is collected from students as well as a "pay as you go" fee for advancements.
Items/Services to be purchased:	Course fees and transportation costs.
Surplus/Deficit Handling Plan:	Surplus funds will be carried forward to enhance the golf program.
Project name:	Graduation
Person responsible:	Sych, Mark
Purpose and timelines:	All graduating students will be assessed the Graduation Fee.
Revenue to collect:	Graduating students will be invoiced at the beginning of the school year.
Items/Services to be purchased:	The graduation fee is used to support all Grad activities and expenses such as banquet ticket, facility rental, decorations, etc.
Surplus/Deficit Handling Plan:	Unused funds will go into a Grad legacy fund to purchase a legacy item for the school from the graduating class.
Project name:	Graduation Legacy
Person responsible:	Sych, Mark
Purpose and timelines:	All graduating students and their parents will be informed of this legacy project.
Revenue to collect:	Any funds remaining in the Graduation account will be transferred to the Legacy account.
Items/Services to be purchased:	A gift from the graduating class for the school.
Surplus/Deficit Handling Plan:	Any surplus will be carried forward to the next year and used toward the graduating class gift for OLMP.

Project name: Handball - HS
Person responsible: Dupre, Richard
Purpose and timelines: An information package will be given to students at the start of the season
Revenue to collect: All participants will be charged a fee. Fundraising activities may be necessary so support the team's budget
Items/Services to be purchased: Transportation tournaments, tournament entry fees, hotel accommodations and equipment
Surplus/Deficit Handling Plan: If there is a substantial surplus, the surplus will be equally reimbursed to any athletes that paid fees. Athletes will be informed that deficits may need to be covered by fundraising activities

Project name: HS Football
Person responsible: Kucy, Joe
Purpose and timelines: Information package is given to athletes and parents at the start of the season.
Revenue to collect: Team fees are collected from each player at the start of the season. Fundraising activities may be necessary to support the team's budget.
Items/Services to be purchased: League fees, transportation, officials costs, equipment and uniforms.
Surplus/Deficit Handling Plan: If any funds remain after all equipment is replaced or repaired, the balance will be transferred into the Team Sports-Discretionary Fund.

Project name: JH B Team
Person responsible: Dupre, Richard
Purpose and timelines: An information package is given to athletes at the start of the season.
Revenue to collect: Team fees are collected from each player at the start of the season if a team is representing OLMP in a sport during the season of play. Fundraising activities may be required to support the developmental program.
Items/Services to be purchased: Tournament entry fees, league fees, transportation, officials costs, equipment/replacement of equipment and team clothing.
Surplus/Deficit Handling Plan: Surplus of funds will remain in the account for future costs related to the operation of the program.

Project name: Lost Textbooks
Person responsible: Twitchell, Lorinda
Purpose and timelines: Students are invoiced for lost textbooks or library books.
Revenue to collect: Replacement cost of the lost textbook or library book will be collected.
Items/Services to be purchased: Replacement books will be purchased.
Surplus/Deficit Handling Plan: There will not be a surplus. These funds will be used to purchase new books.

Project name: Religion
Person responsible: Murphy, Darby
Purpose and timelines: Purpose of this project is to build presence of faith related items.
Revenue to collect: There is no fee charged to students. Revenue for religion is through donations. Fundraising activities may be done in order to offset any travel/service trips

students take.

Items/Services to be purchased: Prayer table items as well as resources for the religion department.
Surplus/Deficit Handling Plan: Any surplus of funds will remain in this project to purchase faith based items.

Project name: Robotics/Coding
Person responsible: Froehler, Lana Marie
Purpose and timelines: A course outline will be given to students
Revenue to collect: Students will be invoiced upon enrollment.
Items/Services to be purchased: Robots and other robotic supplies will be purchased.
Surplus/Deficit Handling Plan: Surplus of funds will be used to replenish supplies. Any remaining balance will go to CTF/CTS discretionary fund.

Project name: Sport 4 Life
Person responsible: Popowich, Ryan
Purpose and timelines: A course outline is given to students upon enrollment, Parents can refer to a Sport 4 Life team pages website.
Revenue to collect: Students will be invoiced upon enrollment.
Items/Services to be purchased: Fees cover the costs of off campus activities and transportation to various venues, clothing and partnership fees.
Surplus/Deficit Handling Plan: Surplus of funds will be reimbursed to the parents.

Project name: Student Council
Person responsible: Smith, Kristy
Purpose and timelines: All students at OLMP pay a student council fee of 10.00
Revenue to collect: Students are invoiced at the beginning of the school year.
Items/Services to be purchased: This fee is collected to support school spirit activities, guest speakers and student projects.
Surplus/Deficit Handling Plan: Unused funds will remain in this project for future student activities and projects.

Project name: Team Sports - Discretionary Fund
Person responsible: Kucy, Joe
Purpose and timelines: It will be stated in the the team sports package that is provided to athletes and parents.
Revenue to collect: At the end of their season, each sports team's current budget and proposed budget for the following year will be reviewed to determine if they have funds to contribute to the Team Sports - Discretionary Fund.
Items/Services to be purchased: Funds will be used for athletic equipment repair and replacement, offset costs for advancement to divisionals ,zones, regionals, and provincials, travel expenses, athletic fees and uniform replacement costs.
Surplus/Deficit Handling Plan: Surplus of funds will be spent on sports teams that need equipment or uniforms and will be given to a team that incurred unexpected expenses that left their program in a deficit.

Project name: Track and Field

Person responsible: Reinhart, Chris
Purpose and timelines: An information package will be given to athletes and students at the start of the season.
Revenue to collect: An initial fee is collected from students as well as a "pay as you go" fee for advancements.
Items/Services to be purchased: Facility rental for training, track and event fees and transportation costs.
Surplus/Deficit Handling Plan: Surplus funds will be transferred to the Team Sports - Discretionary Fund.

Project name: Uniform Replacement
Person responsible: Admin, CTS
Purpose and timelines: Volleyball, basketball and handball teams will be advised that a small percentage of their team fees will be allocated to this account.
Revenue to collect: A small portion of athlete fees will be allocated to this account, as well as fundraising activities and donations through our athletics
Items/Services to be purchased: Jerseys/uniforms
Surplus/Deficit Handling Plan: The purpose of this project is to accumulate a balance that is carried forward for jersey replacement

Project name: Volleyball HS Boys
Person responsible: Popowich, Ryan
Purpose and timelines: An information package is given to athletes and parents at the start of the season.
Revenue to collect: Team fees are collected from each player at the start of the season. Fundraising activities may be necessary to support the team's budget.
Items/Services to be purchased: Entry fees, league fees, transportation, officials costs, equipment and team clothing.
Surplus/Deficit Handling Plan: Surplus of funds will be transferred to the Team Sports-Discretionary Fund account.

Project name: Volleyball HS Girls
Person responsible: Enright, Steve
Purpose and timelines: An information package is given to athletes and parents at the start of the season.
Revenue to collect: Team fees are collected from each player at the start of the season. Fundraising activities may be necessary to support the team's budget.
Items/Services to be purchased: Entry fees, league fees, transportation, officials costs, equipment and team clothing.
Surplus/Deficit Handling Plan: Surplus of funds will be transferred to the Team Sports-Discretionary Fund account.

Project name: Volleyball JH Boys
Person responsible: Dupre, Richard
Purpose and timelines: An information package is given to athletes and parents at the start of the season.
Revenue to collect: Team Fees are collected from each player at the start of the season. Fundraising activities may be necessary to support the team's budget.
Items/Services to be purchased: Entry fees, league fees, transportation, officials costs, equipment and team clothing.

Surplus/Deficit Handling Plan: Surplus of funds will be transferred to the Team Sports-Discretionary Fund account.

Project name: Volleyball JH Girls

Person responsible: Wagner, Katherine

Purpose and timelines: An information package is given to athletes and parents at the start of the season.

Revenue to collect: Team fees are collected from each player at the start of the season. Fundraising activities may be required to support the team's budget.

Items/Services to be purchased: Entry fees, league fees, transportation, officials costs, equipment and team clothing.

Surplus/Deficit Handling Plan: Surplus of funds will be transferred to the Team Sports-Discretionary Fund account.

Project name: Yearbook

Person responsible: Hrycaj, Julia

Purpose and timelines: Stakeholders are communicated through paper notices and website links.

Revenue to collect: Voluntary purchase of yearbook by students/parents/guardians and staff.

Items/Services to be purchased: Yearbooks.

Surplus/Deficit Handling Plan: Remaining funds will be used to purchase or replace technology equipment as required.