

Project Plan Summary



Our Lady Of Mount Pleasant Catholic School

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Principal: Kevin Elliott

Project name: ASLC
 Person responsible: Terlesky, Daniette
 Purpose and timeliness: Students participating in the Alberta Student Leadership conference will be given information.
 Revenue to collect: Students will be charged for the cost of the trip. High School Leadership fundraising money specific to this trip will be divided amongst the participants.
 Items/Services to be purchased: The trip will be cost be recovery only-hotels, travel, admission, etc.
 Surplus/Deficit Handling Plan: There will be no surplus or deficit as students are charged the cost of the trip and fundraising proceeds will be credited to them

Project name: Badminton 10-12
 Person responsible: Popowich, Ryan
 Purpose and timeliness: 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: Popowich, Ryan
 Purpose and timeliness: 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, league fees, transportation, officials costs, equipment, team clothing, uniform replacement.
 Surplus/Deficit Handling Plan: Unused funds will go to our athletics account for supplies.

Project name: Basketball HS Boys
 Person responsible: Watson, Jody
 Purpose and timeliness: 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. Students may be

required to subsidise hotel fees if the team advances to provincial play.

Items/Services to be purchased:	Entry fees, league fees, transportation, officials costs, equipment and team clothing, uniform replacement.
Surplus/Deficit Handling Plan:	Surplus of funds will go to our Athletics account for supplies and future play.

Project name:	Basketball HS 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 required to support the team's budget. Students may be required to subsidise the hotel fees if the team advances to provincial play.
Items/Services to be purchased:	Entry fees, league fees, transportation, officials costs, equipment, team clothing and uniform replacement.
Surplus/Deficit Handling Plan:	Surplus of funds will be transferred to the Athletics account for supplies and future play.

Project name:	Basketball JH Boys
Person responsible:	Ellert, Myles
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, team clothing and uniform replacement.
Surplus/Deficit Handling Plan:	Surplus of funds will be transferred to the Athletics account for supplies and future play.

Project name:	Basketball JH Girls
Person responsible:	Enright, Stephen
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, team clothing and uniform replacement.
Surplus/Deficit Handling Plan:	Surplus of funds will be transferred to the Athletics account for supplies and future play.

Project name:	Commissions/Rental
Person responsible:	Elliott, Kevin
Purpose and timelines:	Companies provide payment to OLMP.
Revenue to collect:	Vending machine commission, school photo commission, driver's training.
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
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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 5-6

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 events, entry fees, pinnies

Surplus/Deficit Handling Plan: Surplus of funds will be carried forward.

Project name: Cross Country Running 7-12

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, entry fee

Surplus/Deficit Handling Plan:

Project name: CSLC

Person responsible: Terlesky, Daniette

Purpose and timelines: Students participating in the Canadian Student Leadership Conference will be given information.

Revenue to collect: Students will be charged for the cost of the trip. High School Leadership fundraising money specific to this trip will be divided amongst the participants.

Items/Services to be purchased: The trip will be cost recovery only - hotels, travel, admission, etc.

Surplus/Deficit Handling Plan: There will be no surplus or deficit as students are charged the cost of the trip and fundraising proceeds will be credited to them. If fundraising exceeds the cost of the trips, the money raised will be transferred to the High School Leadership account and donated to the charity of their choice.

Project name: CTF - Drama

Person responsible: Music, Dakota

Purpose and timelines: The students will be given a course outline.

Revenue to collect: Students will be invoiced.

Items/Services to be purchased: Equipment/ supplies such as costumes, make-up, props, stage materials and presenters

Surplus/Deficit Handling Plan: Surplus of funds will be used to purchase replacement supplies and equipment.

Project name: CTF - Outdoor Education
 Person responsible: Elliott, Kevin
 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 used to purchase equipment and replacement supplies.

Project name: CTF Robotics/Coding
 Person responsible: Watson, Jody
 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: Equipment and supplies, professional instruction
 Surplus/Deficit Handling Plan: Surplus of funds will be used to replenish supplies and equipment.

Project name: CTF-Sports Performance
 Person responsible: Enright, Stephen
 Purpose and timelines: Students will be given a course outline.
 Revenue to collect: Students are invoiced.
 Items/Services to be purchased: Fees will cover the cost of equipment, supplies, professional instruction, off campus activities and transportation.
 Surplus/Deficit Handling Plan: Surplus of funds will be used to replenish supplies and repair and/or purchase new equipment.

Project name: CTF/CTS Comm Tech
 Person responsible: Watson, Jody
 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: Equipment and supplies (paper, ink, screening, fabric, clothing, etc).
 Surplus/Deficit Handling Plan: Surplus of funds will be used to purchase equipment and replacement supplies.

Project name: CTF/CTS Cosmetology
 Person responsible: Elliott, Kevin
 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: Equipment and supplies, professional instruction
 Surplus/Deficit Handling Plan: Any surplus of funds will be used to purchase equipment and replacement

Handling Plan:	supplies.
Project name:	CTF/CTS Music
Person responsible:	Smith, Kristy
Purpose and timelines:	Students will be given a course outline at the beginning of the course.
Revenue to collect:	Students will be invoiced.
Items/Services to be purchased:	Music booklets, musical instruments, professional instruction.
Surplus/Deficit Handling Plan:	Surplus of funds will be used for equipment repair and replacement.
Project name:	CTF/CTS-Art
Person responsible:	Smith, Kristy
Purpose and timelines:	Funds will be collected as per our fee schedule
Revenue to collect:	Fees will be collected from students.
Items/Services to be purchased:	Equipment/Supplies, professional instruction/presenters
Surplus/Deficit Handling Plan:	Any surplus funds will be used for equipment and replacement supplies
Project name:	CTF/CTS-Woods/Construction-Fabrication
Person responsible:	Wispirski, Dan
Purpose and timelines:	Students will be given a course outline.
Revenue to collect:	Students will be invoiced.
Items/Services to be purchased:	Equipment, supplies, professional instructors.
Surplus/Deficit Handling Plan:	Surplus of funds will be used to purchase equipment and the repairs/maintenance of equipment and to purchase replacement supplies.
Project name:	CTS - Drama
Person responsible:	deKock, Desiree
Purpose and timelines:	Students are given a course outline.
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:	Equipment, supplies, professional instruction, presenters, facility rentals.
Surplus/Deficit Handling Plan:	Any remaining funds will be used to purchase equipment and replacement supplies.
Project name:	CTS - HS Leadership
Person responsible:	Terlesky, Daniette
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, student projects,
Surplus/Deficit	Surplus funds will remain in this project for future student activities and

Handling Plan:	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 purchase equipment and replenish supplies.
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:	Equipment/supplies, professional instruction, presenters
Surplus/Deficit Handling Plan:	Any surplus of funds will remain in this project to replenish supplies.
Project name:	CTS-Sports Performance 15/25/35
Person responsible:	Enright, Stephen
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 equipment, supplies, professional instruction, presenters, off campus activities and ,transportation
Surplus/Deficit Handling Plan:	Surplus of funds will be used to replenish supplies and purchase lost or damaged equipment
Project name:	Curling
Person responsible:	Popowich, Ryan
Purpose and timelines:	An information package will be given to participants 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, league fees, transportation,equipment, team clothing, uniform replacement, professional instruction.
Surplus/Deficit Handling Plan:	Unused funds will go to our athletics account for supplies and future play.
Project name:	EL/CTF/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:	Equipment and supplies.
Surplus/Deficit Handling Plan:	Surplus funds will be used to purchase and maintain equipment and buy

Handling Plan:	replacement supplies.
Project name:	Enviromental Club
Person responsible:	Froehler, Lana
Purpose and timelines:	This is a no fee project.
Revenue to collect:	Student groups will recycle paper and plastics.
Items/Services to be purchased:	Revenue from recycling will be put toward playground equipment.
Surplus/Deficit Handling Plan:	Funds will be carried forward to purchase and/or repair equipment as needed.
Project name:	ESL Conversation Group
Person responsible:	Smith, Kristy
Purpose and timelines:	Any student fee required will be communicated with consent forms. Stakeholders will be provided with a donation letter outlining the purpose of this project.
Revenue to collect:	Donations and fundraising. Students attending trips and field trips may be required to pay a portion of the fee. Funds will be used to cover the costs of trips, field trips and multi cultural events. Materials and supplies will be purchased to enhance the student's knowledge of Canadian culture during class time and in, after school conversation group meetings.
Items/Services to be purchased:	
Surplus/Deficit Handling Plan:	Any surplus of funds will be used to purchase program materials. Any deficits will be recovered by fundraising efforts.
Project name:	Field Trips
Person responsible:	Elliott, Kevin
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 support transportation costs.
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:	Reinhart, Chris
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. Students may be required to subsidise

the hotel fees if the team advances to Provincial play.

Items/Services to be purchased:	Course and entry fees, transportation costs, team clothing and equipment
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 as decided upon by the grad class.
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 - Boys
Person responsible:	Enright, Stephen
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 to support the team's budget. Students may be required to subsidise the cost of hotel fees if the team advances to provincial play.
Items/Services to be purchased:	Entry fees, league fees, transportation, officials costs, equipment, team clothing, uniform replacement.
Surplus/Deficit Handling Plan:	Surplus of funds will go to our Athletics account for supplies and future play.
Project name:	Handball - Girls
Person responsible:	Enright, Stephen
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 to support the team's budget. Students may be required to subsidise the cost of hotel fees if the team advances to provincial play.
Items/Services to be purchased:	Entry fees, league fees, transportation, officials costs, equipment, team clothing, uniform replacement.
Surplus/Deficit Handling Plan:	Surplus of funds will go to our Athletics account for supplies and future play.
Project name:	Hockey Academy

Person responsible: Popowich, Ryan

Purpose and timelines: Participants will be given a course outline and schedule at the start of the program

Revenue to collect: A fee is collected from students

Items/Services to be purchased: Ice rental, instruction and equipment

Surplus/Deficit Handling Plan: Surplus of funds will be reimbursed to students.

Project name: HS Football

Person responsible: Rodin, Helen

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. Students may be required to subsidise the hotel fee costs should the team advance to provincial play.

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

Surplus/Deficit Handling Plan: Unused funds will be used to purchase and/or repair equipment and to buy supplies.

Project name: JH B Teams

Person responsible: Elliott, Kevin

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 and uniform replacement.

Surplus/Deficit Handling Plan: Surplus of funds will be transferred to our athletics account for supplies and future play.

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: Playground

Person responsible: Smith, Kristy

Purpose and timelines: The playground committee will advise stakeholders of the projected costs of the new playground, revenue collected and the dollar amount needed to complete the project. Stakeholders will be advised that tax receipts will be given for monetary amounts over \$25.00.

Revenue to collect: Revenue will be from Grants, donations and fundraising efforts.

Items/Services to be purchased: Ground preparation, materials and playground equipment.

Surplus/Deficit Handling Plan: All revenue will be used for the playground.

Project name: Retreat - Grade 7

Person responsible: Smith, Kristy

Purpose and timelines: An information letter is sent home to participants. More info will be shared in the school newsletter as well. This will be an annual retreat for students to connect and focus on faith and building leadership skills in our students. The location of this retreat will be booked in an outdoor environment and supported by professionals that work with youth (ex. camp, recreation facility, etc.).

Revenue to collect: We plan to fundraise and then the parents will pay the remaining balance of the annual trip.

Items/Services to be purchased: Activities/admission/registrations/transportation/etc.

Surplus/Deficit Handling Plan: If fund raised money remains we will carry it forward to the following years trip.

Project name: Retreat - Grade 8

Person responsible: Smith, Kristy

Purpose and timelines: An information letter is sent home to participants. More info will be shared in the school newsletter as well. This will be an annual retreat for students to connect and focus on faith and building leadership skills in our students. The location of this retreat will be booked in an outdoor environment and supported by professionals that work with youth (ex. camp, recreation facility, etc.).

Revenue to collect: We plan to fundraise and then the parents will pay the remaining balance of the annual trip.

Items/Services to be purchased: Activities/admission/registrations/transportation/etc.

Surplus/Deficit Handling Plan: If fund raised money remains we will carry it forward to the following years trip.

Project name: School Clothing

Person responsible: Watson, Jody

Purpose and timelines: Students and families can opt to purchase school clothing through their powerschool account. Sport groups can also purchase items.

Revenue to collect: Clothing sales

Items/Services to be purchased: Clothing, decals and equipment

Surplus/Deficit Handling Plan: Surplus will be carried forward to purchase more advanced equipment and supplies.

Project name: Student Council

Person responsible: Smith, Kristy

Purpose and timelines: All students at OLMP pay a student council fee.

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:	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. Students may be required to subsidise the costs if they advance to Provincial play.
Items/Services to be purchased:	Facility rental for training, track and event fees and transportation costs.
Surplus/Deficit Handling Plan:	Surplus funds will go to our athletics account for supplies and future play.
Project name:	Uniform Replacement
Person responsible:	Popowich, Ryan
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. Students may be required to subsidise the cost of hotel fees if the team advances to provincial play.
Items/Services to be purchased:	Entry fees, league fees, transportation, officials costs, equipment, team clothing and uniform replacement.
Surplus/Deficit Handling Plan:	Surplus of funds will be transferred to our Athletics account for supplies and future play.
Project name:	Volleyball HS Girls
Person responsible:	Chizawsky, Karly
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. Students may be required to subsidise the cost of hotel fees if the team advances to provincial play.
Items/Services to be purchased:	Entry fees, league fees, transportation, officials costs, equipment, team clothing and uniforms.
Surplus/Deficit Handling Plan:	Surplus of funds will be transferred to the athletics account for supplies and future play.

Project name: Volleyball JH 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, team clothing and uniforms.
 Surplus/Deficit Handling Plan: Surplus of funds will be transferred to the athletics account for supplies and future play.

Project name: Volleyball JH Girls
 Person responsible: Enright, Stephen
 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, team clothing and uniform replacement.
 Surplus/Deficit Handling Plan: Surplus of funds will be transferred to the Athletics account for supplies and future play.

Project name: Workbooks/Agendas
 Person responsible: Elliott, Kevin
 Purpose and timelines: Students will have the option to purchase workbooks, solaros and keys at cost recovery. Grade 5 and 6 students require an agenda.
 Revenue to collect: Students will be charged the fee if they opt to purchase workbooks. Grade 5 and 6 will be required to purchase an agenda.
 Items/Services to be purchased: Workbooks, keys, solaros and agendas
 Surplus/Deficit Handling Plan: There will not be a surplus in this account. Fee for workbooks and agendas does not exceed cost recovery.

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.