

# Project Plan Summary



## Our Lady Of Mount Pleasant Catholic School

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Camrose, AB  
T4V 2M3

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**Principal:** Tanya Thiessen

Project name:	9-12 Leadership
Person responsible:	Terlesky, Daniette
Purpose and timelines:	The purpose of this project is to collect fees from students to participate in activities, meetings and fieldtrips, as well as to fundraise for student/team building as well as service work. Course outlines / letters home will be provided with detailed breakdown of activities and their associated costs.
Revenue to collect:	The fee collected for this project in the amount of \$30.00 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 are used to provide students leadership activities, t-shirts, meals for meetings and after school activities, speakers, student projects, and service work.
Surplus/Deficit Handling Plan:	After completion of the term, any surplus funds will be transferred to the 9-12 fundraising account to go to community service projects and whole-school based projects/celebrations. If there is a deficit in this account, students will be required to participate in fundraising activities to cover any shortfall on a cost recovery basis

Project name:	2A Provincials
Person responsible:	Popowich, Ryan
Purpose and timelines:	The purpose of this account is to accumulate funds for hosting and participating in 2A Provincial Championships.
Revenue to collect:	Money will be raised through 2-3 Athletic Fundraisers per year, Donations and Athletic Sponsorship (Banners and promotional advertising are offered based on monetary donation levels).
Items/Services to be purchased:	Revenue for this project will be used to purchase School Banners/Business Promo Signs, Team/Individual Provincial Championship Transportation/Accommodations up to \$500, Equipment and any costs associated as 2A hosts.
Surplus/Deficit Handling Plan:	Any carry over will be retained to support future 2A Provincial expenditures as determined by the Athletic Director.

Project name:	5/6 Coding
Person responsible:	Watson, Jody
Purpose and timelines:	The purpose of this project is to collect fees in order for students to participate in this course.
Revenue to collect:	The fee collected for this project in the amount of \$10.00 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 for the purchase of equipment, coding bots and supplies.

**Surplus/Deficit Handling Plan:** After the course is completed, any remaining funds in the amount of 20% or more per student will be reimbursed to the student via a credit to the student account in Powerschool. Any surplus of 20% or less per student will be held aside for the purchase of replacement supplies.

**Project name:** 5/6 Design & Communication Arts

**Person responsible:** Chizawsky, Karly

**Purpose and timelines:** The purpose of this project is to collect fees for student to participate in this 5/6 Art option course. Course outlines / letters sent home will be provided with detailed breakdown of activities/projects and their associated costs.

**Revenue to collect:** The fee collected for this project in the amount of \$10.00 will be spent on a cost recovery basis and has been estimated based on the expected costs. A portion of this fee will be transferred to the HS art program for bulk items purchased by HS art and used by 5/6 art. Students may need to pay an additional fee for extra projects and fieldtrips.

**Items/Services to be purchased:** Fees for this project could be used to pay for materials such as paint, canvases, brushes, pastels, specialty paper, etc. HS art supplies used will transferred on a cost recovery basis from this project to the HS art project.

**Surplus/Deficit Handling Plan:** After the course is completed any funds remaining in the amount of 20% or more of the original fee per student will be reimbursed to the student via a credit to the student account in Powerschool. Any surplus of 20% or less will be held aside for the purchase of replacement supplies.

**Project name:** 7/8 Art

**Person responsible:** Burnstad, Elaine

**Purpose and timelines:** The purpose of this project is to collect fees in order for students to participate in this course.

**Revenue to collect:** The fee collected for this project in the amount of \$30.00 will be spent on a cost recovery basis and has been estimated based on the expected costs. A portion of this fee will be transferred to the HS art program for bulk items purchased by HS art and used by 7/8 art. Students may need to pay an additional fee for extra projects and fieldtrips.

**Items/Services to be purchased:** Fees for this project could be used to pay for materials such as paint, canvases, brushes, pastels, specialty paper, etc. and reimburse HS art for use of bulk supplies, as well as transportation for any art fieldtrips.

**Surplus/Deficit Handling Plan:** After the course is completed, any remaining funds in the amount of 20% or more per student will be reimbursed to the student via a credit to the student account in Powerschool. Any surplus of 20% or less per student will be held aside for the purchase of replacement supplies.

**Project name:** 7/8 Cosmetology

**Person responsible:** Smith, Kristy

**Purpose and timelines:** The purpose of this project is to collect fees in order for students to participate in this course.

**Revenue to collect:** The fee collected for this project in the amount of \$30.00 will be spent on a cost recovery basis and has been estimated based on the expected costs. A portion of this fee may be transferred to 9-12 cosmetology on a cost recovery for any supplies used.

**Items/Services to be purchased:** Fees for this project could be used to pay for materials such as mannequins, hair styling supplies, nail kits, etc, educational presentations, instructional service, equipment replacement or maintenance and transportation for off campus instruction/training.

Surplus/Deficit Handling Plan: After the course is completed any remaining funds in the amount of 20% or more per student will be reimbursed to the student via a credit to the student account in Powerschool. Any surplus amount of 20% or less per student will be held aside for the purchase of supplies, equipment and equipment maintenance.

Project name: 7/8 Drama  
 Person responsible: de Kock, Desiree  
 Purpose and timelines: The purpose of this project is to collect fees for students to participate in drama. Students will be given an outline of the activities planned.  
 Revenue to collect: The fee collected for this project in the amount of \$30.00 will be spent on a cost recovery basis and has been estimated based on the expected costs of materials and instruction.  
 Items/Services to be purchased: Fees for this project could be used to pay for equipment and supplies such as costumes, make-up, plays, stage materials and props, storage and presenters.  
 Surplus/Deficit Handling Plan: After the course is completed, any surplus of funds will be used for the purchase of replacement supplies and equipment and also will be held aside until there are enough funds accumulated for the purchase of staging equipment, lighting and other equipment to enhance the drama program.

Project name: 7/8 Outdoor Education  
 Person responsible: Delong, Julia  
 Purpose and timelines: The purpose of this project is to collect fees for students to participate in this course. A course outline is given to students through Google classroom that outlines 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: The fee collected for this project in the amount of \$30.00 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 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: After the course is completed, any funds remaining in the amount of \$2.00 or more per student will be reimbursed to the student via a credit to the student account in Powerschool. Any surplus amount of \$2.00 or less per student will be used to purchase replacement supplies and equipment and subsidize any bussing costs.

Project name: 7/8 Recreational Leadership  
 Person responsible: Ellert, Myles  
 Purpose and timelines: The purpose of this project is to collect fees for students to participate in Recreational Leadership on and off campus. A course outline, and consent forms will be communicated to parents.  
 Revenue to collect: The fee collected for this project in the amount of \$40.00 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 will be used to pay for admission fees, transportation costs, sporting and fitness equipment, supplies, professional instruction.  
 Surplus/Deficit Handling Plan: After the activity is completed, any funds remaining in the amount of 20% or more per student will be reimbursed to the student via a credit to the student account in Powerschool. Any surplus amount of 20% or less per student will be used to replace and/or repair equipment and subsidize the OLMP bus used in this project.

Project name: 9-12 Art

Person responsible: Smith, Kristy

Purpose and timelines: The purpose of this project is to collect fees for students to participate in this course. Course outlines / letters home will be provided with detailed breakdown of activities and their associated costs.

Revenue to collect: The fee collected for this project in the amount of \$40.00 (\$60.00 for full year enrollment) will be spent on a cost recovery basis and has been estimated based on the expected costs. Students may need to pay an additional fee for extra projects and fieldtrips.

Items/Services to be purchased: Fees for this project could be used to pay for materials such as paint, canvases, brushes, pastels, specialty paper, and transportation for any art fieldtrips.

Surplus/Deficit Handling Plan: After completion of the course, any funds remaining in the amount of 20% per student will be reimbursed to the student via a credit to the student account in Powerschool. Any surplus amount of 20% or less per student will be used to replenish supplies.

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Project name: 9-12 Cosmetology

Person responsible: Smith, Kristy

Purpose and timelines: The purpose of this project is to collect fees for students to participate in this course. Course outlines / letters home will be provided with detailed breakdown of activities and their associated costs.

Revenue to collect: The fee collected for this project in the amount of \$100.00 will be spent on a cost recovery basis and has been estimated based on the expected costs. A portion of this fee may be transferred to 7-8 cosmetology on a cost recovery for any supplies used.

Items/Services to be purchased: Fees for this project could be used to pay for materials such as mannequins, hair styling supplies, nail kits, etc, educational presentations, instructional service, equipment replacement or maintenance and transportation for off campus instruction/training.

Surplus/Deficit Handling Plan: After the course is completed any remaining funds in the amount of 20% or more per student will be reimbursed to the student via a credit to the student account in Powerschool. Any surplus amount of 20% or less per student will be held aside for the purchase of supplies, equipment and equipment maintenance.

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Project name: 9-12 Drama

Person responsible: deKock, Desiree

Purpose and timelines: The purpose of this project is to collect fees for students to participate in High School Drama performances, field trips and activities. A letter will be sent home with a detailed breakdown of all activities.

Revenue to collect: The fee collected for this project in the amount of \$50.00 will be spent on a cost recovery basis and has been estimated based on the expected costs of materials and instruction. In the event of a production, commission revenue will be generated from the theatre for ticket sales. In the event of a production, tickets may also be sold with hopes of generating a profit.

Items/Services to be purchased: Fees for this project could be used to pay for equipment and supplies such as costumes, make-up, scripts and licensing fees, stage materials and props, storage, field trip and transportation costs and presenters.

Surplus/Deficit Handling Plan: After the course is completed, any surplus of funds will be used for the purchase of replacement supplies and equipment production materials and also will be held aside until there are enough funds accumulated for the purchase of staging equipment, lighting and other equipment to enhance the drama program.

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Project name: 9-12 Outdoor Ed

Person responsible: Watson, Jody

Purpose and timelines: The purpose of this project is to collect fees for students to participate in Outdoor Educational activities. A letter will be sent home with a detailed breakdown of activities and their associated costs.

Revenue to collect: The fee collected for this project in the amount of \$100.00 will be spent on a cost recovery basis and has been estimated based on the expected costs. A field trip fee may also be added if any group trips are planned.

Items/Services to be purchased: Fees for this project could be used for Presenters, professional instruction, training, supplies, transportation and to help offset field trips.

Surplus/Deficit Handling Plan: After completion of this course any funds remaining in the amount of 20% or more per student will be reimbursed to the student via a credit to the student account in Powerschool. Any surplus amount of 20% or less will be held aside for the purchase of replacement equipment and supplies and if the school bus was utilized, a user fee will be transferred to the bus project.

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Project name: 9-12 Physical Ed

Person responsible: Enright, Stephen

Purpose and timelines: The purpose of this project is to collect fees for students to participate in physical education. An information package is given to students indicating the course outline.

Revenue to collect: The fee for this project in the amount of \$75.00 for FT and \$40.00 for PT 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 off campus facilities rentals or admissions and transportation costs associated with these activities, guest speakers and instructors, professional training, equipment and equipment replacement costs.

Surplus/Deficit Handling Plan: After the course is completed, any funds remaining in the amount of 20% or more per student will be reimbursed to the student via a credit to the student account in Powerschool. Any surplus amount of 20% or less per student will be used to replenish supplies and for the purchase and maintenance of equipment.

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Project name: 9-12 Recreational Leadership(Sports Performance)

Person responsible: Popowich, Ryan

Purpose and timelines: The purpose of this project is to collect fees for students to participate in Sports Performance. A course outline is given to the students.

Revenue to collect: The fee collected for this project in the amount of \$40.00 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, educational presentations, professional instruction, fitness supplies and equipment maintenance.

Surplus/Deficit Handling Plan: After completion of the course, surplus funds will be used to replenish fitness supplies and equipment replacement and maintenance.

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Project name: 9-12 Stained Glass

Person responsible: Clarkson, Cheryl

Purpose and timelines: The purpose of this project is to collect fees for students to created stained glass projects.

Revenue to collect: The fee collected for this project in the amount of \$100.00 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 supplies and equipment needed to complete stained glass projects and for professional instructors.

Surplus/Deficit Handling Plan: After completion of this course, surplus funds in the amount of 20% or higher per student will be reimbursed to the student via a credit to the student account in Powerschool. Any surplus amount of 20% or less per student will be used to replenish supplies and equipment.

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Project name: Agendas

Person responsible: Smith, Kristy

Purpose and timelines: The purpose of this project is to collect fees for an OLMP agenda book that is required by all grade 5 and 6 students. Parents will be advised of this at the start of the school year.

Revenue to collect: The fee collected for this project in the amount of \$5.00 is spent on a cost recovery basis and the fee may fluctuate each year based on the cost.

Items/Services to be purchased: Fees for this project will be used to purchase agendas.

Surplus/Deficit Handling Plan: Parents are charged no more than cost recovery. Deficits are paid by the OLMP supplies budget.

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Project name: AMA Youth Run Club

Person responsible: Reinhart, Chris

Purpose and timelines: A Grant application was completed and subsequently granted by Alberta Blue Cross.

Revenue to collect: A \$1,000.00 grant was received.

Items/Services to be purchased: Outdoor clothing, footwear and personal reflectors

Surplus/Deficit Handling Plan: All grant money will be spent by December 1, 2020 as outlined in the grant approval.

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Project name: ASLC/HSL Trips

Person responsible: Terlesky, Daniette

Purpose and timelines: The purpose of this project is to collect fees for students opting to participate in the Alberta Student Leadership Conference (ASLC) and other leadership conferences. An outline of the conference and dates will be provided to the students.

Revenue to collect: The fee collected for this project will be on a cost recovery basis. High School Leadership fundraising money raised specific to this trip will be divided amongst the participants and applied to the student account in Powerschool.

Items/Services to be purchased: Fees for this project will be cost be recovery based on the number of students and chaperones attending, and will be used to pay for accommodations, travel, registrations, admissions and any other expenses outlined prior to the trip.

Surplus/Deficit Handling Plan: After completion of the trip, no surplus or deficit is anticipated, as fees were based on cost recovery, however, if unexpected expenses are incurred, students may be required to pay an additional fee, do fundraising to cover the deficit or submit a request to the High School Leadership fundraising account for financial assistance.

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Project name: Athletics Bus

Person responsible: Popowich, Ryan

Purpose and timelines: Teams, clubs and student groups are charged a fee per kilometer, as well, JH and HS teams are charged a fee per player at the start of the season to use the bus as indicated in the athletics policies.

Revenue to collect: Revenue is from any group that utilizes the bus, and Athletics Fundraising.  
 Items/Services to be purchased: Revenue from this project will be used for Repairs, Maintenance, CVI's and registration/insurance on the bus.  
 Surplus/Deficit Handling Plan: Any surplus of funds will be carried forward for vehicle maintenance and insurance. Deficits are to be covered by Athletics fundraising and user groups.

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Project name: Athletics-Donations/Fundraising  
 Person responsible: Popowich, Ryan  
 Purpose and timelines: The purpose of this project is to allow OLMP Athletics the ability to help cover costs in specific areas without having to go to administration for support.  
 Revenue to collect: The money in this account comes from Athletics Sponsorship, 2-3 Athletics Fundraisers per year, the School Vending Machines, and any JH Tournament Concessions.  
 Items/Services to be purchased: The specific areas this account will subsidize are; Coaches Attire (Jackets, hoodies, vests etc.) from the OLMP Clothing Store, Team/Individual Provincial Championship Transportation up to \$500, Team Equipment, 24 Passenger Bus Maintenance/Inspections/Fuel, PE/Fitness Room Equipment, School Banners/Business Promo Signs/Team Promo Board/Athletic Awards, and CASAA/ASAA Fees.  
 Surplus/Deficit Handling Plan: Any carry over will be retained to support future athletic expenditures as determined by the Athletic Director.

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Project name: Badminton  
 Person responsible: Popowich, Ryan  
 Purpose and timelines: The purpose of this project is to collect fees for students to participate in extra curricular badminton. An information package will be given to the students at the start of the season indicating policies and practice and event dates.  
 Revenue to collect: The fee collected for this project in the amount of \$10.00 for grades 5/6, \$20.00 for grades 7-9 and \$25.00 for grades 10-12. will be spent on a cost recovery basis and has been estimated based on the expected cost. Further "pay as you go" fees may be collected for advancements. Students may be required to pay an additional fee of up to a maximum of \$200.00 for accommodations and transportation for advancement to Provincial Play and the team budget doesn't substantiate the cost.  
 Items/Services to be purchased: Fees for this project will be used to pay for entry fees, league fees, transportation, officials costs, equipment, team clothing, uniform replacement.  
 Surplus/Deficit Handling Plan: After the activity is completed any funds remaining will be used by the athletics department to replenish equipment and supplies.

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Project name: Basketball HS Boys  
 Person responsible: Watson, Jody  
 Purpose and timelines: The purpose of this project is to collect fees for students upon joining the team. An information package that outlines the team policies, team budget and tentative schedule will be given to the students and parents at the start of the season.  
 Revenue to collect: The fee collected for this project is \$350.00 and is due upon joining the team's roster. The fee is calculated based on the expected costs of the program and the policies directed and administered by the athletics department. Students may be required to pay an additional fee of up to a maximum of \$200.00 for accommodations and transportation if the team advances to Provincial Play and the team budget doesn't substantiate the cost.  
 Items/Services to be purchased: Fees for this project could be used to pay for entry fees, league fees,

be purchased: transportation, officials costs, equipment, team clothing and host tournament expenses including custodial services. From the \$350.00 fee, \$15.00 per student will be transferred to the uniform replacement account and \$10.00 per student will be transferred to the bussing account to subsidize maintenance of the OLMP busses.

Surplus/Deficit Handling Plan: As per the athletic department policy, this project can carry forward a balance up to \$600.00 for equipment and future play. If the team season ends with a surplus due to cancelled tournaments, a review will be done to determine if a credit will be applied to the student account in Powerschool. The coach and players will fundraise if the team ends the season in a deficit. Any fundraising that exceeds the deficit plus \$600, will be transferred to the athletics fundraising account to subsidize the athletic department as determined by the athletic director.

Project name: Basketball HS Girls

Person responsible: Reinhart, Jaymie

Purpose and timelines: The purpose of this project is to collect fees for students upon joining the team. An information package that outlines the team policies, team budget and tentative schedule will be given to the students and parents at the start of the season.

Revenue to collect: The fee collected for this project is \$350.00 and is due upon joining the team's roster. The fee is calculated based on the expected costs of the program and the policies directed and administered by the athletics department. Students may be required to pay an additional fee of up to a maximum of \$200.00 for accommodations and transportation if the team advances to Provincial Play and the team budget doesn't substantiate the cost.

Items/Services to be purchased: Fees for this project could be used to pay for entry fees, league fees, transportation, officials costs, equipment, team clothing and host tournament expenses including custodial services. From the \$350.00 fee, \$15.00 per student will be transferred to the uniform replacement account and \$10.00 per student will be transferred to the bussing account to subsidize maintenance of the OLMP busses.

Surplus/Deficit Handling Plan: As per the athletic department policy, this project can carry forward a balance up to \$600.00 for equipment and future play. If the team season ends with a surplus due to cancelled tournaments, a review will be done to determine if a credit will be applied to the student account in Powerschool. The coach and players will fundraise if the team ends the season in a deficit. Any fundraising that exceeds the deficit plus \$600, will be transferred to the athletics fundraising account to subsidize the athletic department as determined by the athletic director.

Project name: Basketball JH Boys

Person responsible: Ellert, Myles

Purpose and timelines: The purpose of this project is to collect fees for students upon joining the team. An information package that outlines the team policies, team budget and tentative schedule will be given to the students and parents at the start of the season.

Revenue to collect: The fee collected for this project is \$125.00 for the Grade 8-9, \$100.00 for the Grade 7-8 team and \$50.00 for Team # 3. All fees are due upon joining the team's roster. The fee is calculated based on the expected costs of the program and the policies directed and administered by the athletics department. Students may be required to pay an additional fee of up to a maximum of \$200.00 for



accommodations and transportation if the team advances to Provincial Play and the team budget doesn't substantiate the cost.

Items/Services to be purchased: Fees for this project could be used to pay for entry fees, league fees, transportation, officials costs, equipment, team clothing and host tournament expenses including custodial services. From the fee, \$10.00 per student will be transferred to the uniform replacement account and \$10.00 per student will be transferred to the bussing account to subsidize maintenance of the OLMP busses.

Surplus/Deficit Handling Plan: As per the athletic department policy, this project can carry forward a balance up to \$400.00 for equipment and future play. If the team season ends with a surplus due to cancelled tournaments, a review will be done to determine if a credit will be applied to the student account in Powerschool. The coach and players will fundraise if the team ends the season in a deficit. Any fundraising that exceeds the deficit plus \$400.00, will be transferred to the athletics fundraising account to subsidize the athletic department as determined by the athletic director.

Project name: Basketball JH Girls

Person responsible: Enright, Stephen

Purpose and timelines: The purpose of this project is to collect fees for students upon joining the team. An information package that outlines the team policies, team budget and tentative schedule will be given to the students and parents at the start of the season.

Revenue to collect: The fee collected for this project is \$125.00 for Team #1 and \$100.00 for Team #2. All fees are due upon joining the team's roster. The fee is calculated based on the expected costs of the program and the policies directed and administered by the athletics department. Students may be required to pay an additional fee of up to a maximum of \$200.00 for accommodations and transportation if the team advances to Provincial Play and the team budget doesn't substantiate the cost.

Items/Services to be purchased: Fees for this project could be used to pay for entry fees, league fees, transportation, officials costs, equipment, team clothing and host tournament expenses including custodial services. From the fee, \$10.00 per student will be transferred to the uniform replacement account and \$10.00 per student will be transferred to the bussing account to subsidize maintenance of the OLMP busses.

Surplus/Deficit Handling Plan: As per the athletic department policy, this project can carry forward a balance up to \$400.00 for equipment and future play. If the team season ends with a surplus due to cancelled tournaments, a review will be done to determine if a credit will be applied to the student account in Powerschool. The coach and players will fundraise if the team ends the season in a deficit. Any fundraising that exceeds the deficit plus \$400.00, will be transferred to the athletics fundraising account to subsidize the athletic department as determined by the athletic director.

Project name: Commissions/Rental

Person responsible: Thiessen, Tanya

Purpose and timelines: Various Companies that provide services to the school offer a rebate or commission payable to the School.

Revenue to collect: The fees collected for this project may be rebates or commissions received for the vending machine, school photos or online driver's training.

Items/Services to be purchased: Funds are applied to various activities, purchases and projects throughout the year as designated by the Principal.

Surplus/Deficit Handling Plan:	Any 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 and are available at lunch time daily for all students to purchase.
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:	At the discretion of the person responsible for this project, concession profits are used to purchase various items or equipment needed at OLMP. Surplus of funds may be carried forward for future initiatives.
Project name:	Cross Country Running
Person responsible:	Popowich, Ryan
Purpose and timelines:	The purpose of this project is to collect fees for students to participate in Cross Country Running. Information on all events are given to participants at the start of the season.
Revenue to collect:	The fee collected for this project in the amount of \$35.00 for grades 5/6 and \$45.00 for grades 7-12 will be spent on a cost recovery basis and has been estimated based on the expected cost. An additional \$15.00 fee will be collected for students participating in the Zones Championship Run. Students may be required to pay an additional fee of up to a maximum of \$200.00 for accommodations and transportation if the student advances to Provincial Play.
Items/Services to be purchased:	Fees for this project will be used to pay for transportation to and from events, entry fees and pinnies.
Surplus/Deficit Handling Plan:	After all events are completed, any funds remaining in the account will be transferred to the athletics bus account for useage and repairs and maintenance. If this project completes the season with a deficit, the person responsible may require students to assist with fundraising to cover the deficit.
Project name:	CSLC
Person responsible:	Terlesky, Daniette
Purpose and timelines:	The purpose of this project is to collect fees for students opting to participate in the Canada Student Leadership Conference (CSLC). Students participating in the Canadian Student Leadership Conference will be given information.
Revenue to collect:	The fee collected for this project will be on a cost recovery basis. High School Leadership fundraising money raised specific to this trip will be divided amongst the participants and applied to the student account in Powerschool.
Items/Services to be purchased:	Fees for this project will be cost be recovery based on the number of students and chaperones attending, and will be used to pay for accommodations, travel, registrations, admissions and any other expenses outlined prior to the trip.
Surplus/Deficit Handling Plan:	After completion of the trip, no surplus or deficit is anticipated, as fees were based on cost recovery, however, if unexpected expenses are incurred, students may be required to pay an additional fee, do fundraising to cover the deficit or submit a request to the High School Leadership fundraising account for financial assistance.
Project name:	CTF/CTS Comm Tech
Person responsible:	Watson, Jody
Purpose and	A course outline will be provided to students.

## timelines:

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.

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Project name: CTF/CTS Foods

Person responsible: Reinhart, Chris

Purpose and timelines: The purpose of this project is to collect fees for students to implement the Foods Curriculum that will be communicated with the registration guide.

Revenue to collect: The fee collected for this project in the amount of \$20.00 for grades 5/6, \$30.00 for grades 7/8, \$60.00 for 9-12 PT and \$100.00 for 9-12 FT 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 for food, supplies, cookware, appliances and equipment.

Surplus/Deficit Handling Plan: After the course is completed, any surplus of funds will be used to replenish supplies and replace or repair equipment.

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Project name: CTF/CTS Music

Person responsible: Smith, Kristy

Purpose and timelines: The purpose of this project is to collect fees for students to participate in this course. Course outlines / letters home will be provided with detailed breakdown of activities and their associated costs.

Revenue to collect: The fee collected for this project in the amount of \$40.00 for grades 7/8 and \$80.00 for grades 9-12 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 could be used to pay for music books, tuner, speakers, instruments, repairs and maintenance of instruments and professional instruction.

Surplus/Deficit Handling Plan: After completion of the course, surplus funds will be used for equipment repair and replacement and book replacements.

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Project name: CTF/CTS-Woodworking/Construction-Fabrication

Person responsible: Wispinski, Dan

Purpose and timelines: The purpose of this project is to collect fees for students to participate in Construction. Students will be given an outline of course plans and projects.

Revenue to collect: The fee collected for this project in the amount of \$20.00 for grades 5/6, \$30.00 for 7/8 and \$60.00 for grades 9-12(PT) and \$100.00 for 9-12 (FT) 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 building supplies such as lumber, paint, glue, protective gear, building kits, etc. as well as equipment and tools and any equipment repairs and maintenance.

Surplus/Deficit Handling Plan: After completion of the course, surplus funds will be used to for repairs/maintenance of equipment and the purchase of new equipment and the purchase of replacement supplies and tools.

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Project name: Curling

Person responsible: Popowich, Ryan

Purpose and timelines: The purpose of this project is to collect fees for students to participate in extra curricular curling. Students will be provided with practice and event dates, as well as the fees associated with the events.

The fee collected for this project in the amount of \$125.00 will be spent on a cost recovery basis and has been estimated based on the expected costs.

Revenue to collect: Students may be required to pay an additional fee of up to a maximum of \$200.00 for accommodations and transportation if the team advances to Provincial Play and the team budget doesn't substantiate the cost.

Items/Services to be purchased: Fees for this project could be used to pay for entry fees, league fees, ice rental, transportation, equipment, team clothing and professional instruction.

Surplus/Deficit Handling Plan: After completion of the season, any funds remaining in the amount of 20% or more per student will be reimbursed to the student via a credit to the student account in Powerschool. Any surplus of 20% or less will be transferred to the athletics fundraising account to subsidize the athletic department as determined by the athletic director.

Project name: Enviromental Club

Person responsible: Froehler, Lana

Purpose and timelines: Recycling bins are placed around the schools for empty drink containers and paper materials. Each year, a group or class of volunteers under the supervision of their teacher gather the recycling for delivery to a depot.

Revenue to collect: The revenue for this project will be the sale of empty drink containers.

Items/Services to be purchased: The revenue from this project will be donated to the playground project for the purchase of equipment.

Surplus/Deficit Handling Plan: Revenue from this project will be donated to the project that the volunteer group decides each school year to donate to.

Project name: ESL Conversation Group

Person responsible: de Paz-Gendreau

Purpose and timelines: Students that want to learn about different cultures within our school can join the conversation group. There may be a fee charged if the group goes on fieldtrips and the budget does not substantiate the cost of the trip. Any student fee required will be communicated with consent forms.

Revenue to collect: Students will participate in fundraising activities. The program runs on donations from the community and fundraising.

Items/Services to be purchased: Funds will be used for the costs of trips, field trips, food for meetings, 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.

Surplus/Deficit Handling Plan: Any surplus of funds will be held aside for future multi cultural activities, materials and projects.

Project name: Faith Formation and Religious Education

Person responsible: Thiessen, Tanya

Purpose and timelines: There is no fee or source of revenue beyond donation or fundraising

Revenue to collect: Fundraising, donations

Items/Services to be purchased: Funds for school-based faith formation activities such as turkey dinner, special class projects in religion (G5-12), prayer tables, Religion class activities, thank you gifts for Religious guest speakers (Priest thank you gifts, CWL, etc).

Surplus/Deficit Handling Plan: A balance may remain in this account to cover activities year over year as all monies are collected through donation or fundraising and it is not a school based fee. Funds are only to be used for Religious Education or faith based activities as described above.

Project name: Field Trips  
 Person responsible: Thiessen, Tanya  
 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.

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Project name: Football  
 Person responsible: Rodin, Helen  
 Purpose and timelines: The purpose of this project is to collect fees for students upon joining the team. An information package that outlines the team policies, team budget and tentative schedule will be given to the students and parents at the start of the season.  
 Revenue to collect: The fee collected for this project is \$350.00 and is due upon joining the team's roster. The fee is calculated based on the expected costs of the program and the policies directed and administered by the athletics department. Students may be required to pay an additional fee of up to a maximum of \$200.00 for accommodations and transportation if the team advances to Provincial Play and the team budget doesn't substantiate the cost.  
 Items/Services to be purchased: Fees for this project will be used to pay entry, fees, league fees, transportation, officials costs, team clothing, equipment and uniforms.  
 Surplus/Deficit Handling Plan: After completion of the football season, surplus funds will be used to replace and repair equipment, purchase socks, uniforms and supplies and any other fee set by the athletics department for transportation. Students will be required to assist in fundraising if the team finishes the season in a deficit.

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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.

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Project name: Golf 5/6  
 Person responsible: Reinhart, Chris  
 Purpose and timelines: The purpose of this project is to collect fees for students in grades 5-6 to participate in extra curricular golf. Students will be given a breakdown of practice times and events.  
 Revenue to collect: The fee collected for this project in the amount of \$10.00 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 will be used to pay for green fees, golf balls, tees and transportation.  
 Surplus/Deficit Handling Plan: After completion of the golf season, any surplus of 20% or more of the fee per student will be reimbursed to the student via a credit to the student account in

Powerschool. Any surplus amount of 20% or less per student will be transferred to our Athletics Department to replenish golf supplies.

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Project name:	Golf 7-12
Person responsible:	Reinhart, Chris
Purpose and timelines:	The purpose of this project is to collect fees for students in grades 7-12 to participate in golf events. Students will be given a breakdown of practice times and events.
Revenue to collect:	The fee collected for this project in the amount of \$40.00 for gr 7-9 students and \$60.00 for gr 10-12 students will be spent on a cost recovery basis and has been estimated based on the expected costs. A "pay as you go" fee for advancements and provincial play may be collected from students.
Items/Services to be purchased:	Fees for this project will be used to pay for event entry fees, transportation costs, professional instruction, team clothing and equipment.
Surplus/Deficit Handling Plan:	After completion of all golf events, surplus funds in the amount of 20% or more of the fee per student will be reimbursed to the student via a credit to the student account in Powerschool. Any surplus amount of 20% or less per student will be transferred to our Athletics Department to subsidize the cost of replacement equipment and bussing.

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Project name:	Graduation
Person responsible:	Smith, Kristy
Purpose and timelines:	The purpose of this project is to collect fees for graduating students to participate in Graduation. Information on graduation is shared with students in meetings, google classroom and parents can obtain information on the OLMP website and attend regular parent meetings led by a staff member designate.
Revenue to collect:	The fee collected for this project in the amount of \$100.00 will be spent on a cost recovery basis and has been estimated based on the expected costs. Students will participate in fundraising activities to support the cost of any school celebrations for graduation.
Items/Services to be purchased:	Fees for this project will be used to pay for graduation photo sitting fee, banquet, tickets, facility rentals, decorations, etc.
Surplus/Deficit Handling Plan:	Once all school graduation celebrations are completed, \$500.00 of fundraising money may remain in the account to support the next year's graduating class. Any other surplus of funds will go into a Grad legacy fund to purchase a legacy gift for the school that is chosen by the graduating class or the students may choose to use surplus funds to add to the 2020 Grad Legacy Scholarship Fund or create their own scholarship fund.

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Project name:	Graduation Legacy
Person responsible:	Smith, Kristy
Purpose and timelines:	All graduating students and their parents will be informed of this legacy project, its intent and purpose.
Revenue to collect:	Any funds in the Graduation project from fundraising dollars will be transferred to the Graduation Legacy Project.
Items/Services to be purchased:	Any funds transferred to the Legacy project will be used to purchase a gift for the school, add funds to the existing Legacy Scholarship or create a new Scholarship as decided upon by the Graduating class.
Surplus/Deficit Handling Plan:	Funds are transferred to this project from the Graduation project and will be spent on a cost recovery as designated by the Graduating class.

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Project name: Handball - Boys

Person responsible: Enright, Stephen

Purpose and timelines: The purpose of this project is to collect fees for students upon joining the team. An information package that outlines the team policies, team budget and tentative schedule will be given to the students and parents at the start of the season.

Revenue to collect: The fee collected for this project is \$300.00 and is due upon joining the team's roster. The fee is calculated based on the expected costs of the program and the policies directed and administered by the athletics department. Students may be required to pay an additional fee of up to a maximum of \$200.00 for accommodations and transportation if the team advances to Provincial Play and the team budget doesn't substantiate the cost.

Items/Services to be purchased: Fees for this project could be used to pay for entry fees, league fees, transportation, officials costs, equipment, team clothing and host tournament expenses including custodial services. From the \$300.00 fee, \$15.00 per student will be transferred to the uniform replacement account and \$10.00 per student will be transferred to the bussing account to subsidize maintenance of the OLMP busses.

Surplus/Deficit Handling Plan: As per the athletic department policy, this project can carry forward a balance up to \$600.00 for equipment and future play. If the team season ends with a surplus due to cancelled tournaments, a review will be done to determine if a credit will be applied to the student account in Powerschool. The coach and players will fundraise if the team ends the season in a deficit. Any fundraising that exceeds the deficit plus \$600, will be transferred to the athletics fundraising account to subsidize the athletic department as determined by the athletic director.

Project name: Handball - Girls

Person responsible: Enright, Stephen

Purpose and timelines: The purpose of this project is to collect fees for students upon joining the team. An information package that outlines the team policies, team budget and tentative schedule will be given to the students and parents at the start of the season.

Revenue to collect: The fee collected for this project is \$300.00 and is due upon joining the team's roster. The fee is calculated based on the expected costs of the program and the policies directed and administered by the athletics department. Students may be required to pay an additional fee of up to a maximum of \$200.00 for accommodations and transportation if the team advances to Provincial Play and the team budget doesn't substantiate the cost.

Items/Services to be purchased: Fees for this project could be used to pay for entry fees, league fees, transportation, officials costs, equipment, team clothing and host tournament expenses including custodial services. From the \$300.00 fee, \$15.00 per student will be transferred to the uniform replacement account and \$10.00 per student will be transferred to the bussing account to subsidize maintenance of the OLMP busses.

Surplus/Deficit Handling Plan: As per the athletic department policy, this project can carry forward a balance up to \$600.00 for equipment and future play. If the team season ends with a surplus due to cancelled tournaments, a review will be done to determine if a credit will be applied to the student account in Powerschool. The coach and players will fundraise if the team ends the season in a deficit. Any fundraising that exceeds the deficit plus \$600, will be transferred to the athletics fundraising account to subsidize the athletic department as determined by the athletic director.

Project name: Hockey Academy  
 Person responsible: Ellert, Myles

Purpose and timelines: The purpose of this project is to collect fees for students to participate in the off campus Hockey Academy. Participants will be given a course outline and schedule at the start of the program

Revenue to collect: The fee collected for this project in the amount of \$385.00 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 will be used to pay for Ice rental, instruction, equipment, socks, jerseys and transportation if any bussing of students or equipment is required.

Surplus/Deficit Handling Plan: After the course is completed, 10% of the fee per student will be held aside for equipment repair/replacement and at the discretion of the athletic director, a portion of this may be transferred to the athletic bus account for bus repairs and maintenance. Any remaining surplus will then be refunded to the student via a credit to the student account in Powerschool.

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Project name: Hot Lunch  
 Person responsible: Thiessen, Tanya

Purpose and timelines: The purpose of this project is to provide students who choose it hot lunch meals 1-2 times/week throughout the school year. Details about Hot lunch will be provided to parents through school messenger, the school newsletter and website.

Revenue to collect: Student will select and pay for what they would like to purchase through PowerSchool monthly/quarterly/semester.

Items/Services to be purchased: Hot lunch and/or snacks will be provided to students who choose to purchase through PowerSchool.

Surplus/Deficit Handling Plan: Unused funds will remain in this project and used for emergency school/student needs, school-based awards, and activities/projects that support the school community.

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Project name: Locks  
 Person responsible: Perreaux, Irene

Purpose and timelines: Lockers are allocated to each student at the beginning of the school year. Locks can be purchased through the school. Students can use these locks for their entirety at OLMP. Locks not sold by OLMP must be approved by the homeroom / teacher advisor and combinations shared with that teacher as all combinations are kept on file at the school. All students must have a combination lock and not a key lock. If we do not have an accurate lock combination and need to get into a locker please know the lock could be cut off at the student/parents expense.

Revenue to collect: The fee collected for this project in the amount of \$7.00 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 will be used to purchase locks.

Surplus/Deficit Handling Plan: Any funds remaining in the account will be used to purchase locks and any repairs and maintenance of lockers.

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Project name: Playground/Outdoor Activity Space  
 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.

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Project name: R.I.S.E (PE 20/30)

Person responsible: Enright, Stephen

Purpose and timelines: The purpose of this project is to collect fees for students to participate in a before school P.E. 20 and P.E 30 class that focuses on personal growth and fitness. Students will be given an outline at the beginning of the course.

Revenue to collect: The fee collected for this project in the amount of \$75.00 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 will be used to pay for expert personal fitness instruction, professional training, logbooks, fitness testing protocols, fitness room supplies and equipment repairs.

Surplus/Deficit Handling Plan: After completion of the course, surplus funds in the amount of 20% per student will be held aside for replacement supplies and the repairs and maintenance of equipment. Any surplus funds remaining after that will be refunded back to the student via a credit to the student account in Powerschool.

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Project name: Retreat - Grade 7

Person responsible: Smith, Kristy

Purpose and timelines: The purpose of this project is to collect fees for Grade 7 students to participate in an annual retreat to connect and focus on faith and building leadership skills. An information letter is sent home to participants and information will be shared in the school newsletter as well. 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: Fundraising will be done to support the cost of this trip. Students will be charged the balance owing, if any, estimated on the expected costs. Any fees owing must be paid prior to the trip.

Items/Services to be purchased: Fees for this project will be used to pay for admissions/rentals/registrations/transportation and any other materials needed for the trip.

Surplus/Deficit Handling Plan: Any surplus of funds obtained by fundraising will be held over to support future retreats. Surplus of funds from student fees, will be reimbursed to the student via a credit to the student account in Powerschool.

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Project name: Retreat - Grade 8

Person responsible: Smith, Kristy

Purpose and timelines: The purpose of this project is to collect fees for Grade 7 students to participate in an annual retreat to connect and focus on faith and building leadership skills. An information letter is sent home to participants and information will be shared in the school newsletter as well. 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: Fundraising will be done to support the cost of this trip. Students will be charged the balance owing, if any, estimated on the expected costs. Any fees owing must be paid prior to the trip.

Items/Services to be purchased: Fees for this project will be used to pay for admissions/rentals/registrations/transportation and any other materials needed

for the trip.

**Surplus/Deficit Handling Plan:** Any surplus of funds obtained by fundraising will be held over to support future retreats. Surplus of funds from student fees, will be reimbursed to the student via a credit to the student account in Powerschool.

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**Project name:** School Clothing

**Person responsible:** Watson, Jody

**Purpose and timelines:** Fees collected for this project are for the optional purchase of OLMP clothing by students and families. Students will be advised that their purchase will be charged to their account in Powerschool and payment in advance is required. Amounts for sales to OLMP sports groups will be transferred from the group's project to the School Clothing Project. Projects made or purchased by Comm tech students may be transferred from their comm tech fees to the School Clothing Project. Sales to community members will be invoiced based on quotes provided and payment must be made to the School prior to receiving the items purchased.

**Revenue to collect:** Revenue for this project will be from the optional purchase of clothing/logos.

**Items/Services to be purchased:** Revenue from this project will be used to purchase clothing, decals and for the repairs and replacement of equipment.

**Surplus/Deficit Handling Plan:** Any surplus will be held aside for the purchase of more advanced equipment and supplies needed to enhance this project.

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**Project name:** Ski Trip 5-9

**Person responsible:** Popowich, Ryan

**Purpose and timelines:** The purpose of this project is to collect fees for students to participate in a one day ski trip. A Ski Trip information package (with pricing/waivers included) will be provided to parents. Participation is based on fees paid in advance and all completed forms returned to Mr. Popowich by the deadline date outlined in the information package.

**Revenue to collect:** The fee collected for this project will be spent on a cost recovery basis and has been estimated on the expected costs. The fee will be set each year prior to the information package being sent home. Students who have not paid or returned their consent/waiver forms by the deadline will not be allowed to participate in the trip.

**Items/Services to be purchased:** Fees for this project will be used to pay all equipment rentals, lift pass, and transportation.

**Surplus/Deficit Handling Plan:** The fees collected for this project are on a cost recovery basis that includes a transportation fee and the rate the ski hill charges for the ski package the student has selected. If paid students do not participate in the trip, their money will be credited back to the student's account.

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**Project name:** Ski Trip HS

**Person responsible:** Reinhart, Chris

**Purpose and timelines:** The purpose of this project is to collect fees for students to participate in an optional ski trip. A Ski Trip information package (with pricing/waivers included) will be provided to parents in advance of the trip.

**Revenue to collect:** The fee collected for this project will be based on cost recovery. Due to limited enrollment, a deposit will be required to secure placement. Once the number of participants is determined, students will be advised of the remaining amount owing and will be required to pay all fees in full prior to the trip.

**Items/Services to be purchased:** Fees for this project could be used to pay for lift tickets, rentals, transportation and accommodation. Students will be required to pay for their own meals and

other personal expenses.

Surplus/Deficit Handling Plan: After the ski trip, any surplus will be divided back to the students who attended the trip.

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Project name: Sport 4 Life

Person responsible: Popowich, Ryan

Purpose and timelines: The purpose of this project is to collect fees for students to participate in the Sport 4 Life program. A Course Outline, Off-Campus Consent Form & Activities Schedule is given to students/families.

Revenue to collect: The fee collected for this project in the amount of \$400.00 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 off campus activities, transportation to various venues, rentals, equipment, equipment repairs and maintenance and partnership fees (professional instruction and presenters).

Surplus/Deficit Handling Plan: After the course is completed, 10% of the fee per student will be held aside for equipment repair/replacement and at the discretion of the athletic director, a portion of this may be transferred to the athletic bus account for bus repairs and maintenance. Any remaining surplus will then be refunded to the student via a credit to the student account in Powerschool.

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Project name: Student Council

Person responsible: Smith, Kristy

Purpose and timelines: The purpose of this project is to collect fees for student activities throughout the school year that build community/school spirit. Details on spending in this account will be shared with all in the weekly newsletter as this is a fee charged to all students.

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, awards, school enhancement that benefits students and student projects.

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

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Project name: Textbook Fees

Person responsible: Wolfe, Sue

Purpose and timelines: The purpose of this project is to collect fees for textbooks and library books not returned by students.

Revenue to collect: Students will be charged the replacement cost of the lost textbook or library book.

Items/Services to be purchased: Fees for this project will be used to purchase replacement books.

Surplus/Deficit Handling Plan: Remaining funds will be will be used to order replacement books.

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Project name: The Printing Shoppe

Person responsible: Watson, Jody

Purpose and timelines: The purpose of this project is to create banners, plaques, etc out of the comm tech lab. Any projects done by comm tech students will be transferred out of their comm tech fees to the Printing Shoppe. Sales to individuals/companies outside of the School will be invoiced based on prior quotes and must be paid in full prior to the item(s) being picked up.

Revenue to collect: Students, the School, sports groups and community members will be charged for materials, printing and labor.

Items/Services to be purchased: Revenue for this project will be used to purchase Ink, paper, supplies, equipment and for equipment maintenance.

Surplus/Deficit Handling Plan: Any surplus of funds will be used to replenish supplies, replace and maintain equipment and will be held over to enhance the services offered by The Printing Shoppe.

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Project name: Track and Field 10-12

Person responsible: Reinhart, Chris

Purpose and timelines: The purpose of this project is to collect fees for students in grades 10-12 to participate in track and field events. Students will be given a breakdown of practice and event dates.

Revenue to collect: The fee collected for this project in the amount of \$15.00 will be spent on a cost recovery basis and has been estimated based on the expected costs. A "pay as you go" fee for advancements, as well as for provincial play may be required.

Items/Services to be purchased: Fees for this project will be used to pay for event registration fees, track facility rentals, transportation costs, ribbons and replacement pinnies.

Surplus/Deficit Handling Plan: After completion of all events, surplus funds in the amount of 20% or more of the fee per student will be reimbursed to the student via a credit to the student account in Powerschool. Any surplus amount of 20% or less per student will be transferred to our Athletics Department to subsidize the cost of replacement pinnies, bus maintenance and any other athletic expenses incurred by the HS Track and Field.

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Project name: Track and Field 5-9

Person responsible: Reinhart, Chris

Purpose and timelines: The purpose of this project is to collect fees for students in grades 5-9 to participate in track and field events. Students will be given a breakdown of practice times and events.

Revenue to collect: The fee collected for this project in the amount of \$10.00 will be spent on a cost recovery basis and has been estimated based on the expected costs. A "pay as you go" fee for advancements, as well as for provincial play may be required.

Items/Services to be purchased: Fees for this project will be used to pay for event registration fees, track facility rentals, transportation costs, ribbons and replacement pinnies.

Surplus/Deficit Handling Plan: After completion of all events, surplus funds in the amount of 20% or more of the fee per student will be reimbursed to the student via a credit to the student account in Powerschool. Any surplus amount of 20% or less per student will be transferred to our Athletics Department to subsidize the cost of replacement pinnies, bus maintenance and any other athletic expenses incurred the the this project.

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Project name: Transportation

Person responsible: Thiessen, Tanya

Purpose and timelines: Groups, clubs and teams are charged a per/kilometer fee to utilize the two 20 passenger busses maintained by OLMP. The fee is the same rate Athletics charges for its bus as per the Athletics Policy Handbook.

Revenue to collect: All groups are charged a fee and funds are credited via journal entries.

Items/Services to be purchased: Repairs,maintenance,CVI's, licencing,insurance and registration.

Surplus/Deficit Handling Plan: Closing balances are carried forward. There is not enough revenue to carry a surplus of funds.

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Project name: Uniform Replacement

Person responsible: Popowich, Ryan

Purpose and timelines: The purpose of this project is to collect a portion of athlete fees from volleyball, basketball and handball teams to build the account for the purchase of a new set of jerseys for the next eligible team as diarized by the athletic director. The team projects will be charged a \$15.00 fee per player for the HS teams and \$10.00 per player that is included in the student fees. As well, the team package that is provided to students indicates that students will be charged a uniform replacement fee of \$150.00 if their uniform is not returned or is damaged.

Revenue to collect: A small portion of athlete fees will be allocated to this account from the team budget as outlined above, as well, students will be charged a fee of \$150.00 for lost or damaged uniforms.

Items/Services to be purchased: Revenue from this project will be used to purchase jerseys, uniforms and shorts.

Surplus/Deficit Handling Plan: The purpose of this project is to accumulate a balance that is carried forward for jersey replacement as needed.

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Project name: Vending Machines

Person responsible: Popowich, Ryan

Purpose and timelines: Prices will be posted on the vending machines for optional purchases.

Revenue to collect: Revenue will be from vending machine sales.

Items/Services to be purchased: OLMP Athletics department operates the vending machines and will purchase food/beverage items and any required maintenance to the machines. Any profit will be transferred to the athletics account to utilize funds as outlined in the Athletics fundraising project.

Surplus/Deficit Handling Plan: Any surplus of funds will be transferred to the Athletics department fundraising account and will be used to support athletics.

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Project name: Volleyball HS Boys

Person responsible: Popowich, Ryan

Purpose and timelines: The purpose of this project is to collect fees for students upon joining the team. An information package that outlines the team policies, team budget and tentative schedule will be given to the students and parents at the start of the season.

Revenue to collect: The fee collected for this project is \$300.00 and is due upon joining the team's roster. The fee is calculated based on the expected costs of the program and the policies directed and administered by the athletics department. Students may be required to pay an additional fee of up to a maximum of \$200.00 for accommodations and transportation if the team advances to Provincial Play and the team budget doesn't substantiate the cost.

Items/Services to be purchased: Fees for this project could be used to pay for entry fees, league fees, transportation, officials costs, equipment, team clothing and host tournament expenses including custodial services. From the \$300.00 fee, \$15.00 per student will be transferred to the uniform replacement account and \$10.00 per student will be transferred to the bussing account to subsidize maintenance of the OLMP busses.

Surplus/Deficit Handling Plan: As per the athletic department policy, this project can carry forward a balance up to \$600.00 for equipment and future play. If the team season ends with a surplus due to cancelled tournaments, a review will be done to determine if a credit will be applied to the student account in Powerschool. The coach and players will fundraise if the team ends the season in a deficit. Any fundraising that exceeds the deficit plus \$600, will be transferred to the athletics fundraising

account to subsidize the athletic department as determined by the athletic director.

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Project name:	Volleyball HS Girls
Person responsible:	Chizawsky, Karly
Purpose and timelines:	<p>The purpose of this project is to collect fees for students upon joining the team. An information package that outlines the team policies, team budget and tentative schedule will be given to the students and parents at the start of the season.</p>
Revenue to collect:	<p>The fee collected for this project is \$300.00 and is due upon joining the team's roster. The fee is calculated based on the expected costs of the program and the policies directed and administered by the athletics department. Students may be required to pay an additional fee of up to a maximum of \$200.00 for accommodations and transportation if the team advances to Provincial Play and the team budget doesn't substantiate the cost.</p>
Items/Services to be purchased:	<p>Fees for this project could be used to pay for entry fees, league fees, transportation, officials costs, equipment, team clothing and host tournament expenses including custodial services. From the \$300.00 fee, \$15.00 per student will be transferred to the uniform replacement account and \$10.00 per student will be transferred to the bussing account to subsidize maintenance of the OLMP busses.</p>
Surplus/Deficit Handling Plan:	<p>As per the athletic department policy, this project can carry forward a balance up to \$600.00 for equipment and future play. If the team season ends with a surplus due to cancelled tournaments, a review will be done to determine if a credit will be applied to the student account in Powerschool. The coach and players will fundraise if the team ends the season in a deficit. Any fundraising that exceeds the deficit plus \$600, will be transferred to the athletics fundraising account to subsidize the athletic department as determined by the athletic director.</p>

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Project name:	Volleyball JH Boys
Person responsible:	Popowich, Ryan
Purpose and timelines:	<p>The purpose of this project is to collect fees for students upon joining the team. An information package that outlines the team policies, team budget and tentative schedule will be given to the students and parents at the start of the season.</p>
Revenue to collect:	<p>The fee collected for this project is \$100.00 for Team #1 and \$50.00 for Team #2. All fees are due upon joining the team's roster. The fee is calculated based on the expected costs of the program and the policies directed and administered by the athletics department. Students may be required to pay an additional fee of up to a maximum of \$200.00 for accommodations and transportation if the team advances to Provincial Play and the team budget doesn't substantiate the cost.</p>
Items/Services to be purchased:	<p>Fees for this project could be used to pay for entry fees, league fees, transportation, officials costs, equipment, team clothing and host tournament expenses including custodial services. From the fee, \$10.00 per student will be transferred to the uniform replacement account and \$10.00 per student will be transferred to the bussing account to subsidize maintenance of the OLMP busses.</p>
Surplus/Deficit Handling Plan:	<p>As per the athletic department policy, this project can carry forward a balance up to \$400.00 for equipment and future play. If the team season ends with a surplus due to cancelled tournaments, a review will be done to determine if a credit will be applied to the student account in Powerschool. The coach and</p>

players will fundraise if the team ends the season in a deficit. Any fundraising that exceeds the deficit plus \$400.00, will be transferred to the athletics fundraising account to subsidize the athletic department as determined by the athletic director.

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Project name:	Volleyball JH Girls
Person responsible:	Enright, Stephen
Purpose and timelines:	The purpose of this project is to collect fees for students upon joining the team. An information package that outlines the team policies, team budget and tentative schedule will be given to the students and parents at the start of the season.
Revenue to collect:	The fee collected for this project is \$100.00 for Team #1 and \$50.00 for Team #2. All fees are due upon joining the team's roster. The fee is calculated based on the expected costs of the program and the policies directed and administered by the athletics department. Students may be required to pay an additional fee of up to a maximum of \$200.00 for accommodations and transportation if the team advances to Provincial Play and the team budget doesn't substantiate the cost.
Items/Services to be purchased:	Fees for this project could be used to pay for entry fees, league fees, transportation, officials costs, equipment, team clothing and host tournament expenses including custodial services. From the fee, \$10.00 per student will be transferred to the uniform replacement account and \$10.00 per student will be transferred to the bussing account to subsidize maintenance of the OLMP busses.
Surplus/Deficit Handling Plan:	As per the athletic department policy, this project can carry forward a balance up to \$400.00 for equipment and future play. If the team season ends with a surplus due to cancelled tournaments, a review will be done to determine if a credit will be applied to the student account in Powerschool. The coach and players will fundraise if the team ends the season in a deficit. Any fundraising that exceeds the deficit plus \$400.00, will be transferred to the athletics fundraising account to subsidize the athletic department as determined by the athletic director.

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Project name:	Workbooks/Keys/Solaros
Person responsible:	Reinhart, Jaymie
Purpose and timelines:	The purpose of this project is to collect fees for the optional purchase of workbooks, keys and solaros. Students will be provided with their options and the estimated cost.
Revenue to collect:	The fee collect for this project will be on a cost recovery purchase and is estimated based on the expected costs. Students will be charged the fee if they opt to purchase and payment will be required in order to receive the booklet.
Items/Services to be purchased:	Fees for this project will be used to pay for workbooks, keys, and solaros and any shipping costs.
Surplus/Deficit Handling Plan:	Fees for these books are based on estimated costs. If there is a surplus or deficit of funds, student accounts in Powerschool will be adjusted accordingly.

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Project name:	Yearbook
Person responsible:	DeLong, Julia
Purpose and timelines:	The purpose of this project is to collect fees for the optional purchase of a yearbook. Information is provided through the OLMP website, posters and announcements and information will be provided in the newsletter when purchases can be made through Powerschool.
Revenue to collect:	The fee collected for this project is on a cost recovery basis and is optional for

students/parents/guardians and staff to purchase.

Items/Services to be purchased: Yearbooks and supplies and equipment needed to create a yearbook as well as support for the yearbook design team meetings.

Surplus/Deficit Handling Plan: Any surplus of funds will be used to purchase or replace technology equipment and will be held aside for future enhancements to the yearbook design.