

# Project Plan Summary



## St. Mary's Catholic School

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**Principal:** Jim Salisbury

Project name:	Cross Country
Person responsible:	Paulichuk, Curtis
Purpose and timelines:	Team Starts in September and continues until mid October. Information package is given to athletes and parents at the start of the year.
Revenue to collect:	A portion of the team fees will be collected at the start of the season. Exact amount will depend on expenditures for that season and will be determined at the start of the sport. Extra tournaments or costs for meets, travel etc. will be collected depending on individual participation. Membership fees to become a member of the cross country team. Individual clothing to be purchased as wanted by team members, paid for by parents
Items/Services to be purchased:	Funds are used for clothing, transportation, refreshments, race entry fees, Metro and ASAA dues and fees and season end team celebrations
Surplus/Deficit Handling Plan:	Any large surplus may be refunded to student accounts as determined by the athletic director, the teach rep/coach and the Business Office. Small surpluses may be spent on the purchase of equipment and supplies to enhance the Cross Country program

Project name:	Jr. High Computers
Person responsible:	Kobelsky, Mark
Purpose and timelines:	This would be part of the course fee.
Revenue to collect:	Fees charged to parents
Items/Services to be purchased:	Materials (paper, ink, ect.) New programs to update old programs, new computers new robotics components, licensing agreement, and media materials.
Surplus/Deficit Handling Plan:	This allows the students to create projects and take them home when finished. if there is a surplus it will be used for new computers and programs.

Project name:	ADLC Student Center
Person responsible:	Giebelhaus, Kelli
Purpose and timelines:	The purpose of taking taking ADLC is to facilitate /supplement courses not available through the school.
Revenue to collect:	The source of revenue are funds collected on a course by course basis to cover the cost of materials taking the course for ADLC.
Items/Services to be purchased:	ADLC course materials and registration costs for using the program.
Surplus/Deficit Handling Plan:	Since the fees collected are determined on a cost course basis, there should be no surplus or deficit.

Project name:	Archery Club
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Person responsible: Salsbury, Jim

Purpose and timelines: Letters to parents and team meetings. Fees will be used to purchase new uniforms, tournaments, transportation, and equipment.

Revenue to collect: Fees charged to parents and donations provided by local service groups or businesses.

Items/Services to be purchased: New uniforms, tournaments, transportation and equipment. Equipment to include bows, targets, nets, stands, and arrows.

Surplus/Deficit Handling Plan: Parents notified that surplus are used to replace equipment as needed.

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Project name: Art

Person responsible: Woitas, Amanda

Purpose and timelines: Students will be provided with a number of materials as we create drawings, paintings, clay, various mixed media sculptures. Student fees will also cover various cleaning materials like paper towel and hand soap. Art supplies will be purchased at the beginning of each semester.

Revenue to collect: Fees will be collected at the beginning of each semester, this ensures there are enough funds to cover all supplies needed to meet curriculum outcomes. The fees will be recorded by the school accountant. Grade 7/8 Art \$25.00 Grade 9 Art 10,20,30 \$100.00

Items/Services to be purchased: Students will receive all the necessary materials to successfully complete the course. Art supplies for project e.g. paint, clay, sketch books, pastels, canvas brushes, and any other materials to complete the curriculum. Every year students receive their own sketchbook that they take home and keep.

Surplus/Deficit Handling Plan: Up to \$10/ student will be moved to an equipment replacement fund. As our program grows we are in significant need of more equipment to improve program such as Lino cut supplies and tools. We could also use a display case/bulletin board and eventually a kiln.

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Project name: Athletics Club

Person responsible: Murphy, Darby

Purpose and timelines: The purpose of this project is to collect donations, and money from fundraisers to support our athletic programs.

Revenue to collect: The money in this account comes from Athletics Sponsorships, 2-3 Athletics Fundraisers per year, hot lunches sold, donations, highway clean up, and any tournament concessions.

Items/Services to be purchased: The specific areas this account will subsidize are; Coaches Attire (Jackets, hoodies, vests etc.) from the clothing Store, Team/Individual Provincial Championship Transportation up to \$500, Team Equipment, 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 in this project to support future athletic expenditures as determined by the Athletic Director.

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Project name: Breakfast Club of Canada

Person responsible: Bohaychuk, Kathleen

Purpose and timelines: Students are not provided to provide funds as this is a grant based initiative. It will be communicated to parents that they could make a donation to the program if they choose.

Revenue to collect: Grant for Breakfast Club Canada

Items/Services to be purchased: Equipment and a annual grant to sustain breakfast program. Groceries expenses.

Surplus/Deficit Handling Plan: No surplus. Grant needs to be used yearly.

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Project name: Business

Person responsible: Kobelsky

Purpose and timelines: Fees would charged for an project or field trip.

Revenue to collect: Fees charged to parents

Items/Services to be purchased: Cost of project or supplies needed.

Surplus/Deficit Handling Plan: If there are any surplus will go towards the business for programming and licenses.

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Project name: Busses

Person responsible: Salsbury, Jim

Purpose and timelines: Fees are collected as per school fees, and parents are notified for any extra bussing cost. e.g. fieldtrips and sport teams .There is also a .50 per km usage fee.

Revenue to collect: Fees are charged to parents on a yearly basis for in town transportation for church, Terry Fox etc., and: money is collected at .50/km from school groups or teams that use the bus.

Items/Services to be purchased: Cost of transportation and repairs of busses, insurance, inspections, and maintenance of all busses.

Surplus/Deficit Handling Plan: Remaining funds will be used for future repairs on busses. Breakdown on school fees.

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Project name: Canteen

Person responsible: Salsbury, Jim

Purpose and timelines: Provide food and hot lunches for students on a frequent basis. It is communicated through a newsletter to parents.

Revenue to collect: Revenue is collected from the purchasing of food items.

Items/Services to be purchased: Restocking of inventory and items for school and the students to benefit all from.

Surplus/Deficit Handling Plan: Surplus will be used to purchase items for students to use in school. Eg. Fun days, movies , field trips, uniforms, student award days, special events, or presentations.

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Project name: Cautionary Fee

Person responsible: Michaelchuk, Margaret

Purpose and timelines: All students are invoice upon the first registration in school in grade 7 or subsequent years. This is a one time fee which is refunded upon graduation or withdrawal from school provided that all books and materials are returned.

Revenue to collect: \$100.00/ Student

Items/Services to be purchased: Cautionary fees ensures all school books are returned at the end of the year.

Surplus/Deficit Handling Plan: All surplus fees are returned to the student upon graduation or withdrawl from school

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Project name: Cheer Team

Person responsible: Giebelhaus, Kelli

Purpose and timelines:	During the school year, the Cheer group will be collecting money for uniforms and fundraising for other equipment and expenses. This will be communicated home to parents.
Revenue to collect:	: Fundraising projects, student monies for uniforms and cheer team fees
Items/Services to be purchased:	Uniforms, cheer equipment, bows, membership fees, coaching certification fees, insurance.
Surplus/Deficit Handling Plan:	Any surplus will be spent on the purchase of equipment and supplies to enhance the program.
Project name:	Com Tech
Person responsible:	Kobelsky, Mark
Purpose and timelines:	Letter to parents and school fee breakdown.
Revenue to collect:	Fees to parents.
Items/Services to be purchased:	Equipment for robotics, cameras, vinyl for printers and computers programs and license.
Surplus/Deficit Handling Plan:	Letter to parents indicating surplus would be used for replacement of computer materials.
Project name:	ConocoPhilips Health and Wellness
Person responsible:	Salsbury, Jim
Purpose and timelines:	An application to stakeholder for health and wellness.
Revenue to collect:	Funding is provided once a year after application is approved.
Items/Services to be purchased:	Some of the programs would be recycling, litter-less lunches, lights out campaigns, water saving programs like replacing leaky toilets or faucets, composting, creating community gardens hydroponics and aquaponics, ect.
Surplus/Deficit Handling Plan:	Survey will be needed to be completed and projects will be wrapped then a report will be sent to stakeholders.
Project name:	Construction 10/20/30
Person responsible:	Kirk, Darren
Purpose and timelines:	This would be charged as a fee to students in the program.
Revenue to collect:	Collection of fees charged to the students.
Items/Services to be purchased:	Materials that would be purchased are wood hardware and materials used in woodworking. Replacement of tools, and equipment for the shop.
Surplus/Deficit Handling Plan:	This allows student to take home finished projects. Any surplus will be used to buy replacement supplies and enhance program.
Project name:	Curling.
Person responsible:	Paulichuk, Curtis
Purpose and timelines:	To fund activities for school curling club. Stakeholders will be notified through a letter at the first meeting.
Revenue to collect:	Sport fees from people participating.
Items/Services to be purchased:	Ice time, tournaments fees, transportation.
Surplus/Deficit Handling Plan:	Surplus to go toward parents if significant. Will be communicated at team signup.
Project name:	Donations

Person responsible: Salsbury, Jim

Purpose and  
timelines: Newsletter

Revenue to collect: Money donated to the school from members of the community.

Items/Services to  
be purchased: What the group donating specified for the use of the funds.

Surplus/Deficit  
Handling Plan: What the group donating specified for the use of the funds.

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Project name: Drama Club

Person responsible: Woitas, Amanda

Purpose and  
timelines: Posters and newspaper advertising will communicate ticket prices. Usually done in the spring.

Revenue to collect: Ticket sales.

Items/Services to  
be purchased: Items to be purchased are scripts, royalty fees, props, sets, costumes, advertising, and food and beverages for actors.

Surplus/Deficit  
Handling Plan: Surplus will remain in account to help with purchase of future scripts and materials needed to continue the growth of Drama program.

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Project name: Fields Trips

Person responsible: Salsbury, Jim

Purpose and  
timelines: Fees will be charged for any extra field trips staff and students will be doing. A letter or meeting date will go out to the parents

Revenue to collect: Fees charged to parents.

Items/Services to  
be purchased: The field trip expenses. E.g fees, ticket costs meals transportation, ect

Surplus/Deficit  
Handling Plan: Details on specific trips will be communicated to parents.

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Project name: Food & Fabric

Person responsible: Woitas, Amanda

Purpose and  
timelines: Letters to parents and parents and breakdown of fees. These are used to purchase food and materials for program.

Revenue to collect: Fees collected from parents.

Items/Services to  
be purchased: The purchasing of foods and materials needed for program. Field trips. Replacement cost for equipment and media programs.

Surplus/Deficit  
Handling Plan: Any surplus is used to restock and enhance Food & Fabric programs. Materials for the foods lab ,groceries, and field trips This is communicated through the breakdown of fees.

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Project name: Golf

Person responsible: Paulichuk, Curtis

Purpose and  
timelines: Letters to parents and team meetings. Fees will be used to purchase new uniforms tournaments, transportation, and equipment.

Revenue to collect: Fees charged to parents and donations provide by local service groups or businesses.

Items/Services to  
be purchased: Busing, entry fee to golf courses, year end party, optional clothing.

Surplus/Deficit  
Handling Plan: Any surplus will be spent to cover any deficits from prior years or on the purchase of equipment and supplies to enhance the program.

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Project name: Graduation  
 Person responsible: Giebelhaus, Kelli  
 Purpose and timelines: Meeting is held to inform parents of bugdet and costs, any additions to the fees are communictaed through letters. Fees are used to cover expenses for Grad. E.g. decorating, insurance, hall, rental,food, and any other expenses that arise.  
 Revenue to collect: Fees from parents and any fundraisering that the graduation class performs.  
 Items/Services to be purchased: Decorating, hall rental, insurance, d.j.'s food . Ect.  
 Surplus/Deficit Handling Plan: Surplus is rolled into the next year and is communicated to the parents in the first meeting. Also the Grad class has the options of donating to purchase items for the students of St. Mary's

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Project name: International Travel  
 Person responsible: Yamercio, Amy  
 Purpose and timelines: September to June. Poster, announcements with proceeds to go to travel club.  
 Revenue to collect: Fees to parents, fundraising of hot dog sales,bake sales and others to be determined.  
 Items/Services to be purchased: Tip money for guides and bus drivers, and money to cover optional excursions.  
 Surplus/Deficit Handling Plan: Surplus will remain in account to help with future travel.

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Project name: Jr. Badminton  
 Person responsible: Paulichuk, Curtis  
 Purpose and timelines: Fees are charged to parents of team members to cover uniforms, equipment, transportation and tournament fess.Letter sent out to team members parents indicating the cost and breakdown of fees.  
 Revenue to collect: Students will be charged to cover the costs of fees.  
 Items/Services to be purchased: Cost of uniforms, equipment, transportation, and tournament fees.  
 Surplus/Deficit Handling Plan: Remaing fund swill be used for purchasing equipment or a year end party for badminton team.Deficit wil be covered by St. Mary's

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Project name: Jr. Boys Volleyball  
 Person responsible: Paulichuk, Curtis  
 Purpose and timelines: Parents will be given written correspondence. Fees are given to team members in order to cover costs of the referees, uniforms, equipment, tournaments and transporations costs.  
 Revenue to collect: Fees charged to parents.  
 Items/Services to be purchased: Refree costs,uniforms, equipment, tournament fees and transportation costs.  
 Surplus/Deficit Handling Plan: Remaining funds will be used to purchase new equipment for the volleyball program. Verbally.

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Project name: Jr. Girl's Basketball  
 Person responsible: Kobelsky, Mark  
 Purpose and timelines: Letters to parents and team meetings.Fees will be used to purchase new uniforms tournaments, transportation,and equipment.  
 Revenue to collect: Fees charged to parents.Donations from local service groups and fundraisers.  
 Items/Services to be purchased: New uniforms, tournaments transportation and equipment.

be purchased:

Surplus/Deficit Handling Plan: Parents notified that surplus are used to replace equipment need.

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Project name: Jr. High Basketball Boys

Person responsible: Paulichuk, Curtis

Purpose and timelines: Teams will be charged a fee in order to cover cost of referees, uniforms, equipment, transportation and tournament fees. Letter will be sent to parents at the beginning of season.

Revenue to collect: Fees charged to the parents of athletes. Donations from local service groups and fundraisers.

Items/Services to be purchased: Cost of referees, uniforms, equipment, transportation and tournament fees.

Surplus/Deficit Handling Plan: Purchasing equipment and year end party for basketball.

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Project name: Jr. High Drama

Person responsible: Woitas, Amanda

Purpose and timelines: Project: Purchase gels for lights, new costumes, greek masks, script royalties. This will be communicated in their course registration.

Revenue to collect: Fees changed to parents at the start of semester.

Items/Services to be purchased: Sets, Costumes, Scripts and royalties for plays.

Surplus/Deficit Handling Plan: Any surplus will go towards the drama program to purchase new sets, costumes scripts and royalties.

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Project name: Jr. High Track & Field

Person responsible: Paulichuk, Curtis

Purpose and timelines: Fees are charged to team in ordrs to cover the cost of uniforms, equipment, transportation and track meets. Parents will receive written notification at the beginning of season.

Revenue to collect: Fees charged to the parents of atheletes.

Items/Services to be purchased: Cost of uniforms, equipment, transportation and Track meet.

Surplus/Deficit Handling Plan: Remaing funds will be used for the purchasing equipment if nessary or used for a year end party

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Project name: Jr. High Volleyball Girl's

Person responsible: Tomlinson, Tiffany

Purpose and timelines: Fees required to be charged to the volleyball team in order to cover the cost of referees, uniforms, equipment, transporatation and tournament fees. Fees will be sent to parents indicating the breakdown of fees charged

Revenue to collect: Fees charged to parents of atheletes

Items/Services to be purchased: Costs of referess, uniforms, equipment, transportation and tournament fees

Surplus/Deficit Handling Plan: Remaining funds at the end of the year will be used for purchasing new equipment (if nessary) or used for a year end party for the volleyball team

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Project name: Junior High Shop

Person responsible: Kirk, Darren

Purpose and This would beof the course fees. Revenue would be collected at the beginning

timelines: of the year.  
 Revenue to collect: We would collect a fee for the program.  
 Items/Services to be purchased: Materials that would be purchased are wood, hardware ect. for shop projects the students would be building.  
 Surplus/Deficit Handling Plan: This allows for students to create projects and take them home. Any surplus funds will be used to be replacement supplies and enhance shop program.

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Project name: Kananaskis  
 Person responsible: Salsbury, Jim  
 Purpose and timelines: Parents are notified by letters and a meeting. Fees are charged for the expenses of the trip  
 Revenue to collect: Fees charged to parents.  
 Items/Services to be purchased: Excursion on the trip , transportation, lodging, and food. Future purchase of a trailer for hauling luggage.  
 Surplus/Deficit Handling Plan: Information will be communicated to parents at the meeting and surplus will be rolled over to cover cost of future trips and the potential purchase of a trailer for hauling supplies.

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Project name: Law Club  
 Person responsible: Walker, Scott  
 Purpose and timelines: Letter home to parents to communicate the purpose of the Law club and fees required.  
 Revenue to collect: All student involved in the club will be charged for all cost incurred, ex. transportation, accommodations.  
 Items/Services to be purchased: The cost of transportation, accommodations, food and any other cost required to do the field trip.  
 Surplus/Deficit Handling Plan: In the event of a surplus of funds the funds will stay in the account for further development of the club, and the enhance the program for further classes.

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Project name: Library  
 Person responsible: Halina, Pauline  
 Purpose and timelines: Letters are sent home with student fees. To purchase lost or damaged books or library materials.  
 Revenue to collect: Fees are collected from parents.  
 Items/Services to be purchased: Replace lost or damaged library materials  
 Surplus/Deficit Handling Plan: Any surplus will be used on purchasing library materials

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Project name: Locks  
 Person responsible: Halina, Pauline  
 Purpose and timelines: Letters home to parents.  
 Revenue to collect: Fee charged to students.  
 Items/Services to be purchased: Locks for lockers.  
 Surplus/Deficit Handling Plan: There will be no surplus . Fees are charged to cover the lock purchase .

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Project name: Off- Campus  
 Person responsible: Salsbury, Jim



Purpose and timelines: Letters to parents. Fees will be used to pay off-campus expense.

Revenue to collect: Fees charged to parents.

Items/Services to be purchased: Fee charged by Off Campus for Green Certificate and other off campus programs.

Surplus/Deficit Handling Plan: Program promotion and program enhancement.

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Project name: Outdoor Education

Person responsible: LaRose, Jeremy

Purpose and timelines: Fees are communicated to parents through school fees. Fees are used to purchase supplies for the program.

Revenue to collect: Fees charged to parents.

Items/Services to be purchased: Materials used in Outdoor Ed.

Surplus/Deficit Handling Plan: Letters to parents that indicate that if there is a surplus the amount will be used to purchase materials for class.

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Project name: P.E. Fees

Person responsible: Paulichuk, Curtis

Purpose and timelines: Fees are charged to class participants in order to cover the costs of activities, equipment & transportation associated with curriculum enrichment. Included in school fees

Revenue to collect: Fees charged to parents.

Items/Services to be purchased: Activity costs fees, transportation costs, P.E. equipment.

Surplus/Deficit Handling Plan: Remaining funds will be used to purchase new equipment for the P.E. program.

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Project name: Personal Fitness

Person responsible: Paulichuk, Curtis

Purpose and timelines: Fee will be printed in student handbook. The use of such funds will be communicated in the course outline

Revenue to collect: Fees charged to parents

Items/Services to be purchased: Zumba, Cross Conditioning Presentation, fitness centre equipment CPR training.

Surplus/Deficit Handling Plan: Surplus funds will be put into the Fitness Centre Equipment Replacement Account

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Project name: Photography

Person responsible: Tomlinson, Tiffany

Purpose and timelines: Communicated to stake holders through letters home and course outlines.

Revenue to collect: Fees for taking the course.

Items/Services to be purchased: The items that will be purchased are photo-paper, fieldtrips, camera equipment and supplies for portfolios.

Surplus/Deficit Handling Plan: There should be little or no surplus but any surplus will be used for purchasing camera equipment, and supplies used to sustain program.

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Project name: Religious Congress

Person responsible: Walker, Scott

Purpose and timelines: Fee charged to participants of Religious Congress Trips. This is related to parents through meetings, letters home and e-mails

Revenue to collect: Students will be charged a fee for flights, accomodations,tickets,and other related cost of the trip.

Items/Services to be purchased: Conference fees,transportation accomodations, and other related cost of the trip.

Surplus/Deficit Handling Plan: Surplus if any will remain in account to help future Religious Congress trips.

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Project name: Saints School Clothing

Person responsible: Manderson, Chris

Purpose and timelines: Fees are charged to parents to purchase school clothing. A hand out with clothes and fees is sent home with all students.

Revenue to collect: Fees charged to parents.

Items/Services to be purchased: School clothing

Surplus/Deficit Handling Plan: Any surplus is used to save up for new clothing uniforms.

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Project name: Special Needs

Person responsible: Bohaychuk, Sonora

Purpose and timelines: Meetings with parents to indicate what funds are used for the students.

Revenue to collect: Special event sales, bottle recycle.

Items/Services to be purchased: Equipment, computers iPad's iPod, programs and programs for students

Surplus/Deficit Handling Plan: Any surplus will be used to purchase equipment special needs program.

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Project name: Sport Council

Person responsible: Paulichuk, Curtis

Purpose and timelines: Letters to parents and team meetings.Fees will be used pay sport council.

Revenue to collect: Fees charged to parents.

Items/Services to be purchased: Fee charged by Sport Council for referees and gym rental

Surplus/Deficit Handling Plan: Parents notified that surplus will be carried-over

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Project name: Sports for Life/Ellite Sports

Person responsible: Paulichuk,Curtis

Purpose and timelines: This project will be communicated through a letter and/or course outline sent home.

Revenue to collect: Students are invoiced at the beginning of the year.

Items/Services to be purchased: Facility rentals and admissions, sport items, green fees, scuba, wall climbiing, dance class ect. It also includeds the cost of replacing equipment and transportation.

Surplus/Deficit Handling Plan: Surplus funds will be used for to replace equipment or book programs the sports program.

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Project name: Sports Medicine

Person responsible: Paulichuk, Curtis

Purpose and timelines: Fees are charged to cover the cost of the training supplies required to complete the course. Fees are sent home to parents from the office and communicated further through the course outline

Revenue to collect: Fees charged to parents.

Items/Services to be purchased: First-aid training supplies, manuals tape and speakers. CPR courses.

Surplus/Deficit Handling Plan: Left over funds will be used to save up for larger ticket items(training tables). This will be communicated in the course outline

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Project name: Sr. Boy's Basketball

Person responsible: Stuart, Jacquie

Purpose and timelines: Letters to parents and team meetings.Fees will be used to purchase new uniforms tournaments, transportation,and equipment.

Revenue to collect: Fees charged to parents.Donations from local service groups and fundraisers.

Items/Services to be purchased: New uniforms, tournaments transportation and equipment.

Surplus/Deficit Handling Plan: Parents notified that surplus are used to replace equipment.

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Project name: Sr. Boys Volleyball

Person responsible: Manderson, Chris

Purpose and timelines: Fees are charged to parents to cover the cost of entry fees, transportations, uniforms, and equipment. A meeting at the beginning of the season is had with all team member parents . Team Starts in September and continues until the end of November. Information package is given to athletes and parents at the start of the year.

Revenue to collect: Fees charged to parents. Fundraising by parents. Donations from local service groups and fundraisers. Team fees will be collected at the start of the season. Exact amount will depend on expenditures for that season and will be determined at the start of the sport.

Items/Services to be purchased: Entry fees, official costs, transportation, equipment and uniforms team clothing, hotel cost team equipment if needed, officials, and windup activities.

Surplus/Deficit Handling Plan: Any surplus will be used to save up for equipment and or new uniforms. As communicated to parents via the letter meeting at the beginning of the season.40.00.00/player will be transferred into the uniform replacement account. Up to 10.00/player will be transferred into the sports development account to help cover unforeseen expenses for sports teams(zones, provincials, equipment repairs) and up to 30.00/player will be transferred to the bus account to help cover maintenance and save for a new bus

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Project name: Sr. Girls Volleyball

Person responsible: Salsbury, Jim

Purpose and timelines: Fees are charged to parents to cover the cost of entry fees,transportations, uniforms, and equipment. A meeting at the beginning of the season is had with all team member parents.

Revenue to collect: Fees charged to parents. Fundraising by parents. Donations from local service groups and fundraisers.

Items/Services to be purchased: Entry fees, official costs, transportation, equipment and uniforms. Donations from local service groups and fundraisers.

Surplus/Deficit Handling Plan: Any surplus will be used to save up for equipment and or new uniforms. As

Handling Plan: communicated to parents via the letter meeting at the beginning of the season.

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Project name: Sr. High Badminton

Person responsible: Salsbury, Jim

Purpose and timeliness: Fees are charged to parents of team members to cover uniforms, equipment, transportation and tournament fees. Letter sent out to team members parents indicating the cost and breakdown of fees.

Revenue to collect: Fees charge out to parents of athletes. Donations from local service groups and fundraisers.

Items/Services to be purchased: Cost of uniforms, equipment, transportation, and tournament fees.

Surplus/Deficit Handling Plan: Remaining fund will be used for purchasing equipment or a year end party for badminton team.

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Project name: Sr. High Handball

Person responsible: Paulichuk, Curtis

Purpose and timeliness: Letter home to parents

Revenue to collect: Season fee, optional clothing if applicable.

Items/Services to be purchased: AASA fees, busing and transportation, clothing if applicable, uniform rental fee.

Surplus/Deficit Handling Plan: Any surplus will be spent on the purchase of supplies to enhance the handball program.

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Project name: Sr. High Track & Field

Person responsible: Manderson, Chris

Purpose and timeliness: Fees are to cover the cost of uniforms, transportation, entry fees, equipment and or supplies. A letter at the beginning of the season is sent to all parents.

Revenue to collect: Fees charged to parents. Donations from local service groups and fundraisers. Athlete fees will be collected at the start of the season. Exact amount will depend on expenditures for that season and will be determined at the start of the sport.

Items/Services to be purchased: Entry fees, league fees, transportation costs, team clothing, team equipment if needed, windup activities.

Surplus/Deficit Handling Plan: Any surplus will be saved to purchase new equipment and or uniforms, as communicated to parents via the letter at the beginning of the year

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Project name: Sr. Girl's Basketball

Person responsible: Kobelsky, Mark

Purpose and timeliness: Letters to parents and team meetings. Fees will be used to purchase new uniforms tournaments, transportation, and equipment.

Revenue to collect: Fees charged to parents. Donations from local service groups and fundraisers.

Items/Services to be purchased: New uniforms, tournaments transportation and equipment.

Surplus/Deficit Handling Plan: Parents notified that surplus are used to replace equipment.

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Project name: Student Health and Wellness

Person responsible: Bohaychuk, Kathleen

Purpose and timeliness: Newsletters and Weekly snapshots on the website.

Revenue to collect: Donations.

Items/Services to be purchased: Items for breakfast club and activities for health and wellness.

Surplus/Deficit Handling Plan: Stay in the account for future health and wellness initiatives.

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Project name: Student Leadership Conferences

Person responsible: Giebelhaus, Kelli

Purpose and timelines: Through letters to parents and parent meetings.

Revenue to collect: Student fees for conferences and fundraiser.

Items/Services to be purchased: Conference fees and transportation cost, accommodations.

Surplus/Deficit Handling Plan: In the event of a surplus funds will be rolled over into the next conference. This will be communicated to parents through the information letters they receive.

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Project name: Student Union

Person responsible: Woitas, Amanda

Purpose and timelines: Announcements and posters in school.

Revenue to collect: Fundrasing students do in school and annual Student Council fee charged to all students

Items/Services to be purchased: Items throught the school that all students can benefit from. E.g. Pep rallies Welcome week , End of the school year celebrations, and other schpol based celebrations.

Surplus/Deficit Handling Plan: All funds are spent yearly. Any surplus will be carried over to the following year and activities for all students to participate in.

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Project name: Thunder House

Person responsible: Walker, Scott

Purpose and timelines: Letters home to parents describing the fundraising projects.

Revenue to collect: Fundraising, bake sale, taco sales, bottle drives, ect.

Items/Services to be purchased: Most of the fundraising will be donated to specific projects decided on by students. Any remaining funds left will go to other projects during the year.

Surplus/Deficit Handling Plan: Any surplus of funds will stay in that house for the following years projects and purchases.

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Project name: Tornado House

Person responsible: Giebelhaus, Kelli

Purpose and timelines: Letters home to parents describing the fundraising projects.

Revenue to collect: Fundraising, bake sale, taco sales, bottle drives, ect.

Items/Services to be purchased: Most of the fundraising will be donated to specific projects decided on by students. Any remaining funds left will go to other projects during the year.

Surplus/Deficit Handling Plan: Any surplus of funds will stay in that house for the following years projects and purchases.

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Project name: Tsunami House

Person responsible: Woitas, Amanda

Purpose and timelines: Letters home to parents describing the fundraising projects.

## timelines:

Revenue to collect: Fundraising, bake sale, taco sales, bottle drives, ect.

Items/Services to be purchased: Most of the fundraising will be donated to specific projects decided on by students. Any remaining funds left will go to other projects during the year

Surplus/Deficit Handling Plan: Any surplus of funds will stay in that house for the following years projects and purchases.

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Project name: Typhoon House

Person responsible: Paulichuk, Curtis

Purpose and timelines: Letters home to parents describing the fundraising projects.

Revenue to collect: Fundraising, bake sale, taco sales, bottle drives,ect.

Items/Services to be purchased: Most of the fundraising will be donated to specific projects decided on by students. Any remaining funds left will go to other projects during the year.

Surplus/Deficit Handling Plan: Any surplus of funds will stay in that house for the following years projects and purchases.

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Project name: Uniform Replacement Sr. boys basketball

Person responsible: Stuart, Jacquie

Purpose and timelines: This will be communicated on team handouts given to athletes and parents.

Revenue to collect: 40.00/player from each team sport will be used to replace old uniforms

Items/Services to be purchased: New uniforms to replace old uniforms

Surplus/Deficit Handling Plan: Any surplus will be carried over to replace new uniforms for other sports in other years.

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Project name: Uniform replacement Jr girls VB

Person responsible: Paulichuk, Curtis

Purpose and timelines: This will be communicated on team handouts given to athletes and parents.

Revenue to collect: 40.00/player from each team sport will be used to replace old uniforms

Items/Services to be purchased: New uniforms to replace old uniforms

Surplus/Deficit Handling Plan: Any surplus will be carried over to replace new uniforms for other sports in other years

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Project name: Uniform replacement Jr. boys basketball

Person responsible: Paulichuk, Curtis

Purpose and timelines: This will be communicated on team handouts given to athletes and parents.

Revenue to collect: 40.00/player from each team sport will be used to replace old uniforms

Items/Services to be purchased: New uniforms to replace old uniforms

Surplus/Deficit Handling Plan: Any surplus will be carried over to replace new uniforms for other sports in other years

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Project name: Uniform replacement Jr. boys VB

Person responsible: Paulichuk, Curtis

Purpose and timelines: This will be communicated on team handouts given to athletes and parents.

Revenue to collect: 40.00/player from each team sport will be used to replace old uniforms  
 Items/Services to be purchased: New uniforms to replace old uniforms  
 Surplus/Deficit Handling Plan: Any surplus will be carried over to replace new uniforms for other sports in other years

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Project name: Uniform replacement jr. girls basketball  
 Person responsible: Paulichuk, Curtis  
 Purpose and timelines: This will be communicated on team handouts given to athletes and parents.  
 Revenue to collect: 40.00/player from each team sport will be used to replace old uniforms  
 Items/Services to be purchased: New uniforms to replace old uniforms  
 Surplus/Deficit Handling Plan: Any surplus will be carried over to replace new uniforms for other sports in other years

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Project name: Uniform Replacement Sr. boys VB  
 Person responsible: Chris Manderson  
 Purpose and timelines: This will be communicated on team handouts given to athletes and parents.  
 Revenue to collect: 40.00/player from each team sport will be used to replace old uniforms  
 Items/Services to be purchased: New Uniforms to replace old uniforms  
 Surplus/Deficit Handling Plan: Any surplus will be carried over to replace new uniforms for other sports in other years

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Project name: Uniform replacement Sr. girls basketball  
 Person responsible: Kobelsky, Mark  
 Purpose and timelines: This will be communicated on team handouts given to athletes and parents.  
 Revenue to collect: 40.00/player from each team sport will be used to replace old uniforms  
 Items/Services to be purchased: New uniforms to replace old uniforms  
 Surplus/Deficit Handling Plan: Any surplus will be carried over to replace new uniforms for other sports in other years

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Project name: Uniform Replacement Sr. girls VB  
 Person responsible: Kozitzky, Madeleine  
 Purpose and timelines: This will be communicated on team handouts given to athletes and parents.  
 Revenue to collect: 40.00/player from each team sport will be used to replace old uniforms  
 Items/Services to be purchased: New Uniforms to replace old uniforms  
 Surplus/Deficit Handling Plan: Any surplus will be carried over to replace new uniforms for other sports in other years

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Project name: Uniform replacement Sr. high track  
 Person responsible: Manderson, Chris  
 Purpose and timelines: This will be communicated on team handouts given to athletes and parents.  
 Revenue to collect: 40.00/player from each team sport will be used to replace old uniforms

Items/Services to be purchased:	New uniforms to replace old uniforms
Surplus/Deficit Handling Plan:	Any surplus will be carried over to replace new uniforms for other sports in other years
Project name:	Vending Machine
Person responsible:	Salsbury, Jim
Purpose and timelines:	The purpose of the vending machine is to be used as a fundraiser to offset the cost the incur for high school ASAA registered sports player to participate in sports. Money will be distributed fairly throughout the sports at High School and the timeline will run continually throughout the year on an ongoing basis.
Revenue to collect:	All forms of cash will be collected through the purchase of product through the vending machine.
Items/Services to be purchased:	Funds will be used to support registered ASAA sports at St. Mary's school and if possible Athletic fees for JHS students. Funds can be used not limited to tournament fees, transportation, uniforms, association fees, etc or any other enhancements for student program.
Surplus/Deficit Handling Plan:	Any surplus or deficits will be split fairly throughout the ASAA registered teams for the school, and will be used to help with future cost of individual sports programs. Any remaining funds will be used to enhance St. Mary's School providing diverse student programming.
Project name:	Workbooks
Person responsible:	Manderson, Chris
Purpose and timelines:	Fees are charged to parents to cover the cost of workbooks purchased for students use. A letter is sent home to parents in the classes which use these workbooks.
Revenue to collect:	Fees charged to parents
Items/Services to be purchased:	Workbooks for Physics, Biology, Chemistry, and Math
Surplus/Deficit Handling Plan:	The exact fee are collected to cover the purchasing and shipping of the books.
Project name:	Yearbook
Person responsible:	Halina, Pauline
Purpose and timelines:	Fees are charged to the students who order yearbooks.
Revenue to collect:	Fees charged to students who order yearbooks.
Items/Services to be purchased:	Yearbooks
Surplus/Deficit Handling Plan:	There are no surplus funds.
Project name:	Young Scientist/Author
Person responsible:	Amy Yarmecio
Purpose and timelines:	Letters to parents to be sent home.
Revenue to collect:	A fee charged to students participating in either the Young Scientist or Young Author.
Items/Services to be purchased:	Conference fees for sessions and bussing.



Surplus/Deficit  
Handling Plan:

No Surplus.