

Project Plan Summary



Our Lady Of The Angels Catholic School

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Principal: Arlene Littlemore

Project name: Art 7 option
Person responsible: Steblyk, Marilyn
Purpose and timelines: A course outline is made available to parents/students before they select their option classes.
Revenue to collect: \$ 25.00 is collected from parents and part of school option fees.
Items/Services to be purchased: Art supplies such as a variety of paints, a variety of paper products, soap stone, canvas, shading pencils and colours, tools, etc.
Surplus/Deficit Handling Plan: Surplus will go towards the maintenance of current materials used for projects and purchasing/replacing of damaged and broken materials.

Project name: Art 8 option
Person responsible: Steblyk, Marilyn
Purpose and timelines: A course outline is made available to parents/students before they select their option classes.
Revenue to collect: \$30.00 per student was collected as part of school fees.
Items/Services to be purchased: Art supplies such as a variety of paints, a variety of paper products, soap stone, canvas, shading pencils and colours, tools, etc.
Surplus/Deficit Handling Plan: Surplus will go towards the maintenance of current materials used for projects and purchasing/replacing of damaged and broken materials.

Project name: Basketball (Girls) 2016-2017
Person responsible: Kucy, Tara
Purpose and timelines: There will be a letter sent home to the parents notifying them of the details to commitment level of participating students.
Revenue to collect: \$200 will be collected from parents of students on the basketball team .League Fee... $550 / 12 = \$45.83$ Per player (45) Tournaments $\$300-350 \times 3 = \$900 / 12 = \$75$ Per Player Uniform Rental Fee = $\$120 / 12 = \10 per Player Team Gear / Wind-up = $960 / 12 = \$70$ per player
Items/Services to be purchased: The funds will go towards paying the district and league fees, officials, tournament fees (FR Haythorne, and Ardrossan Hoof Fest) and uniform rental fee.
Surplus/Deficit Handling Plan: Any surplus will be used toward a year end party of the team at the end of the season.

Project name: Boys Basketball Team
Person responsible: Rice, Stephen
Purpose and timelines: There will be a letter sent home to parents notifying them of the details and commitment level of participating students.
Revenue to collect: \$200 will be collected from parents of students on the basketball team. League

Fee... $550 / 12 = \$45.83$ Per player (45) Tournaments $\$300-350 \times 3 = \$900 / 12 = \$75$ Per Player Uniform Rental Fee = $\$120 / 12 = \10 per Player Team Gear / Wind-up = $960 / 12 = \$70$ per player

Items/Services to be purchased: The funds will go towards paying the district and league fees, official fees, tournament fees (FR Haythorne and Ardrossan Hoopfest), team clothing, and uniform rental fees.

Surplus/Deficit Handling Plan: Any surplus will be used towards a year end party for the team at the end of the season.

Project name: Boys Volleyball

Person responsible: Dziwenko, Jamie

Purpose and timelines: There will be a letter sent home to the parents notifying them of the details to commitment level of participating students.

Revenue to collect: \$85 will be collected from parents of students on the volleyball team.

Items/Services to be purchased: The funds will go towards paying the district and league fees, official fees, tournament fees (FR Haythorne and Ardrossan), and uniform rental fees.

Surplus/Deficit Handling Plan: Any surplus will be used towards a year end party for the team at the end of the season.

Project name: Foods 5/6 (2016-2017)

Person responsible: Diachuk, Katelin/ Kucy, Tara

Purpose and timelines: At the beginning of the 2017 school year, students chose their preferred options. A handout was provided to families listing the available option classes, a description of each course and the costs involved. A course outline for 5/6 Foods is sent home to parents at the beginning of each semester, which describes course objectives, fees, and expectations.

Revenue to collect: Parents are asked to pay a fee for Foods classes. This is approximately \$20 per student.

Items/Services to be purchased: The items to purchase are primarily groceries for the cooking of food products. However, also included in the fee are related cleaning products such laundry soap, drying towels, dish cloths and paper products. Items such as broken dishes, glasses and cutlery are items that need replacement.

Surplus/Deficit Handling Plan: In the event of a surplus at the end of the project, extra funds will be put towards necessary equipment such as pancake griddle or waffle makers for the following school year. If there is a deficit at the end of the project, Tara and I will need to increase the fee amount to reflect increasing grocery supplies and include this in next years project plans.

Project name: Foods 7/8 Classes

Person responsible: Rackow, Rosemarie

Purpose and timelines: At the beginning of the 2017/18 year, students chose their options. A handout was provided to families listing the available option classes, a description of the course and the costs involved. A course outline is sent home to parents. Included in the outline is a description of the course objectives, fees, and expectations.

Revenue to collect: Parents are asked to pay a fee for Foods classes. This is \$40 /student.

Items/Services to be purchased: The items to purchase are primarily groceries for the cooking of food products. However, also included are related cleaning products such laundry soap, drying towels, dish cloths and paper products. Items such as broken dishes, glasses and cutlery are items that need replacement.

Surplus/Deficit Handling Plan: In the event of a surplus at the end of the project, extra funds will be put towards need equipment such as waffle makers or needed supplies for the

following school year. If there is a deficit at the end of the project, I will need to increase the fee amount to reflect increasing grocery supplies and include this in next years project plans. I have not had a deficit in the past 7 years.

Project name: French Carnaval
Person responsible: Ethier, Michelle
Purpose and timelines: A letter went home to parents informing them that the Grade 5, 6, 7 & 8 French students would be participating in the outdoor Carnaval. Carnaval is to expose the students to various French cultural games/activities that people in Quebec City experience during their annual Winter Carnaval.
Revenue to collect: I asked every student to bring in \$2.
Items/Services to be purchased: The funds will go towards having the Maple Sugar Shack company make Maple Taffy for the students.
Surplus/Deficit Handling Plan: The total cost of the Maple Sugar Shack will be higher than the funds collected.

Project name: Girls Volleyball
Person responsible: Riess, Roxanne
Purpose and timelines: There will be a letter sent home to the parents notifying them of the details and a parent meeting will be held after our first team practice to go through the information that was brought home.
Revenue to collect: Fees are collected at the start of the season - \$120
Items/Services to be purchased: ECIS Volleyball League Fees Tournament Fees - FR Haythorne and Ardrossan Long Sleeve Warm-up Uniform Rental Fee
Surplus/Deficit Handling Plan: If there is any money left over, this money will be spent on a pizza party for the girls as part of their windup

Project name: Gr. 6 Alberta Aviation Museum
Person responsible: Steblyk, Marilyn
Purpose and timelines: A Field Trip note will be sent to parents to inform them of details of the trip and request funds for programming. This field trip will take place early 2018.
Revenue to collect: There will be a student fee for this field trip
Items/Services to be purchased: Educational program related to science curriculum and museum tour.
Surplus/Deficit Handling Plan: Funds will be put into year end student activities.

Project name: Grade 5 and 6 Musical Theatre
Person responsible: Smadis, Jennifer
Purpose and timelines: A course outline is made available to parents/students before they select their option classes.
Revenue to collect: Option fees of \$60 per student
Items/Services to be purchased: The option fees will cover the following: *Purchase of the musicals including production rights(Christmas and Spring) *Costumes, props, make-up *Set design and construction
Surplus/Deficit Handling Plan: Surplus will go towards the maintenance of current materials used for the program and purchasing/replacing of damaged and broken materials and new technology/equipment that is required.

Project name: grade 5 Birch Bay Year end trip
Person responsible: Kucy, Tara
Purpose and timelines: A letter will be sent home to parents and guardians to inform them about the

timelines: field trip to Birch Bay that will take place in June 2018.
Revenue to collect: Money will be collected for the cost of the field trip.
Items/Services to be purchased: The funds collected for the field trip will pay for the cost of the entry to Birch Bay.
Surplus/Deficit Handling Plan: The cost of the field trip will be divided by the number of students attending and we do not anticipate a surplus in this project.

Project name: Grade 5 Telus Field Trip
Person responsible: Kucy, Tara
Purpose and timelines: Addition to grade 5 science curriculum for Weather Unit. We will be participating in the Wonders of Weather educational program as well as taking part in the Imax film, Forces of Nature.
Revenue to collect: Cost to cover student, supervisor admission to Telus World of Science will be collected. The cost for this program is \$14.00 per student. The cost of the busing will be covered by the PSC.
Items/Services to be purchased: Costs will cover admission to the Telus World of Science and the Imax film.
Surplus/Deficit Handling Plan: There will not be surplus funds to this project as we will be collecting the specific amount of \$14.00 per student. There is no cost to the supervisors or teachers for this program.

Project name: Grade 5-8 Curling Team
Person responsible: Steblyk, Marilyn
Purpose and timelines: A letter detailing the team commitment is sent home to parents.
Revenue to collect: \$30 Student Fee.
Items/Services to be purchased: Ice rental for practice, bus rental, and bonspiel fee.
Surplus/Deficit Handling Plan: Any surplus will be used towards a lunchtime wind-up activity.

Project name: Grade 5-8 EICS Track Meet
Person responsible: Rackow, Rosemarie
Purpose and timelines: A letter is sent home after our school track meet to students who qualify.
Revenue to collect: \$15 Student Levy
Items/Services to be purchased: Bus Rental, Track Meet Fee
Surplus/Deficit Handling Plan: Any surplus will be used to purchase training equipment for the team.

Project name: Grade 5/6 Basketball
Person responsible: Doege, Nikki
Purpose and timelines: A letter with practice information, tournament dates, and the \$5 fee is sent home to interested families.
Revenue to collect: \$5 from each participating student to be used for tournaments.
Items/Services to be purchased: Tournament fees.
Surplus/Deficit Handling Plan: Replacement supplies and equipment will be bought.

Project name: Grade 5/6 Sport 4 Life
Person responsible: Doege, Nikki
Purpose and timelines: A letter will be sent home to parents with detailed information outlining the cost and activities.
Revenue to collect: \$150 is collected from each student for the semester.
Items/Services to be purchased: Class fees, activity fees, instructor fees, transportation fees, equipment maintenance and supply fees, facility costs, and equipment.
Surplus/Deficit Handling Plan: Any left over funds will be put into purchasing school equipment and replacing used things for the upcoming year.

Project name: Grade 5/6 Volleyball
Person responsible: Bjornstad, Jodie
Purpose and timelines: A letter will be sent home asking parents to pay \$10 for their child to participate in two volleyball tournaments (cost is \$5 each).
Revenue to collect: Cash will be collected by parents.
Items/Services to be purchased: Money will go to the cost of entering students to participate in the 2 tournaments provided by the district. (\$5 for each).
Surplus/Deficit Handling Plan: There will not be a surplus or deficit at the end of this project.

Project name: Grade 7 & 8 Musical Theatre program
Person responsible: Smadis, Jennifer
Purpose and timelines: A course outline is made available to parents/students before they select their option classes.
Revenue to collect: Program fees of \$450 per student
Items/Services to be purchased: The program fees will cover the following: *Purchase of the musicals including production rights(Christmas and Spring) *Costumes, props, make-up *Set design and construction *Replacement and purchase of technical equipment *Program T-shirt *Workshops/Presentations/Field trips *Viewing other musicals
Surplus/Deficit Handling Plan: Surplus will go towards the maintenance of current materials used for the program and purchasing/replacing of damaged and broken materials and new technology/equipment that is required.

Project name: Grade 7/8 Sports Program
Person responsible: Rice, Stephen
Purpose and timelines: A pamphlet detailing the program is supplied to interested families.
Revenue to collect: \$1090 (\$125 Deposit in Spring, Remainder in the Fall)
Items/Services to be purchased: Transportation, Clothing (Hoodie, Pants, T-Shirt, Shorts, Jersey), Programming (Facility Rentals, Instructors, Lessons, etc.)
Surplus/Deficit Handling Plan: Any surplus is used to purchase sports equipment for the program

Project name: Grade 8 ECSD Faith Day
Person responsible: Brady, Vernon
Purpose and timelines: This faith day is an opportunity for students to celebrate their faith in community with students from around the greater Edmonton area as their are empowered to be the Hands and Feet of Jesus on Earth.
Revenue to collect: All revenues will be generated through student levy.
Items/Services to be purchased: Funds generated will be used to pay for transportation to and from the faith day

be purchased:	in Edmonton
Surplus/Deficit Handling Plan:	Any deficits will be covered by student levy and surpluses will be applied to Gr. 8 Religion resources.
Project name:	Grade level Retreats
Person responsible:	Brady, Vernon
Purpose and timelines:	Retreats are coordinated to help students explore their faith and further build their relationship with God in an environment that is safe and fosters their journey.
Revenue to collect:	Revenues for retreats will be attained through Student levy.
Items/Services to be purchased:	Items purchased with funds will include food, transportation, facility rentals and materials for the retreat
Surplus/Deficit Handling Plan:	All deficits will be covered by student levy and surpluses will be applied to future youth group events
Project name:	Jasper Ski Trip
Person responsible:	Brady, Vernon
Purpose and timelines:	All information regarding this project will be communicated through lunch meetings with the students, information letters home to the parents and project updates through the teacher webpage.
Revenue to collect:	All revenues for this project will be through student levy.
Items/Services to be purchased:	Cost of the ski trip, water and food treats for travel on the bus, cost of swimming, prizes and games during the trip will be purchased with these funds.
Surplus/Deficit Handling Plan:	Any deficit will be covered through student levy and any surplus will be put towards a pizza party and a photo momento after the trip. This will be communicated through information letter sent home to parents.
Project name:	Leadership Program 7/8
Person responsible:	Brady, Vernon
Purpose and timelines:	Purpose of the project will be communicated through option package students fill out prior to the school year, through the course syllabus handed out at the beginning of the program and the school website.
Revenue to collect:	Sources of revenue are to be collected through student levy with support from OLA PAC.
Items/Services to be purchased:	Materials related to Foods component of the leadership program, spirit wear, materials related to the leadership program including print materials, online resources and leadership memberships, leadership event registrations and transportation
Surplus/Deficit Handling Plan:	Any surplus funds will go back into the Leadership program for future events. Any deficit will be made up through student levy.
Project name:	OLA Choir
Person responsible:	Smadis, Jennifer
Purpose and timelines:	Through a parent note home.
Revenue to collect:	\$10.00 per choir member
Items/Services to be purchased:	Choir Music
Surplus/Deficit Handling Plan:	Any surplus will be continued to be carried forward to purchase any additional supplies/instructional material that may be required.
Project name:	OLA Parent School Council

Person responsible: OLA Parent School Council Executive

Purpose and timeliness: Funds for fundraising include SUTP, Mundare Sausage; Purdy's Chocolates and Hot Lunch Program. It is communicated to parents and guardians via letters and synvoice sent home to let them know of these activities.

Revenue to collect: Revenue is received from all those who choose to participate in the fundraising events. Also, donations are accepted to help support the Apple Program and Breakfast Program for all the students.

Items/Services to be purchased: Transportation costs for students field trips. Shrove Tuesday Pancake Lunch, Apple Program, Youth Group and various school projects.

Surplus/Deficit Handling Plan: At the end of the year the remaining funds will stay in the account to be used for the following school year's services.

Project name: OLA Youth Group

Person responsible: Brady, Vernon

Purpose and timeliness: The purpose of this project will be communicated through meetings with students, letters home to the parents and teacher webpage with information regarding specific events

Revenue to collect: Sources of revenue will be through student levy with support from OLA PAC if possible.

Items/Services to be purchased: Food, activity resources, transportation and event registrations will be purchased with said funds.

Surplus/Deficit Handling Plan: All surplus monies will be carried forward for future youth group events. Any deficit will be covered through student levy. Stakeholders will be informed through letter home and teacher webpage.

Project name: Outdoor Education 7

Person responsible: Brady, Vernon

Purpose and timeliness: Purpose of the project will be communicated through option package students fill out prior to the school year, through the course syllabus handed out at the beginning of the program and the school website.

Revenue to collect: Student Fees of \$50.00 is collected for this option course.

Items/Services to be purchased: Funds will be used to assist in the purchasing and maintenance of equipment used within the course to further students understanding and engagement of course concepts. Funds are also used to pay for field-trips designed to help students strengthen their skills in Outdoor Education concepts.

Surplus/Deficit Handling Plan: Any deficit will be made up through student levy and any surplus will be applied to the Outdoor Education program for equipment maintenance and replacement.

Project name: Outdoor Education 8

Person responsible: Brady, Vernon

Purpose and timeliness: Purpose of the project will be communicated through option package students fill out prior to the school year, through the course syllabus handed out at the beginning of the program and the school website.

Revenue to collect: Student Fees of \$60.00 is collected for this option course.

Items/Services to be purchased: Maintenance of program equipment, materials required as part of the course, materials and costs related to the camping trip and transportation

Surplus/Deficit Handling Plan: Any deficit will be made up through student levy and any surplus will be applied to the Outdoor Education program for equipment maintenance and replacement.

Project name: Strathcona Wilderness Centre

Person responsible: Doege, Nikki
Purpose and timelines: Field Trip note will be sent to parents to inform of details of the trip and request funds for programming. Field trip will take place Spring, 2018.
Revenue to collect: Parents will sent in \$10.50 per student to cover the cost of program.
Items/Services to be purchased: Strathcona Wilderness Centre programming - nature walk, use of facility, and predator and prey game.
Surplus/Deficit Handling Plan: Funds will be put into year end student activities.

Project name: WEM World Waterpark Field Trip
Person responsible: Dziwenko, Jamie
Purpose and timelines: A letter is sent home detailing the trip. As well it is communicated through an email to all parents via Mrs. Littlemore and the weekly Smore.
Revenue to collect: Students will be charged \$36.
Items/Services to be purchased: West Edmonton Mall Choice pass (and lunch voucher) for admission to the Waterpark.
Surplus/Deficit Handling Plan: Any additional choice passes will be given to students who pay but are away on the date of the trip.

Project name: WISEST conference
Person responsible: Steblyk, Marilyn
Purpose and timelines: A detailed letter will be sent home to the parents of the 4 chosen grade 6 girls to attend the conference. Cost will be divided between school and student.
Revenue to collect: \$20 to be paid by each student, and \$20 per student to be paid by the school.
Items/Services to be purchased: Conference fees.
Surplus/Deficit Handling Plan: No surplus as all fees are paid to WISEST conference.

Project name: Young Author's conference
Person responsible: Steblyk, Marilyn
Purpose and timelines: Letters will be sent home with the details to the parents of the 12 selected participants
Revenue to collect: Students will be expected to pay the \$30 registration fee.
Items/Services to be purchased: One day writer's workshop on February 24, 2018
Surplus/Deficit Handling Plan: Each participant pays the exact cost of the workshop.