Project Plan Summary

St. John Paul II Catholic School
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Principal: Robert Stecyk

Project name:	Art 10, 20, 30
Person responsible:	Cross, Nicola
Purpose and timelines:	Funds will be collected for school supplies (Paint, Paper, Clay, Stained Glass, etc.)
Revenue to collect:	Student fees at the start of the semester: Art 10 (3credit) - $55, Art 10 (5 credit) - $75, Art 20/30 $85
Items/Services to be purchased:	Art Supplies
Surplus/Deficit Handling Plan:	Any surplus will fund the growing stained glass program.

Project name:	Art 9
Person responsible:	Cross, Nicola
Purpose and timelines:	Funds will be collected for school supplies (Paint, Paper, Clay, Stained Glass, etc.)
Revenue to collect:	Student fees at the start of the semester ($40.00 each)
Items/Services to be purchased:	Art Supplies
Surplus/Deficit Handling Plan:	Any surplus will fund the growing stained glass program.

Project name:	Awards - Evonik Awards - Evonik
Person responsible:	Roth, Rhonda
Purpose and timelines:	Each donor is notified by a letter in the mail.
Revenue to collect:	Whatever the donor sees fit.
Items/Services to be purchased:	It could be a new plaque or trophy or cash award to top recipient.
Surplus/Deficit Handling Plan:	Any surplus funds will be carried forward for the following years awards.

Project name:	Awards - Kosztinka
Person responsible:	Roth, Rhonda
Purpose and timelines:	Each donor is notified by a letter in the mail.
Revenue to collect:	Whatever the donor sees fit.
Items/Services to be purchased:	It could be a new plaque or trophy or cash award to top recipient.
Surplus/Deficit	Any surplus funds will be carried forward for the following years awards.

Handling Plan:

Project name:	Awards - Ladies Aux RCL #27
Person responsible:	Roth, Rhonda
Purpose and timelines:	Each donor is notified by a letter in the mail.
Revenue to collect:	Whatever the donor sees fit.
Items/Services to be purchased:	It could be a new plaque or trophy or cash award to top recipient.
Surplus/Deficit Handling Plan:	Any surplus funds wll be carried forward for the following years awards.
Project name:	Awards - Langdeau(French)
Person responsible:	Roth, Rhonda
Purpose and timelines:	Each donor is notified by a letter in the mail.
Revenue to collect:	Whatever the donor sees fit.
Items/Services to be purchased:	It could be a new plaque or trophy or cash award to top recipient.
Surplus/Deficit Handling Plan:	Any surplus funds will be carried forward for the following years awards.
Project name:	Awards - Other
Person responsible:	Roth, Rhonda
Purpose and timelines:	Each donor is notified by a letter in the mail.
Revenue to collect:	Whatever the donor sees fit.
Items/Services to be purchased:	It could be a new plaque or trophy or cash award to top recipient.
Surplus/Deficit Handling Plan:	Any surplus funds will be carried forward for the following years awards.
Project name:	Awards - Tracy Melnyk
Person responsible:	Roth, Rhonda
Purpose and timelines:	Each donor is notified by a letter in the mail.
Revenue to collect:	Whatever the donor sees fit.
Items/Services to be purchased:	It could be a new plaque or trophy or cash award to top recipient.
Surplus/Deficit Handling Plan:	Any surplus funds will be carried forward for the following years awards.
Project name:	Awards K of C
Person responsible:	Roth, Rhonda
Purpose and timelines:	Each donor is notified by a letter in the mail.
Revenue to collect:	Whatever the donor sees fit.
Items/Services to be purchased:	It could be a new plaque or trophy or cash award to top recipient.
Surplus/Deficit Handling Plan:	Any surplus funds will be carried forward for the following years awards.

Project name:	Boys Rugby
Person responsible:	Robert, David
Purpose and timelines:	School Sports - provided information pack given to parents and students
Revenue to collect:	Student Fees for Rugby to be determined in May 2017
Items/Services to be purchased:	Tournament costs (transportation, fee for tournament); clothing; Transportation; Rugby Equipment; metro league fees
Surplus/Deficit Handling Plan:	i if there is a remainder of an excess of $25 per student at the end of the school year, they will each be issued a refund for that amount. <25$ funds will be used towards purchasing equipment for future use

Project name:	Broadcasting 10/20/30
Person responsible:	Segberg, Don
Purpose and timelines:	The course fee will be included on the course outline and the registration guide.
Revenue to collect:	Students will be charged a $45 fee.
Items/Services to be purchased:	Memory cards will be purchased for the students to collect their finished projects.
Surplus/Deficit Handling Plan:	Up to $15/student may be carried forward to maintain equipment and enhance the program

Project name:	Broadcasting 9
Person responsible:	Segberg, Don
Purpose and timelines:	The course fee will be included on the course outline and the registration guide.
Revenue to collect:	Students will be charged a $35 fee.
Items/Services to be purchased:	Memory cards will be purchased for the students to collect their finished projects.
Surplus/Deficit Handling Plan:	Up to $15/student may be carried forward to maintain equipment and enhance the program.

Project name:	Cafeteria
Person responsible:	Kardynal-Bahri, Laurie
Purpose and timelines:	
Revenue to collect:	The cafeteria is contracted out and the person running it pays the school 5% of sales for monthly rent.
Items/Services to be purchased:	Maintenance & repairs on equipment in cafeteria
Surplus/Deficit Handling Plan:	Any surplus will be carried forward to cover expenses in the following year.

Project name:	Career Corner
Person responsible:	Labrecque, Nicole
Purpose and timelines:	The purpose of this grant money is to support the career corner of the Counselling Centre. There is no timeline on this grant, but a majority of it was spent in 2014-2015.
Revenue to collect:	None
Items/Services to be purchased:	Furniture

Surplus/Deficit Handling Plan:	The surplus is carried forward to purchase other items in the following year.

Project name:	Caution Fee-refundable book deposit
Person responsible:	Kardynal-Bahri, Laurie
Purpose and timelines:	All students are invoiced upon first registration in the school in grade 9 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:	Caution fee ensures that 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 withdrawal from school.

Project name:	Chapel Project
Person responsible:	Tymko, Steven
Purpose and timelines:	Donations to enhance the Chapel
Revenue to collect:	Donations
Items/Services to be purchased:	Materials to enhance the Chapel
Surplus/Deficit Handling Plan:	Any surplus will be used to enhance the Chapel.

Project name:	Choral/Musical Theatre
Person responsible:	Cava, Nicole
Purpose and timelines:	The Fees collected will be student course fees ($30), collected for the purpose of royalties, music, costumes, and performance of the students in the fine arts program
Revenue to collect:	The revenue selected will be course fees paid by students.
Items/Services to be purchased:	With these course fees, Music and accompaniment will be purchased, as well as costumes, and paying for any royalties tied to music for the fine arts program
Surplus/Deficit Handling Plan:	Any surplus and deficit will be carried into the following year to further the Choral/Musical Theatre program. Deficits will be prevented through student fundraising.

Project name:	Construction 10
Person responsible:	Wisniewski, Ben
Purpose and timelines:	This would be part of the course fees.
Revenue to collect:	We would collect 100.00 for the CTS fee for Construction 10
Items/Services to be purchased:	Materials (Wood, hardware, etc..)
Surplus/Deficit Handling Plan:	This allows the students to create projects and take them home when finished. Any surplus funds will be used to buy replacement supplies to enhance the program.

Project name:	Construction 20/30
Person responsible:	Wisniewski, Ben
Purpose and timelines:	This would be part of the course fees.

Revenue to collect:	We would collect 120.00 for the CTS fee for Construction 20 & 30.
Items/Services to be purchased:	Materials (Wood, hardware, etc..)
Surplus/Deficit Handling Plan:	This allows the students to create projects and take them home when finished. Any surplus funds will be used to buy replacement supplies to enhance the program.
Project name:	Construction 9
Person responsible:	Wisniewski, Ben
Purpose and timelines:	This would be part of the course fees.
Revenue to collect:	We would collect 65.00 for the CTS fee for Construction 9
Items/Services to be purchased:	Materials (Wood, hardware, etc..)
Surplus/Deficit Handling Plan:	This allows the students to create projects and take them home when finished. Any surplus funds will be used to buy replacement supplies to enhance the program.
Project name:	Cosmetology 10
Person responsible:	Teacher2, Unknown
Purpose and timelines:	The course fee will be included on the course outline and the registration guide.
Revenue to collect:	85.00/student
Items/Services to be purchased:	Supplies used such as mannequins, hair colour, make-up. Bus fees, entry fees, skills fees.
Surplus/Deficit Handling Plan:	Any surplus will be spent on replacing COS equipment and replenish supplies to enhance the program
Project name:	Cosmetology 20
Person responsible:	Teacher2, Unknown
Purpose and timelines:	The course fee will be included on the course outline and the registration guide.
Revenue to collect:	180.00/student
Items/Services to be purchased:	Supplies used such as mannequins, hair colour, make-up. Bus fees, entry fees, skill fees.
Surplus/Deficit Handling Plan:	Any surplus will be spent on replacing COS equipment and replenish supplies to enhance the program.
Project name:	Cosmetology 9
Person responsible:	Teacher2, Unknown
Purpose and timelines:	The course fee will be included on the course outline and the registration guide.
Revenue to collect:	50.00/student
Items/Services to be purchased:	Supplies used such as mannequins, hair colour, make-up. Bus fees, entry fees, skills fees
Surplus/Deficit Handling Plan:	Any surplus will be spent on replacing COS equipment and replenish supplies to enhance the program
Project name:	Cross Country
Person responsible:	Lemmens, Barb
Purpose and	Team Starts in September and continues until mid October. Information

timelines:	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.
Items/Services to be purchased:	Entry fees into meets, metro league fees, transportation costs, hotel costs if necessary.
Surplus/Deficit Handling Plan:	Surplus money will go towards future expenses in the program.

Project name:	CTS Equipment
Person responsible:	Kardynal-Bahri, Laurie
Purpose and timelines:	
Revenue to collect:	If there is any leftover funds from CTS classes it will be transferred into this a/c.
Items/Services to be purchased:	New CTS Equipment and repairs. Construction & foods labs.
Surplus/Deficit Handling Plan:	Any extra funds will be left in the account for future expenses.

Project name:	Curling
Person responsible:	Panich, Terri-Lynn
Purpose and timelines:	Team Starts in September and continues until the end of March. Information package is given to athletes and parents at the start of the year. Parent meeting will also be held.
Revenue to collect:	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, metro league fees, transportation costs, team clothing if necessary, team equipment if needed, windup activities.
Surplus/Deficit Handling Plan:	Surplus money will be divided into the uniform replacement, and the team sports discretionary fund.

Project name:	Digital Design 20/30
Person responsible:	Segberg, Don
Purpose and timelines:	This would be part of the course fees.
Revenue to collect:	We would collect 45.00 for the CTS fee for Communication Technology/Graphic Design.
Items/Services to be purchased:	Materials (paper, ink, etc)
Surplus/Deficit Handling Plan:	This allows the students to create projects and take them home when finished. Any surplus funds will be used to buy replacement supplies to enhance the program

Project name:	Digital Design 9/10
Person responsible:	Segberg, Don
Purpose and timelines:	This would be part of the course fees.
Revenue to collect:	We would collect 35.00 for the CTS fee for Communication Technology/Graphic Design.

Items/Services to be purchased:	Materials (paper, ink, etc)
Surplus/Deficit Handling Plan:	This allows the students to create projects and take them home when finished. Any surplus funds will be used to buy replacement supplies to enhance the program.
Project name:	Digital Photography10-12
Person responsible:	Warchol, Ewelina
Purpose and timelines:	The purpose is to implement the photography courses from the Com Tech curriculum. This will be communicated through the student registration guide.
Revenue to collect:	Course fee of $50/student
Items/Services to be purchased:	Materials and equipment (ie: cameras, lighting, photo printing, etc.)
Surplus/Deficit Handling Plan:	Surplus will be used to purchase equipment to enhance the program.
Project name:	Distance Learning
Person responsible:	Kardynal-Bahri, Laurie
Purpose and timelines:	Collect funds from students taking ADLC courses in order to cover our postage and processing costs
Revenue to collect:	Course recovery plus 20.00 for postage
Items/Services to be purchased:	Postage, packaging, and copying costs
Surplus/Deficit Handling Plan:	Cost recovery only. Any surpluses will go into supplies or postage
Project name:	Drama 20/30
Person responsible:	Cross, Nicola
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:	Student fees at the start of the semester ($75.00 per student)
Items/Services to be purchased:	Gels, Costumes, Scripts, field trip to see a play.
Surplus/Deficit Handling Plan:	.Any surplus will go towards expenses to help enhance the drama program.
Project name:	Drama 9/10
Person responsible:	Cross, Nicola
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:	Student fees at the start of the semester ($60.00 per student)
Items/Services to be purchased:	Gels, Costumes, Scripts, field trip to see a play.
Surplus/Deficit Handling Plan:	Any surplus will go towards expenses to help enhance the drama program.
Project name:	Drama Ticket Sales
Person responsible:	Cross, Nicola
Purpose and timelines:	Money is communicated to stakeholders through our theatre program. All funds will go towards future productions.
Revenue to collect:	Money is collected through ticket sales & fundraising.

Items/Services to be purchased:	Funds will purchase play royalties, costumes, set designs, and will cover Shell Theatre rental fees.
Surplus/Deficit Handling Plan:	All surplus funds will be saved for the following year to help enhance the program.
Project name:	Early Bird Phys. Ed
Person responsible:	Gau, Ryan
Purpose and timelines:	Class runs from start of September until the end of June. The course description will be posted in the student handbook. Project will be discussed in the course outline.
Revenue to collect:	100.00 in student fees
Items/Services to be purchased:	Camping trip registration fee, golf fees equipment replacement, and off campus activities.
Surplus/Deficit Handling Plan:	Any surplus fees will be used to purchase additional equipment that was used and damaged to replace it. This will be stated in the course outline.
Project name:	Faith Group
Person responsible:	Damur, Melissa
Purpose and timelines:	The group is an ongoing student group responding to student faith interests. Letter / email contact provided.
Revenue to collect:	Monetary - provided by students or parents for faith group activities only in the event of organized faith events requiring money for transportation or attendance. `
Items/Services to be purchased:	Funds are used for group resources, transportation to youth events, food for meetings, events and activities, etc.
Surplus/Deficit Handling Plan:	Any surplus will be retained for further faith group activites to cover items listed above, and / or reduce future costs and / or cover future deficits.
Project name:	Fashion 9/10
Person responsible:	Lemmens, Barbara
Purpose and timelines:	The course fee will be included on the course outline and the registration guide.
Revenue to collect:	Fashion 9 - $30.00 per student. Fashion 10 - 25.00/student
Items/Services to be purchased:	The $25.00 & 30.00/student will be used to fund the first project in Fashion 9/10 and other materials used throughout the course.
Surplus/Deficit Handling Plan:	Any surplus funds will be used to help fund the servicing of equipment used.
Project name:	Field Trip - Riverwatch
Person responsible:	Kozitzky, Andrew
Purpose and timelines:	Letter to be sent home with students stating the amount of the field trip
Revenue to collect:	Depending on the cost of the trip.
Items/Services to be purchased:	Transportation & field trip expenses.
Surplus/Deficit Handling Plan:	Once bussing & trip expense is paid there shouldn't be any surplus. If there is parents will be notified.
Project name:	Fine Arts
Person responsible:	Cross, Nicola
Purpose and	Students will be involved in a Variety Show which will showcase all talents;

timelines:	guitar, Fine Art, Musical Theatre, Choir as well as Drama.
Revenue to collect:	Revenue is collected from bottle returns & fundraising.
Items/Services to be purchased:	The funds will provide costumes, materials to build the set and will pay for the Shell rental fees.
Surplus/Deficit Handling Plan:	Surplus funds from our production will be used to enhance the program.
Project name:	Fitness Centre User Fee
Person responsible:	Reader, Sean
Purpose and timelines:	All Students will be invoiced at the beginning of the year.
Revenue to collect:	$5.00 student
Items/Services to be purchased:	Fee will cover access to the Fitness Centre and maintenance/replacement of equipment.
Surplus/Deficit Handling Plan:	Surplus funds remain in the account to offset future equipment replacement costs.
Project name:	Foods 10/20/30
Person responsible:	Gau, Michelle
Purpose and timelines:	Purpose is to implement the Foods Curriculum. It will be communicated through the registration guide.
Revenue to collect:	$100/student enrolled in foods 10/20/30
Items/Services to be purchased:	Consumables to run the foods 10,20 & 30 program (eg. Groceries)
Surplus/Deficit Handling Plan:	Any surplus is used to purchase equipment to help enhance the program.
Project name:	Foods 9
Person responsible:	Gau, Michelle
Purpose and timelines:	Purpose is to implement the Foods Curriculum. It will be communicated through the registration guide.
Revenue to collect:	$65/student enrolled in foods 9
Items/Services to be purchased:	Consumables to run the foods 9 program (eg. Groceries)
Surplus/Deficit Handling Plan:	surplus goes into the CTS Equipment fund.
Project name:	Girls Rugby
Person responsible:	Balla, Sarah
Purpose and timelines:	School Sports - provided information pack given to parents and students
Revenue to collect:	Student Fees for Rugby to be determined in May 2017
Items/Services to be purchased:	Tournament costs (transportation, fee for tournament); clothing; Transportation; Rugby Equipment; metro league fees
Surplus/Deficit Handling Plan:	if there is a remainder of en excess of $25 per student at the end of the school year, they will each be issued a refund for that amount. <25$ funds will be used towards team sports discretionary fund.
Project name:	Golf
Person responsible:	Gau, Ryan
Purpose and	Team Starts in September and continues until the end of September. There will

timelines:	also be practices and tournaments in the spring. Information package is given to athletes and parents at the start of the year. Parent meeting will also be held.
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 green fees, travel etc. will be collected depending on individual participation.
Items/Services to be purchased:	Entry fees into tournaments, metro league fees, transportation costs, green fees, hotel costs if necessary.
Surplus/Deficit Handling Plan:	Surplus money will go to team sports discretionary fund.

Project name:	Graduation Fee
Person responsible:	Tymko, Steven
Purpose and timelines:	All graduating students will be assessed the Graduation Fee.
Revenue to collect:	$130.00/student.
Items/Services to be purchased:	The Grad fee is used to support all Grad activities and expenses including: Grad Photo sitting fee, a copy of the composite photo and individual photo, facilities rentals, decorations, music and AV on Grad night, printing costs, and video production. This is a one time fee to cover all grad expenses.
Surplus/Deficit Handling Plan:	Unused funds will go into a Grad legacy fund to purchase a legacy item for the school from the Grad class.

Project name:	Graduation Legacy
Person responsible:	Kardynal-Bahri, Laurie
Purpose and timelines:	
Revenue to collect:	Any leftover funds from Graduation will be put into this account.
Items/Services to be purchased:	An annual gift from the graduating class for the school.
Surplus/Deficit Handling Plan:	If there is any surplus it will be put towards the following years legacy gift.

Project name:	Graphing Calculator
Person responsible:	Tymko, Steven
Purpose and timelines:	Students registered in Math 10C will be charged this 100.00 deposit. This is a one time fee which is refunded upon graduation or withdrawal from school provided that the calculator is returned in good shape.
Revenue to collect:	$100.00/student taking Math 10C
Items/Services to be purchased:	Calculator deposit ensures that all calculators are returned at the end of the year.
Surplus/Deficit Handling Plan:	All surplus fees are returned to the student upon graduation or withdrawal from school.

Project name:	High School Equipment
Person responsible:	Kardynal-Bahri, Laurie
Purpose and timelines:	
Revenue to collect:	Holding account for previous surplus.
Items/Services to be purchased:	Replace & maintain furniture & equipment in the school.

Surplus/Deficit Handling Plan:	

Project name:	Jr. Boys Basketball
Person responsible:	Reader, Sean
Purpose and timelines:	Team Starts in November and continues until the end of March. Information package is given to athletes and parents at the start of the year. Parent meeting will also be held.
Revenue to collect:	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, league fees, transportation costs, team clothing, hotel costs, team equipment if needed, officials costs, windup activities.
Surplus/Deficit Handling Plan:	Entry fees, league fees, transportation costs, team clothing, team equipment if needed, officials costs, windup activities.

Project name:	Jr. Boys volleyball
Person responsible:	Kozitzky, Andrew
Purpose and timelines:	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. Parent meeting will also be held.
Revenue to collect:	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, league fees, transportation costs, team clothing, hotel costs, team equipment if needed, officials costs, windup activities.
Surplus/Deficit Handling Plan:	Surplus money will be divided into the uniform replacement, and the team sports discretionary fund.

Project name:	Jr. Girls Basketball
Person responsible:	Balla, Sarah
Purpose and timelines:	Team Starts in November and continues until the end of March. Information package is given to athletes and parents at the start of the year. Parent meeting will also be held.
Revenue to collect:	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, league fees, transportation costs, team clothing, hotel costs, team equipment if needed, officials costs, windup activities.
Surplus/Deficit Handling Plan:	Entry fees, league fees, transportation costs, team clothing, team equipment if needed, officials costs, windup activities.

Project name:	Jr. Girls Volleyball
Person responsible:	Cava, Nicole
Purpose and timelines:	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. Parent meeting will also be held.
Revenue to collect:	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, league fees, transportation costs, team clothing, hotel costs, team equipment if needed, officials costs, windup activities.
Surplus/Deficit Handling Plan:	Surplus money will be divided into the uniform replacement, and the team sports discretionary fund.

Project name:	Jr.Badminton

Person responsible:	Romanowski, Pawel
Purpose and timelines:	Team Starts in March and continues until the end of April. Information package is given to athletes and parents at the start of the year. Parent meeting will also be held.
Revenue to collect:	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, transportation costs, team clothing, league fees, team equipment if needed, windup activities.
Surplus/Deficit Handling Plan:	Surplus money will be added to the team sports discretionary fund.

Project name:	Lost Textbooks
Person responsible:	Sutton, Judy
Purpose and timelines:	Funds are collected for lost textbooks or library books.
Revenue to collect:	Whatever the replacement cost of each textbook or library book is.
Items/Services to be purchased:	New textbooks or library books.
Surplus/Deficit Handling Plan:	Any surplus funds will be carried forward to the following year to purchase new textbooks/library books.

Project name:	Outdoor Ed 9
Person responsible:	Segberg, Don
Purpose and timelines:	Fee = $100. A letter will be sent home at the start of the year to communicate how fees will be spent. The fee will be clearly stated in the student handbook.
Revenue to collect:	Fee = $100. This fee will be included with student fees at the start of the year.
Items/Services to be purchased:	Orienteering fieldtrip, strathcona wilderness centre trip, supplies, end of the year camping trip
Surplus/Deficit Handling Plan:	Surplus budget will be used to buy replacement supplies to enhance the program

Project name:	Outdoor Living 10/20/30
Person responsible:	Segberg, Don
Purpose and timelines:	A letter will be sent home at the start of the course to communicate how fees will be used. The fee will be clearly stated in the student handbook.
Revenue to collect:	$100 will be paid at the start of the semester as a part of student fees.
Items/Services to be purchased:	Supplies, a trip to the Strathcona Wilderness Centre, end of the year camping trip, presenters.
Surplus/Deficit Handling Plan:	Surplus funds will be used to buy replacement supplies to enhance the program.

Project name:	Parent Council
Person responsible:	Kardynal-Bahri, Laurie
Purpose and timelines:	Project is the hold and tract the finances of the PAC in lieu of having a bank account
Revenue to collect:	PAC fundraising and donations
Items/Services to be purchased:	PAC costs such as awards and a few other items for the school
Surplus/Deficit Handling Plan:	The funds will always be caried over from year to year as the PAC no longer has a bank account.

Project name:	Patriot Bus
Person responsible:	Kardynal-Bahri, Laurie
Purpose and timelines:	
Revenue to collect:	Money is collected at .85/km from school groups or teams that use the bus.
Items/Services to be purchased:	Repairs & maintenance on the bus.
Surplus/Deficit Handling Plan:	Money will be left in account for future repairs and maintenance.

Project name:	PE Equipment Replacement Fund
Person responsible:	Gau, Ryan
Purpose and timelines:	
Revenue to collect:	Small amounts from PE classes and team sports will be used to replace old or broken equipment
Items/Services to be purchased:	Run down or broken PE and team equipment.
Surplus/Deficit Handling Plan:	Any surplus will be used to replace old equipment or add new equipment.

Project name:	Peer Mentorship
Person responsible:	Warchol, Ewelina
Purpose and timelines:	They are communicated as class fees for this course. It will be on the course outline that funds are collected for bussing to and from the schools and for supplies for the students.
Revenue to collect:	$40.00 per student
Items/Services to be purchased:	Busing to and from the schools, games, materials, craft supplies and semester wrap up party for mentors and mentees which includes a lunch.
Surplus/Deficit Handling Plan:	No anticipated surplus.

Project name:	Personal Fitness 10/20/30
Person responsible:	Reader, Sean
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:	$65 Fee will be collected at the start of the school year along with other student fees.
Items/Services to be purchased:	Field trips (UofA HPTRC, Dow Centre, etc), guest speaker, fitness centre equipment, training equipment.
Surplus/Deficit Handling Plan:	Surplus funds will be put into the Fitness Centre Equipment Replacement Account

Project name:	Personal Fitness 9
Person responsible:	Reader, Sean
Purpose and timelines:	Fee = $40 per student.Fees will be used for field trips and presenters. This will be clearly stated in the course outline and communicated to students as well as printed in the student handbook.
Revenue to collect:	School fees will be collected at the beginning of the school year.
Items/Services to be purchased:	Transportation to Pope John School and funds for simple equipment to lead games.

Surplus/Deficit Handling Plan:	Surplus funds will be used for extra activitires or put into the fitness centre equipment replacement fund.
Project name:	Photography 9
Person responsible:	Warchol, Ewelina
Purpose and timelines:	The purpose is to implement the photography courses from the Com Tech curriculum. This will be communicated through the student registration guide.
Revenue to collect:	Course fee of $30/student for photography 9.
Items/Services to be purchased:	Materials and equipment (ie: cameras, lighting, photo printing, etc.)
Surplus/Deficit Handling Plan:	Surplus funds will be used to purchase equipment to enhance the program.
Project name:	Phys Ed 10
Person responsible:	Balla, Sarah
Purpose and timelines:	Course fees are communicated in the course outline, Student Policy Handbook, and Registration Guide.
Revenue to collect:	Student-collected fees as a result of course enrollment - 75.00
Items/Services to be purchased:	Field Trips: curling, bowling, Power Yoga (transportation and usage costs)
Surplus/Deficit Handling Plan:	Surplus funds used to purchase equipment to enhance the PE program.
Project name:	Phys Ed 20/30
Person responsible:	Balla, Sarah
Purpose and timelines:	Course fees are indicated in the Student Handbook, Registration Guide, and course syllabus.
Revenue to collect:	Student-collected fees from course registrations - 110.00
Items/Services to be purchased:	Field Trips: driving range, golf course, tennis courts, hockey rink, curling, bowling alley, swimming pool (registration and transportation).
Surplus/Deficit Handling Plan:	Surplus funds will be used tp purchase equipment to enhance the PE program.
Project name:	Phys Ed 9
Person responsible:	Balla, Sarah
Purpose and timelines:	Fee = $20 per student. Students will be made aware that their fees will cover a dance instructor to come in during the dance unit. This will be clearly communicated in the course outline and student handbook.
Revenue to collect:	Fee= $20 per student. Fees will be collected at the beginning of the school year along with other student fees.
Items/Services to be purchased:	dance instructor time for zumba, squaredancing or Bollywood dancing.
Surplus/Deficit Handling Plan:	surplus will be spent on another activity like yoga or used to purchase equipment to enhance the PE program.
Project name:	Phys Ed Camping Trip
Person responsible:	Gau, Ryan
Purpose and timelines:	Letters will go home to parents outlining the details and expenses of the trip. Signed copies must be returned before attendance is accepted
Revenue to collect:	Students will pay for the price of the trip. Some fees will come out the Early bird PE account to help subsidize the trip

Items/Services to be purchased:	The registration for each participant, equipment used, food throughout the duration of the trip, and the travel costs.
Surplus/Deficit Handling Plan:	Any surplus will go back into the PE budget to help replace or buy new equipment for the trip. There should not be much or any surplus however.

Project name:	Religion
Person responsible:	Walker, Scott
Purpose and timelines:	Purpose of funding is to accommodate transportation, food, and site fees incurred by grade level field trips (World Religion Faith Experience - grade 11, Day of Service - grade 12)
Revenue to collect:	$20/ Student in grade 11 and 12
Items/Services to be purchased:	transportation, food and site fees
Surplus/Deficit Handling Plan:	Surplus funds (though there really shouldn't be any) will be returned if in excess of reasonable amount per student. Additional funds may be required (deficit) dependent on rising costs. Stakeholders will be notified as to this event well in advance.

Project name:	Robotics 10
Person responsible:	Panich, Terri-Lynn
Purpose and timelines:	The purpose is to implement the Robotic Engineering 10 (ELT1530C0) curriculum. It will be communicated through the registration guide.
Revenue to collect:	Each student will be charged $100 upon enrollment in the course.
Items/Services to be purchased:	The students will be provided with kits they can use during the semester. They may end up participating in competitions and the funds would be used for this as well.
Surplus/Deficit Handling Plan:	Up to $50/student may be carried forward to maintain equipment end enhance the program.

Project name:	Robotics 9
Person responsible:	Panich, Terri-Lynn
Purpose and timelines:	The purpose is to implement the Robotics 9 (ROB900) curriculum. It will be communicated through the registration guide.
Revenue to collect:	Each student will be charged $75 upon enrollment in the course.
Items/Services to be purchased:	The students will be provided with kits they can use during the semester. They may end up participating in competitions and the funds would be used for this as well.
Surplus/Deficit Handling Plan:	Up to $50/student may be carried forward to maintain equipment and enhance the program

Project name:	Ski Trip
Person responsible:	Zaleschuk, Elaan
Purpose and timelines:	Letter will be sent home with students stating how much the trip will cost.
Revenue to collect:	Depending on transportation, lift tickets, hotel costs.
Items/Services to be purchased:	Transportation, lift tickets, hotel
Surplus/Deficit Handling Plan:	If there is less than 500.00 the surplus will be used for deposit on the next years trip.

Project name:	Sr. Badminton
Person responsible:	Damur, Melissa/ McClure, Heather

Purpose and timelines:	Team Starts in March and continues until the end of April. Information package is given to athletes and parents at the start of the year. Parent meeting will also be held.
Revenue to collect:	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, transportation costs, team clothing, league fees, team equipment if needed, windup activities.
Surplus/Deficit Handling Plan:	Surplus money will be added to the team sports discretionary fund.

Project name:	Sr. Basketball Tourn
Person responsible:	Balla, Sarah
Purpose and timelines:	No funds are provided for tournaments from the stakeholders.
Revenue to collect:	Entry fees from different schools are collected.
Items/Services to be purchased:	Officials cost, game balls, coaches/officials room, PD opportunities
Surplus/Deficit Handling Plan:	Any surplus will remain in the account for coaches PD.. May also be used to help offset expenditures for each team.

Project name:	Sr. Boys Basketball
Person responsible:	Kozitzky, Andrew
Purpose and timelines:	Team Starts in November and continues until the end of March. Information package is given to athletes and parents at the start of the year. Parent meeting will also be held.
Revenue to collect:	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, metro league fees, transportation costs, team clothing, hotel costs, team equipment if needed, officials costs, windup activities.
Surplus/Deficit Handling Plan:	Surplus money will be divided into the uniform replacement, and the team sports discretionary fund.

Project name:	Sr. Boys Volleyball
Person responsible:	Gau, Ryan
Purpose and timelines:	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. Parent meeting will also be held.
Revenue to collect:	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, metro league fees, transportation costs, team clothing, hotel costs, team equipment if needed, officials costs, windup activities.
Surplus/Deficit Handling Plan:	Surplus money will be divided into the uniform replacement, and the team sports discretionary fund.

Project name:	Sr. Girls Basketball
Person responsible:	Balla, Sarah
Purpose and timelines:	Team Starts in November and continues until the end of March. Information package is given to athletes and parents at the start of the year. Parent meeting will also be held.
Revenue to collect:	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, metro league fees, transportation costs, team clothing, hotel costs, team equipment if needed, officials costs, windup activities.
Surplus/Deficit Handling Plan:	Surplus money will be divided into the uniform replacement, and the team sports discretionary fund.

Project name:	Sr. Girls Volleyball
Person responsible:	Keats, Cam
Purpose and timelines:	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. Parent meeting will also be held.
Revenue to collect:	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, metro league fees, transportation costs, team clothing, hotel costs, team equipment if needed, officials costs, windup activities.
Surplus/Deficit Handling Plan:	Surplus money will be divided into the uniform replacement, and the team sports discretionary fund.

Project name:	Sr. Volleyball Tourn
Person responsible:	Gau, Ryan
Purpose and timelines:	No funds are provided for tournaments from the stakeholders.
Revenue to collect:	Entry fees from different schools are collected.
Items/Services to be purchased:	Officials cost, game balls, coaches/officials room, PD opportunities
Surplus/Deficit Handling Plan:	Any surplus will remain in the account for coaches PD.. May also be used to help offset expenditures for each team.

Project name:	Student Activity Fee
Person responsible:	Kardynal-Bahri, Laurie
Purpose and timelines:	Students will be invoiced at the beginning of the year.
Revenue to collect:	$7.00/student.
Items/Services to be purchased:	This fee is collected to support student activities, speakers and student projects.
Surplus/Deficit Handling Plan:	Unused funds will remain in the account for future student activities and projects.

Project name:	Student Leadership Fee
Person responsible:	Kardynal-Bahri, Laurie
Purpose and timelines:	Students will be invoiced at the beginning of the year.
Revenue to collect:	$18.00/student.
Items/Services to be purchased:	This fee is collected to support leadership activities, speakers and student projects.
Surplus/Deficit Handling Plan:	Unused funds will remain in the account for future student activities and projects.

Project name:	Team Sports - Fundraising
Person responsible:	Gau, Ryan
Purpose and timelines:	It will be stated in team sports packages that go out to athletes and students

Revenue to collect:	Small leftover amounts from the different teams will be used. Any Fundraising will also be collected into this account and distributed to teams.
Items/Services to be purchased:	Used for unforeseen circumstances with athletics. Eg) major equipment repair or replacement, offset provincial costs for students, travel expenses, support for athletes in need, intramural program support, thank-you gift for coaches, etc.
Surplus/Deficit Handling Plan:	Surplus will be used to replace equipment that is run down or help offset costs for sports that have unexpected expenses.

Project name:	Technical Theatre 15/25/35
Person responsible:	Cross, Nicola
Purpose and timelines:	Students will pay fees in order to use/ purchase supplies in the classroom.
Revenue to collect:	Students will pay 50.00 to cover projects
Items/Services to be purchased:	Building supplies for miniature set designs, architects rulers, fabrics for costume design.
Surplus/Deficit Handling Plan:	All surplus will be moved forward to future technical theatre classes and enhance the program.

Project name:	Track & Field
Person responsible:	Lemmens, Barbara
Purpose and timelines:	Team Starts in May and continues until the start of June. Information package is given to athletes and parents at the start of the year. Parent meeting will also be held.
Revenue to collect:	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, metro league fees, transportation costs, team clothing, team equipment if needed, windup activities.
Surplus/Deficit Handling Plan:	Surplus money will be divided into the uniform replacement, and the team sports discretionary fund.

Project name:	Uniform Replacement
Person responsible:	Gau, Ryan
Purpose and timelines:	This will be communicated on team handouts given to athletes and parents.
Revenue to collect:	25.00/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:	Yearbook
Person responsible:	Kozitzky, Andrew
Purpose and timelines:	Purpose is to cover the cost of the yearbooks being ordered. It will be communicated through their school fees at registration.
Revenue to collect:	$40 + GST optional yearbook fee.
Items/Services to be purchased:	yearbooks for those ordered.
Surplus/Deficit Handling Plan:	surplus to be carried forward to purchase new equipment.