

Project Plan Summary



St. Theresa Catholic School

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Principal: Lorne Monaghan

Project name: Art Option
Person responsible: Shannon Chalifoux
Purpose and timelines: Parents will be notified of Art Fee on fee invoice.
Revenue to collect: Money collected from parents via school fees
Items/Services to be purchased: Art supplies for the course.
Surplus/Deficit Handling Plan: All funds collected will be spent on the art program

Project name: BP Energy Grant
Person responsible: Davison, Kurt
Purpose and timelines: Parents are not providing funds. Teachers won a grant from BP Energy who is providing the funds to the teachers/school. The timeline and purpose were indicated in the initial grant proposal to BP energy.
Revenue to collect: The only revenue for the three projects is received from BP energy. No parents are charged
Items/Services to be purchased: Technology Possible field trips and bussing PD
Surplus/Deficit Handling Plan: A follow up form will be sent to BP Energy at the end of the year detailing spending and project success/challenges. All money will be spent on the above items

Project name: Construction Option
Person responsible: Collin Elkow
Purpose and timelines: Fees are required to be charged to students enrolled in the construction program in order to cover the costs of materiel, consumables(Sandpaper, screws, etc), equipment and replacement tools and PPE. At the beginning of the year, fees will be invoiced to parents.
Revenue to collect: Fees charged to parents
Items/Services to be purchased: costs of materiel, consumables(Sandpaper, screws, etc), PPE. After completion of the course surplus funds in the amount of \$10 per student will be held aside for the purchase of replacement/newequipment and replacement tools. All remaining funds over and above that accumulated amount will be credited back to student accounts.
Surplus/Deficit Handling Plan: After completion of the course surplus funds in the amount of \$10 per student will be held aside for the purchase of replacement/newequipment and replacement tools. All remaining funds over and above that accumulated amount will be credited back to student accounts.

Project name: Construction/Media Sales
 Person responsible: Collin Elkow
 Purpose and timelines: Services provided (i.e. printing, silk screening for team shirts) are invoiced.
 Revenue to collect: Invoices provided to teams, etc. when services are provided. No parent fees are charged, as all revenue is generated from services provided.
 Items/Services to be purchased: Funds are held in savings to purchase new equipment for the construction and media option programs
 Surplus/Deficit Handling Plan: All funds saved will be used for their intended purpose of purchasing new equipment to maintain the quality of the programs offered

Project name: Design Studies Option
 Person responsible: Elaine Healey
 Purpose and timelines: Parents will be notified of Design Studies Fee on fee invoice.
 Revenue to collect: Fees collected from parents via school fee invoices
 Items/Services to be purchased: Supplies - balsa wood, glue, cutters, CO2 cars, CO@ cartridges, balsa wood gliders.
 Surplus/Deficit Handling Plan: Any surplus will be credited back to student accounts

Project name: Film Studies
 Person responsible: Healey, Elaine
 Purpose and timelines: The purpose of this project is to collect fees for students to participate in Film Studies as a complementary course. The fee is added to the student Rycor account
 Revenue to collect: Fees on student account paid by parents. The fee collected for this project in the amount of \$12.50 will be spent on a cost recovery basis and has been estimated based on expected costs.
 Items/Services to be purchased: Fees could be used for educational presentations, purchase of films/subscriptions.
 Surplus/Deficit Handling Plan: Surplus funds will be credited back to the student accounts after payment of all expenses for the year has been completed.

Project name: Foods Option
 Person responsible: Miskew, Mhairi
 Purpose and timelines: Fees are required to be charged to students enrolled in foods program in order to cover the costs of consumables (food, saran wrap, etc.), equipment and replacement of broken kitchen equipment. At the beginning of the year, fees will be sent to the parents via school fee invoices
 Revenue to collect: fees charged to parents
 Items/Services to be purchased: Cost of food, any other consumables, equipment and replacement of kitchen equipment.
 Surplus/Deficit Handling Plan: After completion of the course, surplus funds in the amount of \$10 per student will be held aside for the maintenance of equipment/purchase of replacement equipment as needed. All remaining funds over and above that amount will be credited back to student accounts.

Project name: Grants Received
 Person responsible: Chalifoux, Shannon
 Purpose and timelines: Various grants are applied for to different foundations

timelines:

Revenue to collect: Grants received from various foundations

Items/Services to be purchased: Each grant will have specific objectives and funds will be spent according the application for that funding

Surplus/Deficit Handling Plan: All funds will be spent on the required objectives that were submitted with the grant application

Project name: Learning Enhancement Projects

Person responsible: Monaghan, Lorne

Purpose and timelines: Optional fee added to school fee invoices

Revenue to collect: School Generated Funds

Items/Services to be purchased: Technology/furniture and equipment for alternative learning spaces within the school, MakerSpace consumables and additional resources to improve our MakerSpace initiative for students.

Surplus/Deficit Handling Plan: All funds collected will be spent on the above.

Project name: Lost Library Books and Texts

Person responsible: Susan Wagner

Purpose and timelines: Fees are required to be charged to students who have lost or damaged books that were borrowed or rented from the library.

Revenue to collect: Fees charged to parents

Items/Services to be purchased: Replacement of books or repair for the books.

Surplus/Deficit Handling Plan: Charges will be used to cover the replacement or repair fee.

Project name: Math Workbooks

Person responsible: Chalifoux, Shannon

Purpose and timelines: Option to purchase a math workbook for grades 5 and 6 is indicated on school fees invoice

Revenue to collect: Parent fees assessed on fee invoices

Items/Services to be purchased: Math Workbooks for grades 5 and 6 students

Surplus/Deficit Handling Plan: Fees charged on a cost recovery basis only so no surplus/deficit should occur

Project name: Media Arts Option

Person responsible: Michelle Danzell

Purpose and timelines: Fees are required to be charged to students enrolled in the Media Arts program in order to cover the costs of materiel(sublimation products), consumables(tape, paper, etc), equipment and replacement tools. Parents are invoiced via school fees.

Revenue to collect: Fees charged to parents

Items/Services to be purchased: materiel(sublimation products), consumables(tape, paper, etc), equipment and replacement tools, technology lease program with EICS

Surplus/Deficit Handling Plan: Surplus funds at the end of the year in the amount of \$10 per student will be kept aside to replace/maintain equipment as needed. Remaining funds over and above that amount will be credited back to student accounts

Project name: Outdoor Education 7
 Person responsible: Laura Cormier
 Purpose and timelines: Invoiced to parents via school fees invoices. Fees collected to purchase equipment/supplies to provide a program to our students in place of the normal field trips taken that cannot occur this year.
 Revenue to collect: Fees charged to parents
 Items/Services to be purchased: Supplies for outdoor ed lessons, projects
 Surplus/Deficit Handling Plan: Surplus funds will be refunded to student accounts.

Project name: Science Projects
 Person responsible: Boyne, Bill
 Purpose and timelines: Parents notified of fee via letter home
 Revenue to collect: Money collected via school fees
 Items/Services to be purchased: Enhanced Educational Services for science curriculum
 Surplus/Deficit Handling Plan: Cost recovery basis only. Surplus, if any, will be directed to offset the cost of other science projects/supplies

Project name: Wellness
 Person responsible: Clelland, Shelly
 Purpose and timelines: Parents will be notified of option fee on invoice for school fees
 Revenue to collect: Money collected from parents via school fees
 Items/Services to be purchased: A variety of guest speakers, nutritionists, personal trainer, psychologist, makeup artis, hairstylist, nail technician will be brought in to expose students to a career in wellness and to teach them about healthy mind and body.
 Surplus/Deficit Handling Plan: All funds will be spent on the program. Should there be unspent funds at the end of the program, a credit to student accounts will be processed.