

Project Plan Summary



École Our Lady of Perpetual Help Catholic School

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Principal: Alyre Morin

Project name:	5/6 Healthy Eating
Person responsible:	Slupek, Annick
Purpose and timelines:	Students will learn to make healthy decisions when it comes to food choices. They will familiarize themselves with the Canadian Food Guide and discover how to transform and prepare some of their favorite recipes into a healthier version. The students will also learn about safety around the kitchen and they will have the opportunity to further develop their cooking skills.
Revenue to collect:	A fee of 40.00\$ charged to parents
Items/Services to be purchased:	The money will be used to purchase kitchen utensils, ingredients and other kitchen materials.
Surplus/Deficit Handling Plan:	Any surplus will go to purchase items which will be used throughout the course of the option class. Ex. - cookbooks, ingredients. Surplus may also be used to support student life and activities in the school.
Project name:	5/6 Media Arts
Person responsible:	Keim, Hannah
Purpose and timelines:	Students in this option will explore various ways to create graphic art. Some areas they explore are photography, stop-motion videos (people and miniatures) and green screening. Students also create their own cartoon animation (frame by frame) and experiment with photo editing by superimposing images. Using all these skills, students are able to create projects such as short films, a magazine cover and other various forms of visual art.
Revenue to collect:	A fee of 30.00\$ charged to parents
Items/Services to be purchased:	Materials to help fabricate videos and photos as well as apps and music from iTunes.
Surplus/Deficit Handling Plan:	No surplus is planned. School has provided funds from the technology school budget to help offset costs to parents in every year.
Project name:	7/8 Construction
Person responsible:	Elkow, Collin
Purpose and timelines:	The purpose of this project is to collect fees from students for consumables and replenishment of materials for extra and specialized projects in the classroom. Students will be charged \$75 dollars for classroom projects that have been estimated based on the expected costs. As part of the \$60, \$15 will be transferred to the Construction Equipment project to replace aging machines at the beginning of each semester. (The machine being replaced can be mentioned in the Replacement of Construction Equipment project with a cost estimate and a timeline so that we have clearly definable goals in terms)
Revenue to collect:	

Items/Services to be purchased:	Consumable construction materials and tools that support curricular related projects.
Surplus/Deficit Handling Plan:	If there are surplus funds remaining at the end of the school year in the amount of @2.00 or less per student, the funds will be transferred to the Replacement of Construction Equipment project. Any surplus funds in the amount of \$2.00 per student or greater, will be reimbursed to the student via a credit to the student's account in PowerSchool. If fees collected are not sufficient to cover the activity costs, a "Constructions Shortfall" fee may be added to your student's account to cover the project's deficit (provided the cost is not above the board approved maximum).

Project name:	7/8 Foods
Person responsible:	Gartner, Amie/Annick Slupek
Purpose and timelines:	A fee is collected from parents for their child to participate in the Foods program. This fee will be requested at the beginning of the year as part of the school fees.
Revenue to collect:	A fee of \$45 per student will be collected to cover some costs. From that total, \$4.50 will be used to cover kitchen equipment replacement costs.
Items/Services to be purchased:	Food supplies as well as practical components for the grade 7 Foods program.
Surplus/Deficit Handling Plan:	Surplus / Remaining funds will go toward purchasing groceries and / or resources for the program.

Project name:	Agendas for students
Person responsible:	Morin, Alyre
Purpose and timelines:	School agendas are ordered for grade 5 & 6 students. This item is indicated in the school supply list and is part of the school fees. Purpose will be communicated to stakeholder via the school's website.
Revenue to collect:	A fee of 7.00\$ per student will be charged
Items/Services to be purchased:	The money will be used to purchase the agendas.
Surplus/Deficit Handling Plan:	Any surplus at year end will be transferred to the General project to be used to enhance student life

Project name:	Athletic Leadership
Person responsible:	Elkow, Collin
Purpose and timelines:	The purpose of the Athletic Leadership Course is to provide student athletes an opportunity to learn a wide variety of knowledge, skills and attitudes that support the maximization of physical, social, cultural and emotional potential through lifelong, non-traditional sporting endeavours. Students will have exposure to activities such as Scuba diving, Swimming, Water Polo, Fencing, Taekwondo, Zumba etc. Through a combination of theory and practical exposure, students enrolled in the course will learn about sport development through the study of: 1.Current training principles 2.Performance enhancement tools 3.Sport injuries as they apply to the athlete 4.Performance evaluation techniques 5.Personal and group development through leadership skills and volunteerism Purpose of the project is communicated to stakeholders via our website.
Revenue to collect:	A fee of 80.00\$ charged to parents
Items/Services to be purchased:	The cost of transportation and the field trips that are part of the practical component of the course.
Surplus/Deficit	Should there be money left, it would be used purchase/renew equipment used in

Handling Plan: this class or assisting the no charge options

Project name: Badminton

Person responsible: Miller, Chandra

Purpose and timelines: Fees are required to be charged to members of the badminton teams in order to cover the costs of team t-shirts, district fees, equipment and tournament fees. At the beginning of the season, fees will be sent to the parents of teammates in a letter, indicating the breakdown of the fees charged.

Revenue to collect: Participation Fees charged to parents

Items/Services to be purchased: Costs of t-shirts, district fees, equipment and tournament fees

Surplus/Deficit Handling Plan: Should there be any remaining funds at the end of the year, they will be used for an end-of-year party for all of the badminton teams. Parents will be informed of this intent in a letter sent at the beginning of the season.

Project name: Basketball Teams - boys & girls

Person responsible: Kadey, Tiffany

Purpose and timelines: Fees are required to be charged to members of the basketball teams in order to cover the costs of referees, uniforms, equipment and tournament fees. At the beginning of the year, fees will be sent to the parents of teammates in a newsletter, indicating the breakdown of the fees charged.

Revenue to collect: Participation Fees charged to parents.

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

Surplus/Deficit Handling Plan: Should there be any remaining funds at the end of the year, they will be used for an end-of-year party for all of the basketball teams. Parents will be informed of this intent in the newsletter sent at the beginning of the year.

Project name: Book Fair

Person responsible: Corbin, Heather

Purpose and timelines: Stakeholders are made aware of this event by Synremail, school website, Posters, Notes, Student Agendas.

Revenue to collect: Parents/ students pay for items purchased at the Book Fair.

Items/Services to be purchased: Books.

Surplus/Deficit Handling Plan: All money will be used to purchase new books for our school library. Any carryovers would be used to purchase library books the following school year.

Project name: Community Connection & Leadership

Person responsible: Gagnon, Denise

Purpose and timelines: The purpose of this option is to develop and practice positive leadership mindsets through actively planning and participating in community activities at the school, neighborhood, and community levels. Students will plan and organize school spirit days (such as the Thanksgiving Turkey Hunt, Pi Day Challenges, and Crazy Sock Day), neighborhood activities (snow shoveling, Christmas Cards), and community involvement (Linking Generations). They will also practice group skills through the Survivor Challenges.

Revenue to collect: Students are charged \$10 each at the beginning of the option.

Items/Services to be purchased: Materials needed to create items for others. Ex. Seniors' gifts at Christmas/Valentines/Easter Items needed for the Survivor Challenges (ex. decks of cards)

Surplus/Deficit: A surplus/deficit is not anticipated in the program.

Handling Plan:

Project name:	Enterprise & Innovation
Person responsible:	Elliott, Kevin
Purpose and timelines:	The purpose of this course is to learn about creating and developing a business. The students will research a product and attempt to sell it to the school population recording the total sales and profit margin. Profits from sales will be donated to charity or go back into supplies for the class.
Revenue to collect:	Sales from concession items
Items/Services to be purchased:	Items for sales in the concession. Ink and paper for advertising.
Surplus/Deficit Handling Plan:	Surplus will be donated to charity. Also a celebration of a job well done at the end of semester.
Project name:	Equipment Replacement fund for Construction
Person responsible:	Winland, Annette
Purpose and timelines:	Fees are required to be charged to students in order to cover the costs of equipment replacement over the years.
Revenue to collect:	Registration Fees charged to parents.
Items/Services to be purchased:	Equipment, other related items to the options
Surplus/Deficit Handling Plan:	The surplus will be carried over year after year to ensure sufficient funds for purchasing large ticket items.
Project name:	Equipment Replacement fund for Food
Person responsible:	Winland, Annette
Purpose and timelines:	Fees are required to be charged to students in order to cover the costs of equipment replacement over the years.
Revenue to collect:	Registration Fees charged to parents.
Items/Services to be purchased:	Equipment, other related items to the options
Surplus/Deficit Handling Plan:	The surplus will be carried over year after year to ensure sufficient funds for purchasing large ticket items.
Project name:	Farewell - grade 8
Person responsible:	Morin, Alyre
Purpose and timelines:	Fees are required to be charged to the students in grade 8 in order to cover the cost of food and decorating. A few months before the event, a letter will be sent out to the parents indicating the breakdown of the fees charged for the event.
Revenue to collect:	Participation Fees charged to parents.
Items/Services to be purchased:	The cost of food and decorating.
Surplus/Deficit Handling Plan:	Any surplus of money (which is not expected to happen) is carried over to the next year to help cover the costs of decorations. This will be stated in the newsletter that is sent home to the parents.
Project name:	Film Studies & Photography
Person responsible:	Opalka, Carianne
Purpose and timelines:	Students enrolled in this course will explore the different elements of design and composition used in digital photography. Students will also explore different forms of photography including portrait and conceptual photography. Students will analyze the different uses of camera angles/distance to create

meaning in film and will create their own movie trailers using this information. Career exploration and opportunities will also be explored and students will have an opportunity to practice building a photography/film portfolio.

Revenue to collect: Students are charged \$15 via school fees.

Items/Services to be purchased: Digital cameras and/or field trip for film study.

Surplus/Deficit Handling Plan: No surplus, deficit is projected.

Project name: General

Person responsible: Morin, Alyre

Purpose and timelines: Various fundraisers organized by classrooms. Ex. bake sale to purchase classroom books. Parents would be informed of this through a note sent home by the teacher.

Revenue to collect: Classroom raised money.

Items/Services to be purchased: Motivational items for students or special activities.

Surplus/Deficit Handling Plan: Any money left at the end of the school year would be carried over to the following year and be used to purchase motivational items and to support student life activities for our students.

Project name: Grade 5/6 CTF Courses

Person responsible: Assistant, Office

Purpose and timelines: Students will participate in various Career and Technology Foundations (CTF) courses throughout the school year. Parents will receive an email from their child's homeroom teacher providing specific details on the course prior to the start of the course.

Revenue to collect: A fee is collected from parents for their child to participate in the grade 5/6 CTF courses. This fee will be requested at the beginning of the year as part of the school fees (charged per semester).

Items/Services to be purchased: Resources, supplies, guest speakers to support student learning.

Surplus/Deficit Handling Plan: If there is a surplus of funds, parents will be reimbursed for the remaining funds.

Project name: Grade 7/8 CTF Course

Person responsible: Assistant, Office

Purpose and timelines: Students will participate in various Career and Technology Foundations (CTF) courses throughout the school year. Parents will receive an email from their child's homeroom teacher providing specific details on the course prior to the start of the course.

Revenue to collect: A fee is collected from parents for their children to participate in the grade 7/8 CTF courses. This fee will be requested at the beginning of the year as part of the school fees (charged per semester).

Items/Services to be purchased: Resources, supplies, guest speakers to support student learning.

Surplus/Deficit Handling Plan: If there is a surplus of funds, parents will be reimbursed for the remaining funds.

Project name: Hands on Science

Person responsible: McCoy, Sonia

Purpose and timelines: Students in this program will have the opportunity to gain a better

timelines: understanding of the world around us through creative and fun hands- on scientific experimentation. This course is designed to give the students the opportunity to further develop their ability to think critically, to make insightful observations and to hypothesize and analyse results, as they design and carryout a variety of scientific experiments. This course is also designed for students who are always asking “Why?” or “What would happen if?” and don’t mind getting their hands a little dirty to find out the answers. Purpose of the project is communicated to stakeholders via our website.

Revenue to collect: A fee of 15.00\$ charged to parents

Items/Services to be purchased: The money will be used to purchase materials for science activities and experiments.

Surplus/Deficit Handling Plan: Any surplus will go to purchase items which will be used throughout the course of the option class. Ex. - class sets of scissors, beakers, etc...

Project name: Hela Adventure

Person responsible: Alyre Morin

Purpose and timelines: The purpose of this project is to collect fees for students to participate in the Grade 8 year end activity. The activities included in this fee are: Hela Adventure

Revenue to collect: The fee collected for this project in the amount of \$400.00 will be spent on a cost recovery basis and has been estimated based on the expected costs.

Items/Services to be purchased: Fees for this project could be used to pay for transportation, registration, activities and accommodation costs.

Surplus/Deficit Handling Plan: No surplus is expected due to the flexible reconciliation fee at the end. If a family is in a deficit past the deadline, their child will not be permitted to go and money will be refunded.

Project name: Media Arts - 7/8

Person responsible: Elliott, Kevin / Amie Gartner

Purpose and timelines: Students in Media Arts will learn to use all the different aspects of computers as used in today’s multimedia environment. Emphasis will be placed on: Graphic Arts - Students will work with several graphic arts programs to develop their own computer art and to manipulate existing art to different media designs and functions. Video Making - Students will learn the aspects of video development and creation by developing their own video from beginning to end. Students also create different sublimation designs and print them on to key chains and t-shirts.

Revenue to collect: A fee of 30.00\$ charged to parents

Items/Services to be purchased: Printer ink, video materials - tripods, green screen, legos, props, Sublimation blanks.

Surplus/Deficit Handling Plan: All funds will be used on course materials.

Project name: Miok Moments

Person responsible: Smith, Ciara

Purpose and timelines: A meeting with Kyle McKinney, the Miok Scholarship coordinator, will occur to share the plan for the funds.

Revenue to collect: Donation - Miok Scholarship \$1000 (contact Kyle McKinney)

Items/Services to be purchased: The funds will be used to purchase incentives for Miok Moments. Four \$25 gift cards/month (February - June = 20), a grand prize item, a student plaque, and a school plaque. Miok Moments are focused on recognizing students, from grades 5-8, for showing a strong sense of character (will vary year to year based on the

district's theme). Each month, students who have received a Miok Moment will be entered into a draw. One name from each grade level will be drawn for one of the incentive items. At the end of the school year, all students who have received a Miok Moment will have their names entered into the grand prize draw. The winner will also receive a plaque and have their name engraved on the school plaque.

**Surplus/Deficit
Handling Plan:**

All of this donation will be used for this purpose.

Project name:

Outdoor Ed

Person responsible:

Elliott, Kevin

**Purpose and
timelines:**

Field trips include: Shelter Building, Cross-Country Skiing/Snowshoeing, Team Building, Navigation, Wall Climbing, Archery, etc. The Junior High Outdoor and Environmental Education class is composed of six main course elements: 1.Commitment to Action – Encourage responsibility for the local and global environment 2.Outdoor Expeditions – Learn the skills, judgement, confidence and sensitivity in outdoor settings 3.Environmental Investigations – Investigations regarding the effects of human lifestyles on environments 4.Outdoor Core – Learn the skills and attitudes necessary for a safe, comfortable outdoor experience in all seasons 5.Personal and Group Development – understand and respect self and others 6.Environmental Core – awareness and appreciation for living things and understanding of basic ecological processes Purpose will be communicated to stakeholder via the school's website.

Revenue to collect: A fee of 80.00\$ charged to parents.

**Items/Services to
be purchased:**

The costs of outside programs, such as Strathcona Wilderness Centre, for such programs as orienteering, fire building , etc.

**Surplus/Deficit
Handling Plan:**

Remaining fund at the end of the year will be used for equipment purchase towards the outdoor education program.

Project name:

Painting/Art Jr High

Person responsible:

Gagnon, Denise

**Purpose and
timelines:**

This course focuses on three major components of visual learning: Drawings (the way we record visual information and discoveries), Compositions (the way images are put together to create meaning) and Encounters (where we meet and how we respond to visual imagery). Students will have many opportunities to draw, paint and sculpt in various media. The program is further designed to allow students to be creative, to develop skills and knowledge, and to develop appreciation and respect for the artistic efforts of others.

Revenue to collect: A fee of 50.00\$ charged to parents

**Items/Services to
be purchased:**

Supplies for drawing and painting projects (ie acrylics, water color paints, oils and chalk pastels, and markers.

**Surplus/Deficit
Handling Plan:**

Any surpluses would be used to purchase more art supplies for this option. (Under \$5/student in surplus would stay in the project for art supplies, over \$5 would be refunded to the student)

Project name:

Robotics 1 - Jr. High

Person responsible:

Tremblay, Anik

**Purpose and
timelines:**

Based on the Electro-Assembly CTS curriculum, students will be delving into the world of robotics through the First Lego-League's Robotics for Youth. In FIRST LEGO League (FLL), students are immersed in real-world science and technology challenges. Teams design their own solution to a current scientific question or problem and build autonomous LEGO robots that perform a series

of missions. Through their participation, children develop valuable life skills and discover exciting career possibilities while learning. Purpose will be communicated to stakeholder via the school's website.

Revenue to collect: A fee of 45.00\$ charged to parents.

Items/Services to be purchased: Equipment, t-shirts and competition registration fees.

Surplus/Deficit Handling Plan: Should there be any remaining funds at the end of the year, they will be used for an end-of-year party for all of the students. Parents will be informed of this intent in the newsletter sent at the beginning of the year.

Project name: Sports Expérience

Person responsible: Miller, Chandra

Purpose and timelines: The purpose of the Sports Experience Course is to provide student athletes an opportunity to learn a wide variety of knowledge, skills and attitudes that support the maximization of physical, social, cultural and emotional potential through lifelong, non-traditional sporting endeavours. Students will have exposure to activities such as Kinball, Ultimate Frisbee, Spikeball, Taekwondo, Zumba, etc. Through a combination of theory and practical exposure, students enrolled in the course will learn about sport development through the study of sport development and technique, performance evaluation techniques and also personal and group development through leadership skills and participation. Fees are required to be charged to students to cover the costs of sports equipment. Purpose of the project is communicated to stakeholders via our website.

Revenue to collect: A fee of 20.00\$ will be collected from parents through school fees.

Items/Services to be purchased: Physical education equipment shall be purchased. Specifically, kinballs, spikeballs sets, frisbees, pinneys, and handball equipment.

Surplus/Deficit Handling Plan: Extra sports equipment for the class will be purchased with any additional funds at the end of the project.

Project name: Style and Self Care - Grade 7/8

Person responsible: Smith, Ciara

Purpose and timelines: Parents and students will see the course details on the school website. Parents and students will also receive additional information in the course outline given to students at the start of the course.

Revenue to collect: A fee of 40.00\$ will be collected from parents for their child to participate in the course. This fee will be requested at the beginning of the year as part of the school fees (charged per semester).

Items/Services to be purchased: Resources, supplies, and guest speakers to support student learning.

Surplus/Deficit Handling Plan: If there is a surplus over \$2/student a refunds to parents will be reimbursed for the remaining funds.

Project name: Tourism

Person responsible: Dufour, France

Purpose and timelines: The purpose of this project is to look at the impact of tourism in Alberta and around the world and develop knowledge and skills required for the tourism industry.

Revenue to collect: Students will be charged \$15 dollars for classroom projects have been estimated based on the expected costs. In addition, a cost recovery maybe apply if needed.

Items/Services to be purchased: Consumable, books, maps, guest speaker honorarium

Surplus/Deficit Handling Plan: if there are addition services required for the option, student will be charged a cost recovery fee. Any surplus funds in the amount of \$2.00 per student or greater, will be reimbursed to the student via a credit to the student's account in PowerSchool.

Project name: Uniform Replacement Fund

Person responsible: Smith, Ciara

Purpose and timelines: The Uniform Replacement Fund at the beginning of the year has a certain amount reserved for the usual wear and tear of uniforms. Every four years, uniforms will be replaced at a cost of \$/uniform or \$\$ per team. (A quote can and should be asked for to determine the amount required every four years) This project plan is used on a cost recovery basis only. After uniforms are purchased, the funds will start to collect again for the next four-year jersey replacement.

Revenue to collect: Athletes in each sport will be charged a uniform replacement fee of \$XX as part of their athletic fee to participate in the school sport. This fee will be transferred with a journal entry at the start of each season from the team project to this fund by the Secretary of the school.

Items/Services to be purchased: New uniforms (every four years) Uniforms are required for the following sports: Basketball girls and boys (4 teams), Volleyball girls and boys (4 teams), Soccer girls and boys (4 teams) etc.

Surplus/Deficit Handling Plan: Funds at the end of the year will be carried over until the fourth year. At that time, new uniforms will be ordered. If team uniforms are not needed in the fourth year, fees will be reduced (or eliminated) for successive years until uniforms are purchased. The account will then begin to charge for the next four-year replacement.

Project name: Volleyball

Person responsible: Kadey, Tiffany

Purpose and timelines: and Anik Tremblay - Fees are required to be charged to members of the volleyball team in order to cover the costs of referees, uniforms, equipment and tournament fees. At the beginning of thee year, fees will be sent to the parents of teammates in a newsletter, indicating the breakdown of the fees charged.

Revenue to collect: Participation fees charged to parents.

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

Surplus/Deficit Handling Plan: Remaining funds at the end of the year will be used for an end-of-year party for the boys and girls volleyball teams. Parents will be informed of this intent in a letter sent at the beginning of the year.

Project name: Yearbook

Person responsible: Gagnon, Denise

Purpose and timelines: Fees are required to be charged to members of the school who wish to purchase a school yearbook in order to cover the costs of printing and the upkeep of the photography equipment. Near the end of the year, a letter will be sent out to the parents indicating the breakdown of the fees charged if they wish to purchase a yearbook.

Revenue to collect: A fee of 30.00\$ charged to the parents.

Items/Services to be purchased: The costs of printing and repair/replacement (upkeep) of camera equipment.

Surplus/Deficit Handling Plan: Remaining funds at the end of the year will be used for the upkeep costs of the photography equipment . Parents will be informed of this intent in the

newsletter sent at the end of the year.