

# Project Plan Summary



**Holy Redeemer Catholic School**  
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 Ardrossan, AB  
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**Phone:** 780-922-4522  
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**Principal:** Gordon Marshall

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Project name: Boys Basketball Team  
 Person responsible: Kuchmak, Chris  
 Purpose and timelines: Money collected is used for the Boys Basketball team to cover costs of league fee, transportation and possible tournaments. Communication through letter home and parents meeting -preseason  
 Revenue to collect: Parents cover costs  
 Items/Services to be purchased: League Fee, Bus transportation, tournament fees.  
 Surplus/Deficit Handling Plan: Money will be used for an end of the season activity.

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Project name: Boys Volleyball Team  
 Person responsible: Kuchmak, Chris  
 Purpose and timelines: Boys Volleyball team costs will be communicated to parents through a letter home in addition to the parent meeting before the start of the season  
 Revenue to collect: parents are paying for the fees.  
 Items/Services to be purchased: League fee, Bus costs, Tournament Entry fee, Possible T-shirt, End of season event  
 Surplus/Deficit Handling Plan: Money will be used to cover costs of season end activity/party

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Project name: Christmas, Father's and Mothers Day Projects  
 Person responsible: Akhtar, Yasmin  
 Purpose and timelines: The purpose of these projects will be communicated to stakeholders via a newsletter and/or My Homework App and blog.  
 Revenue to collect: Parents will be asked to provide funds.  
 Items/Services to be purchased: Materials for these specialized projects will be purchased for these projects.

Surplus/Deficit Handling Plan: In the event of a surplus, I will let parents know via a newsletter and/or My Homework App and blog.

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Project name: Drama 5/6

Person responsible: Smith, Shara

Purpose and timelines: A letter was sent home to the parents stating the fees for this fine arts course.

Revenue to collect: Parents will be paying for this course via school fees for their child.

Items/Services to be purchased: Funds will be used to purchase props, parts of costumes, scripts and sets for any projects (plays, dance performances, presentations)

Surplus/Deficit Handling Plan: If there is a surplus of funds, they will be used towards rewarding the students for their efforts.

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Project name: Drama 7/8 Term 2

Person responsible: Smith, Shara

Purpose and timelines: Letter was sent home with course fees.

Revenue to collect: Parents will be paying for this course through their child's school fees.

Items/Services to be purchased: These funds will be used to pay for script and music for play, copyright costs, license cost, sets, props and parts of costumes.

Surplus/Deficit Handling Plan: If there is a surplus, we will use it towards a reward for the students at the end of the production.

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Project name: Elementary Art - grade 5

Person responsible: Joly-Davis, Lynne

Purpose and timelines: Through a note home parents will be made aware of the need for specialized art materials

Revenue to collect: User pay

Items/Services to be purchased: Specialized art material

Surplus/Deficit Handling Plan: canvas project

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Project name: Elementary art Grade 6

Person responsible: Joly-Davis, Lynne

Purpose and timelines: Through a not home parents will be made aware of the need for specialized art materials

Revenue to collect: user pay

Items/Services to be purchased: specialized art material

Surplus/Deficit Handling Plan: canvas project

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Project name: Field Trip - Legislative Assembly

Person responsible: Kuchmak, Chris

Purpose and timelines: Field trip to the Legislature grounds and participate in a number of activities on the grounds. Communication via Class blog, letter home. Date of trip is Thursday Feb 25th 2016

Revenue to collect: Cash, Cheque, from parents

Items/Services to be purchased: Bus to Legislative including return trip.

Surplus/Deficit Handling Plan: In the event of surplus will spend money on students year end activity.

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Project name: Field Trips

Person responsible: Akhtar, Yasmin

Purpose and timelines: The purpose of all field trips will be communicated to parents through an outlined account on My Homework App and blog.

Revenue to collect: Parents will be asked to provide funds for the cost of bus, entry fees and/or cost of program.

Items/Services to be purchased: Bussing cost and entry fee, and/or cost of program.

Surplus/Deficit Handling Plan: In the event there is a surplus, I will let parents know of the amount via a newsletter and/or My Homework App and blog.

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Project name: Fieldtrips

Person responsible: Beliveau, Joclyn

Purpose and timelines: The purpose of the projects will be shared with parents via my classroom newsletter and curricular links highlighted. Parents are made aware of the costs at the beginning of the year.

Revenue to collect: The fees will be charged to the parents.

Items/Services to be purchased: The funds will cover the cost of the activity and bussing.

Surplus/Deficit Handling Plan: Any remaining funds will be used at the end of the year to purchase a treat for the class. A letter will be sent at the beginning of the year to inform parents.

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Project name: Foods Option

Person responsible: Joly-Davis, Lynne

Purpose and timelines: Parents were made aware of cost before enrolling their child in the course

Revenue to collect: user pay

collect:

Items/Services to be purchased: foods for recipes

Surplus/Deficit Handling Plan: make a group meal

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Project name: Grade 2 Field Trips

Person responsible: Haston, Andrea

Purpose and timelines: The purpose and cost of the projects will be shared with parents at the beginning of the year and in class newsletters when field trips approach.

Revenue to collect: Parents will pay for admission cost and transportation

Items/Services to be purchased: The funds will go towards admission and transportation.

Surplus/Deficit Handling Plan: Any remaining funds will be used at the end of the year to purchase a treat for the class. A letter will be sent at the beginning of the year to inform parents.

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Project name: Grade 2 In school activities

Person responsible: Haston, Andrea

Purpose and timelines: The purpose and cost of the projects will be shared with parents at the beginning of the year and in class newsletters when the program approaches.

Revenue to collect: Fees will be collected from parents.

Items/Services to be purchased: Funds will cover the cost of the in-school activity.

Surplus/Deficit Handling Plan: Any remaining funds will be used at the end of the year to purchase a treat for the class. A letter will be sent at the beginning of the year to inform parents.

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Project name: Holy Redeemer Running Club

Person responsible: Smith, Shara

Purpose and timelines: Race fees, bussing costs (if applicable) and cost of running club t-shirt (if applicable) is sent home in a letter to the parents.

Revenue to collect: Parents are paying for their child's fees.

Items/Services to be purchased: Race costs, busing cost, t-shirt costs

Surplus/Deficit Handling Plan: In the event of surplus funds, these will be used towards a wind-up/end of season gathering.

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Project name: In School Activities

Person responsible: Beliveau, Joclyn

Purpose and timelines:	The purpose of the projects will be shared with parents via my classroom newsletter and curricular links highlighted. Parents are made aware of the costs at the beginning of the year.
Revenue to collect:	The fees will be charged to the parents.
Items/Services to be purchased:	The funds will cover the cost of the in-school activity.
Surplus/Deficit Handling Plan:	Any remaining funds will be used at the end of the year to purchase a treat for the class. A letter is sent at the beginning of the year to inform parents.
Project name:	Le Creperie
Person responsible:	Joly-Davis, Lynne
Purpose and timelines:	A note will be sent home advising the parents about the year end field trip for French 7/8.
Revenue to collect:	User pay
Items/Services to be purchased:	Busing and meal
Surplus/Deficit Handling Plan:	French cookbooks for the classroom
Project name:	Leadership 7/8 Term 1
Person responsible:	Smith, Shara
Purpose and timelines:	A letter was sent home to the parents with course fees.
Revenue to collect:	Parents will pay for student's costs with school fees.
Items/Services to be purchased:	Funds will be used towards leadership projects if needed.
Surplus/Deficit Handling Plan:	In the event of a surplus, students will be given a reward for their hard work and effort for what they did for the school community.
Project name:	Recorders
Person responsible:	Grudzinski, Larry
Purpose and timelines:	Music instrument for grade 3 and 4 . letter will be sent to parents
Revenue to collect:	\$5.88 to be paid by parents
Items/Services to be purchased:	Recorders
Surplus/Deficit Handling Plan:	Any surplus funds will be used for items for students to use in music class.
Project name:	Sports for Life
Person	Zakordonski, Shalynn

responsible:

Purpose and timelines: Letters to parents will be sent home, explaining the activities and excursions students will be participating in.

Revenue to collect: Parents/guardians are responsible for covering the costs of the class. Sports for Life is an option course.

Items/Services to be purchased: Transportation and entry fees

Surplus/Deficit Handling Plan: If a surplus occurs at the end of term 1, students will attend an end of the term activity or be refunded.

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Project name: Symphony for kids

Person responsible: Grudzinski, Larry

Purpose and timelines: Parents will be aware via a note sent home about this Music field trip.

Revenue to collect: Parents to pay

Items/Services to be purchased: Admission plus cost of bus

Surplus/Deficit Handling Plan: Any surplus will be used toward student year end activities

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Project name: Teachers Pet (in school program)

Person responsible: Akhtar, Yasmin

Purpose and timelines: The purpose of this program will be communicated to parents through a newsletter and/or My Homework App and blog.

Revenue to collect: Parents will be asked to provide funds for the program.

Items/Services to be purchased: The cost of the program and the take home project that goes along with the in school project.

Surplus/Deficit Handling Plan: In the event there is a surplus, I will communicate to parents via a newsletter and/or My Homework App and blog, that any surplus will go towards the year end activity.