

SCHOOL GENERATED FUNDS - PROJECT PLAN

School Year: 2017-2018

School Cold Lake High School - Booster

Project Name Administration

Person Responsible Barb Swigart

Purpose and Timelines of Project. How is the purpose of the project to be communicated to stakeholders before they provide funds?

To Track Administration income and expenses.

What sources of revenue are to be collected?

Bank Interest

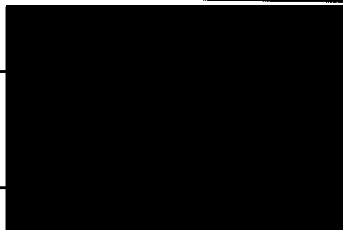
What will be purchased with the funds?

Category will be at a deficit as it pays bank fees.

Instructions for any surplus or deficit at the end of the project. How is this to be communicated with stakeholders who provided funds?

Deficit

Barb Swigart
Person Responsible



31-Jan-18
Date

Dustin Walker
Principal

31-Jan-18
Date

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Project Name ATM Float

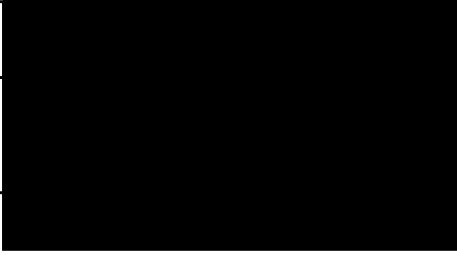
Person Responsible Barb Swigart/Terry Kaminski

Purpose and Timelines of Project. How is the purpose of the project to be communicated to stakeholders before they provide funds?
To run/track bank withdrawals to reload ATM Machine as well as Rapid Cash Direct Deposits for the ATM Machine

What sources of revenue are to be collected?
In and Out only.

What will be purchased with the funds?
In and Out Only

Instructions for any surplus or deficit at the end of the project. How is this to be communicated with stakeholders who provided funds?

Barb Swigart/Terry Kaminsk Person Responsible		31-Jan-18 Date
Dustin Walker Principal		31-Jan-18 Date

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Project Name ATM Revenue

Person Responsible Barb Swigart/Terry Kaminski

Purpose and Timelines of Project. How is the purpose of the project to be communicated to stakeholders before they provide funds?

To track Commission Revenue for users of the ATM Machine. Patrons are charged \$1.50 per transaction \$1.00 of which comes to the school.

What sources of revenue are to be collected?

Commission Revenue

What will be purchased with the funds?

Funds are used to support student travel by subsidizing travel costs and saving for the future capital cost of replacement vehicles.

Instructions for any surplus or deficit at the end of the project. How is this to be communicated with stakeholders who provided funds?

Funds are carried over.

Barb Swigart/Terry Kaminsk
Person Responsible

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Project Name Awards

Person Responsible Barb Swigart/Terry Kaminski

Purpose and Timelines of Project. How is the purpose of the project to be communicated to stakeholders before they provide funds?

To track student bursaries awarded to cafeteria work experience students.

What sources of revenue are to be collected?

Cafeteria Revenue.

What will be purchased with the funds?

Student Bursaries

Instructions for any surplus or deficit at the end of the project. How is this to be communicated with stakeholders who provided funds?

Carried Over

Barb Swigart/Terry Kaminski
Person Responsible

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Project Name Cafeteria

Person Responsible Terry Kaminski/ Administration

Purpose and Timelines of Project. How is the purpose of the project to be communicated to stakeholders before they provide funds?

Cafeteria is advertised on CLHS Website and internal TV Monitors, school handbook etc. Cafeteria provides healthy breakfast/lunch choices for students and staff. Occasionally cafeteria provide small lunches, coffee break snacks for small local clients as well as large meals for football yearend banquet and other football events, rugby events, athletic banquet etc.

What sources of revenue are to be collected?

Sale of food items.

What will be purchased with the funds?

Cafeteria staff salary, bulk food items

Instructions for any surplus or deficit at the end of the project. How is this to be communicated with stakeholders who provided funds?

Future capital costs associated with running a cafeteria, capital costs associated with replacing student vehicles, student atheltics, student activities.

Terry Kaminski/Administratic
Person Responsible

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Project Name Bus and Vans

Person Responsible Barb Swigart/Terry Kaminski

Purpose and Timelines of Project. How is the purpose of the project to be communicated to stakeholders before they provide funds?

The school owns/operates a fleet of 1-4 passenger bus, 2- 15 passenger mini busses and 2-7 passenger vans (staff vehicles). The vehicles are used for student curricular and extra curricular travel and for staff travel.

What sources of revenue are to be collected?

Students are charged a fee/km for extra curricular & curricular travel. Some schools in NLSD choose to rent CLHS vehicles.

What will be purchased with the funds?

Fuel, maintenance and repairs.

Instructions for any surplus or deficit at the end of the project. How is this to be communicated with stakeholders who provided funds?

Excess funds will be carried over to support future capital costs associated with vehicle replacement costs.

Barb Swigart/Terry Kaminsk
Person Responsible

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Project Name Float

Person Responsible Tracy Bergquist/Barb Swigart

Purpose and Timelines of Project. How is the purpose of the project to be communicated to stakeholders before they provide funds?

Start Up float of \$200.00 for cafeteria use.

What sources of revenue are to be collected?

Nil

What will be purchased with the funds?

Nil

Instructions for any surplus or deficit at the end of the project. How is this to be communicated with stakeholders who provided funds?

Nil

T Bergquist/Barb Swigart
Person Responsible

31-Jan-18
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Project Name GIC's/Surplus

Person Responsible administration

Purpose and Timelines of Project. How is the purpose of the project to be communicated to stakeholders before they provide funds?

Accumulated funds from previous years to be put toward capital costs associated with the purchase of replacement vehicles, football field.

What sources of revenue are to be collected?

Accumulated funds from previous years to be put toward capital costs associated with the purchase of replacement vehicles, football field.

What will be purchased with the funds?

Accumulated funds from previous years to be put toward capital costs associated with the purchase of replacement vehicles, football field.

Instructions for any surplus or deficit at the end of the project. How is this to be communicated with stakeholders who provided funds?

To be carried over until new vehicle/vehicles/football field is purchased/initiated.

Dustin Walker
Person Responsible

31-Jan-18
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Project Name Pop Machines

Person Responsible Terry Kaminski

Purpose and Timelines of Project. How is the purpose of the project to be communicated to stakeholders before they provide funds?

Pop Machines provide beverage choices for students and user groups in the school. Full service agreement with Coca Cola.

What sources of revenue are to be collected?

Commission revenue from Coca Cola from beverage sales.

What will be purchased with the funds?

Used to support student travel and athletics.

Instructions for any surplus or deficit at the end of the project. How is this to be communicated with stakeholders who provided funds?

Funds are carried.

Terry Kaminski
Person Responsible

31-Jan-18
Date

Dustin Walker
Principal

31-Jan-18
Date