



Our Lady of Mercy College  
Parramatta

Parents & Friends' Association

## General Meeting

### MINUTES

**Date: 19 November 2024**

**Time: 7pm**

**Venue: OLMC**

#### **Attendees - Staff and Committee:**

Lucie Farrugia (LF), Julie McIntyre (JM), Sean McIntosh (SM), Michael Johnson (MJ), Kylie Byrne (KB), Anj Maikap (AM), Sheyana LaBrooy (SL), Nazrina Kitchil (NK), Pankaj Gaur (NG) and Elizabeth Johnson (EJ)

#### **Attendees - Parents:**

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### **1. Welcome**

#### **1.1 Welcome**

*President*

- Welcome everybody to our first meeting with the new committee as we lead into 2025.
- It's an honour to be on the committee and to have been appointed President.
- A huge thankyou to the past committee & Pedro for his efforts as President and the many years of work he and other committee members have committed to the P&F.

#### **1.2 Prayer**

*Principal*

### **2. Attendance and previous minutes**

#### **2.1 Attendance / Apologies**

*Secretary*

Vanessa Cassin

#### **2.2 Acceptance of previous minutes**

*President*

Endorsed by SM and NK

### **3. Reports**

#### **3.1 Principal (LF)**

- Report attached.

#### **3.2 Registrar and Community Engagement Manager (JM)**

- Report attached.

### 3.3 President (SM)

- Report attached.

### 3.4 Treasurer (MJ)

- Report attached.

### 3.5 PRC (EJ)

- Report attached.

### 3.6 Social Convenor (AM)

- Thankful for the nomination, encourages attendance at the Cocktail Event and volunteer for Open Day BBQ early next year.
- Catering options for Open Day BBQ discussed
- **Action:** SM to send JM details of vegetarian food suggestion

## 4. Matters arising from previous minutes:

### 4.1 Open Day Catering numbers

## 5. General business

### 5.1 College Wish List (LF)

TAS Department minor refurbishment. \$60,000 of P & F funds have now been earmarked. Subject to final recommendations, unanimous approval of all committee members given.

**Action:** LF to email committee members final recommendations once ascertained this year to allow works to be completed as soon as possible.

**Subsequent Action:** Committee to then consider submitted final recommendations with a view to approving release of funds.

## 6. Other business

Actions to be placed on Agenda of next P & F meeting:

### 6.1 P&F Welcome Cocktail Party – Friday 14 February 2025 (JM)

### 6.2 Open Day – Sunday 2 March 2025 (JM)

### 6.3 Calendar of events for 2025 (JM)



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## P&F Meeting

19 November 2024

### Principal's Report

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#### MERCY DAY – Friday, 20 September 2024

Mercy Day at the College was a lively and vibrant celebration, unlike any ordinary school day. During the Mass we made tribute to two long-serving members of our staff. Mrs Jenn McIntosh who has taught at OLMC for 30 years and Mrs Cathy McNulty who has taught with us for 40 years. We welcomed to this Mass our Sisters of Mercy as well as past principals and special guests from our wider community and Mass will be led by Bishop Vincent and our Chaplain, Fr Walter.

Following the beautiful College Mass, students were given the freedom to explore a variety of exciting activities and enjoy delicious food, all thoughtfully organised by our dedicated staff. A highlight of the day was the dunk tank, where our brave teachers volunteered to take the plunge, much to the delight of the students! There were also arcade games, a photobooth to capture the fun, and music provided by a talented DJ, creating a lively atmosphere for everyone.

Mercy Day is a time for our community to come together and celebrate the spirit of Mercy, and this year was particularly special as we marked 135 years of excellence in education. On behalf of the students, I would like to extend our sincere thanks to the P&F for their ongoing support, especially in funding the DJ and photobooths, which played a key role in making this year's celebration so memorable.

#### WORLD TEACHERS' DAY - Celebrated on Friday, 18 October 2024

On behalf of the staff at OLMC, I would like to extend our heartfelt thanks to the P&F for generously providing a delicious morning tea in celebration of World Teachers' Day. It was a wonderful opportunity for the staff to come together, relax, and enjoy each other's company. We truly appreciate your kindness and support—it made the day even more special!

#### HSC EXAMS

The **Class of 2024** has now officially completed their HSC exams, celebrated their graduation, and enjoyed a memorable evening at their formal last week. With results set to be released on **18 December 2024**, we want to take this moment to congratulate them on reaching this significant milestone. We wish all our graduates the very best in their future endeavours and look forward to seeing the incredible things they will accomplish.

#### CATHERINE MCAULEY ANNIVERSARY DAY – Monday, 11 November 2024

Last Monday, we gathered with the Sisters of Mercy and Congregation staff in the Convent Garden for a special morning tea. This was an opportunity to pause and remember the life

and legacy of Catherine McAuley, whose vision and dedication continue to inspire all that we do here at OLMC. The beauty of the convent garden provided a peaceful setting for us to reflect on her incredible work, and the ongoing impact she has had on our community.

#### **REMEMBRANCE DAY – Monday, 11 November 2024**

Select OLMC students commemorated Remembrance Day at Prince Alfred Square with Dr. Andrew Charlton, MP for Parramatta. They laid a wreath and spoke on behalf of the College, honouring those who served and reflecting on the freedoms we enjoy today.

#### **COLLEGE HAT – Launched Tuesday, 12 November 2024**

At last week's College assembly, we unveiled the new OLMC hat, a special initiative promoting both community spirit and health awareness. Generously donated by the P&F, Alumnae Association, and the SRC, this hat is more than just an accessory—it represents our commitment to health, safety, and community. A big thank you to all involved in making this project possible. The hat will be compulsory for Term 4 and Term 1, and I look forward to seeing our OLMC girls proudly wear them this term.

We were also honoured to hear from Kirstie Fitzpatrick, a dedicated skin cancer ambassador and melanoma survivor, who shared her powerful story. Her message about the importance of sun safety and protection resonated deeply with all of us, leaving us inspired and committed to becoming more sun safe.

#### **CELEBRATION OF ACHIEVEMENT – 5 December 2024**

We are excited to bring the OLMC community together for the Celebration of Achievement at Quaycentre on 5 December 2024, from 4:00 pm to 6:00 pm. Students are looking forward to the daytime activities before being transported to the venue. Attendance is compulsory for all students.

#### **THANK YOU**

I would like to express my sincere gratitude to the P&F Committee for their exceptional dedication and hard work throughout 2024. The efforts and commitment of the outgoing Committee have been truly invaluable, and we are deeply appreciative of all that they have contributed to the College. As we look ahead, I am excited to welcome the newly elected members to the team. Together, we will continue to build on the strong foundation set by those before us, and I look forward to collaborating with all members of the P&F over the next 12 months to achieve even greater things for the College and its community.

Lucie Farrugia  
**Principal**





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## **P&F Meeting**

**19 November 2024**

**Registrar & Community Engagement Manager**

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### **Parent Welcome Morning and Student Allwell Testing – Saturday, 9 November 2024**

While students completed the Allwell diagnostic testing, I, along with the College Leadership Team, had the pleasure of welcoming parents to the College. We shared valuable information to support them as they navigate the transition from primary to secondary school. Throughout the presentation, the College music scholars provided a beautiful backdrop with live music.

Parents were also treated to a morning tea, and each family received a welcome candle as a gesture of our appreciation. Overall, it was a successful and enjoyable morning for all.

### **Year 7 2025 Orientation – Thursday, 21 November 2024**

The OLMC staff are busy preparing to welcome the newest members of our community, the Year 7 2025 students, for their Student Orientation Day this Thursday. It's an exciting time for the girls as they discover their house colours and meet their OLMC 'Big Sister'. The new students will officially begin their journey at OLMC on Thursday, 30 January 2025

### **Father Daughter Mass – Friday, 20 August 2024**

It was a fantastic Father's Day breakfast. Many thanks to all the Mum helpers, as well as to the P&F for generously funding the event.

### **St Gabriel's School 'Movement for Change' – Friday, 6 September 2024**

St Gabriel's School in Castle Hill caters to students who have a mild to moderate intellectual disability from kindergarten to year 12. This year is the first group of Year 12 students to graduate. OLMC were excited to collaborate in their Movement for Change campaign by inviting these students for an afternoon of fun activities where they joined several Year 12 classes from hospitality, dance, and PDHPE activities. The students had a great time and did not want to leave!

Forming valuable partnerships is a terrific way for both schools to share ideas, build community, and showcase our wonderful Mercy hospitality.

<https://youtu.be/43VqbjSKxKc>

### **Mercy Day – Friday, 20 September 2024**

The DJ and photo booths were again a hit. Thank you to the P&F for supporting Mercy Day by funding these activities.

### **Year 12 Graduation Morning Tea – Friday, 27 September 2024**

Thank you, again, to the P&F for providing the food for this event. It was lovely morning tea served between Mass and the Assembly.

### **Dance Extravaganza – Friday 18 October 2024**

Over **90 students** from **Year 7-11** performed in the showcase, presenting dance works from our Elective Dance classes and co-curricular dance ensembles. The evening was a great success, with over **400 parents** in attendance, including a large group of families from **Year 7 2025** and **Year 7 2026**.

### **OLMC Scholarships**

Scholarships for 2026 are now open and will close on Monday, 10 February 2025

### **Summer Edition – Thursday, 28 November 2024**

The OLMC Summer Edition will be showcasing works from all Visual Arts and Photographic & Digital Media students from Year 7-11.

### **2025 Immersion to Far North Queensland**

We are commencing the process of informing and interviewing students for our next immersion to Cairns. In 2025, we will take a group of students who, in 2024, are in Years 8 and 9. Travel will be in the October school holidays next year.

### **2025 Event Schedule**

Addendum # 1

Julie McIntyre

***Registrar & Community Engagement Manager***

## Addendum #1 – P& F Event Schedule - 2025

DATE	EVENT	TIME	COMMENTS
<b>TERM 1</b>	<b>30/1/2025 to 11/4/2025</b> <b>Break: 14/4/2025 to 27/4/2025</b>		
<b>7/2/2025</b>	Opening School Mass (AMCC)	<b>9:00am</b>	
<b>10/2/2025</b>	Year 7 House Welcome Evening (AMCC)	<b>6:30pm</b>	Sean to speak at this event Remind: Cocktail Party, Meeting
<b>14/2/2025</b>	P&F Cocktail Party (BS)	<b>6:30pm</b>	Alcohol to be purchased by P&F, extended expiry. Veronica stocktake
<b>18/2/2025</b>	P&F Meeting (Library & Zoom)	<b>7:00pm</b>	
<b>2/3/2025</b>	Open Day	<b>9am-3pm</b>	BBQ – Sausages/Breadrolls – P&F Vege Patties – OLMC

DATE	EVENT	TIME	COMMENTS
<b>TERM 2</b>	<b>28/4/2025 to 27/6/2025</b> <b>Break: 30/6/2025 to 20/7/2025</b>		
<b>3/5/2025</b>	Year 7 2027 Interview Day	<b>8am-2pm</b>	
<b>6/5/2025</b>	P&F Meeting (Library & Zoom)	<b>7:00pm</b>	
<b>12/5/2025</b>	Mother Daughter Mass (EA Hall)	<b>4:30pm</b>	<i>Afternoon Tea</i>
<b>23/5/2025</b>	Variety Night		



DATE	EVENT	TIME	COMMENTS
<b>TERM 3</b>	<b>22/7/2025 to 26/9/2025</b> <b>Break: 29/9/2025 to 12/10/2025</b>		
<b>5/9/2025</b>	Father Daughter Mass (Chapel)	<b>7:30am</b>	<b>Breakfast</b>
<b>19/9/2025</b>	Mercy Day		
<b>26/9/2025</b>	Year 12 Graduation Day		<b>Morning Tea</b>
<b>17/10/2025</b>	World Teachers Day		
<b>17/10/2025</b>	Dance Extravaganza (EA Hall)	<b>6.30pm</b>	
<b>21/10/2025</b>	P&F AGM Meeting (Library)	<b>7:00pm</b>	

DATE	EVENT	TIME	COMMENTS
<b>TERM 4</b>	<b>13/10/2025 to 5/12/2025</b> <b>Break: 8/12/2025 to ....</b>		
<b>8/11/2025</b>	Year 7 2026 Parent Welcome Event	<b>10:30am</b>	

OLMC P& F Meeting  
President's Report  
19 November 2024

Hats:

- A great initiative of the college.
- It's encouraging to see the number of students wearing the hats.
- Fortunately or unfortunately, we have not had many hot days to get the full benefit from the hats.
- With the summer months approaching the hats will be a great addition to the college uniform.

College Fees:

- The college is in a difficult balancing act when it comes to school fees.
  - To attract both quality staff & provide quality facilities comes at a cost.
  - I feel the college is doing a great job trying to get this balance right.
  - When we look at the college for its value for money. OLMC holds itself very well, based in western Sydney.
  - 70th in the top 100 SMH HSC rankings.
- OLMC is not a selective high school.**  
**OLMC encourages every student to obtain an ATAR, no matter their academic ability.**
- 25th within independent girls' schools on that list.
  - The fees for these independent girls' schools range:  
8x \$40,000 to \$50,000pa.  
9x \$30,000 to \$40,000pa.  
5x \$20,000 to \$30,000pa.  
3x \$10,000 to \$20,000pa. With OLMC sitting in this range.
  - Understanding that we have a broad economic range of families in our school community and many families extend themselves to send their daughters to the college and any additional fee increases can be difficult.  
**This broad economic range of families is one of OLMC's greatest attributes.**

Thankyou.

Regards  
Sean

**OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.**  
**INCOME & EXPENDITURE FORECAST**  
**As at 18 November 2024**

INCOME	Year to Date 2024/25	Remaining months forecast (\$)	Full Year 2024/25 Forecast	Full Year 2024/25 BUDGET	Var
Bank Interest Received	\$755.64	\$500	\$1,256	\$500	\$756
School Levies Received	\$750	\$45,000	\$45,750	\$45,000	\$750
Other	\$38	\$0	\$38	\$0	\$38
<b>TOTAL INCOME</b>	<b>\$1,544</b>	<b>\$45,500</b>	<b>\$47,044</b>	<b>\$45,500</b>	<b>\$1,544</b>

EXPENDITURE	Year to Date 2024/25	Remaining months forecast (\$)	Full Year 2024/25 Forecast	Full Year 2024/25 BUDGET	Var
<b>College Initiatives</b>					
1. College Hats	\$0	\$30,000	\$30,000	\$30,000	\$0
2. TBC	\$0	\$40,000	\$40,000	\$40,000	\$0
<b>Total Major Projects</b>	<b>\$0</b>	<b>\$70,000</b>	<b>\$70,000</b>	<b>\$70,000</b>	<b>\$0</b>
<b>Major Events</b>					
- P&F Cocktail evening	\$264	\$2,236	\$2,500	\$2,500	(\$0)
- Open Day BBQ	\$0	\$2,750	\$2,750	\$2,750	\$0
<b>Total Major Events</b>	<b>\$264</b>	<b>\$4,986</b>	<b>\$5,250</b>	<b>\$5,250</b>	<b>(\$0)</b>
<b>Catering</b>					
- Mercy Day	\$1,300	\$0	\$1,300	\$1,400	\$100
- World Teacher's Day	\$249	\$0	\$249	\$500	\$251
- Father's Day breakfast	\$1,463	\$0	\$1,463	\$1,400	(\$63)
- Year 12 graduation morning tea	\$2,332	\$0	\$2,332	\$2,500	\$168
- Mother/Daughter Mass	\$0	\$1,500	\$1,500	\$1,500	\$0
- Other (TBC)	\$0	\$500	\$500	\$500	\$0
<b>Total Catering</b>	<b>\$5,344</b>	<b>\$2,000</b>	<b>\$7,344</b>	<b>\$7,800</b>	<b>\$456</b>
<b>Other Expenditure</b>					
- Gifts, administration, bank charges	\$0	\$500	\$500	\$500	\$0
<b>Total Other Expenditure</b>	<b>\$0</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>	<b>\$0</b>
<b>TOTAL EXPENDITURE</b>	<b>\$5,608</b>	<b>\$77,486</b>	<b>\$83,094</b>	<b>\$83,550</b>	<b>\$456</b>
<b>NET RESULT</b>	<b>(\$4,065)</b>	<b>(\$31,986)</b>	<b>(\$36,051)</b>	<b>(\$38,050)</b>	<b>\$1,999</b>

**OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.**  
**FUNDS STATEMENT & FORECAST**  
**As at 18 November 2024**

CASH AT BANK	Year to Date 2024/25	Remaining months forecast	Full Year 2024/25 Forecast	Full Year 2024/25 BUDGET	Var
<b>Opening Cash - 1 July 2024</b>	<b>\$75,878</b>			<b>\$75,878</b>	
Total Cash inflows	\$794	\$45,500	\$46,294	\$45,500	\$794
Payment of outstanding 2023/24 account to OLMC	\$0	(\$10,124)	(\$10,124)	(\$10,124)	\$0
Total Cash outflows (College Initiatives)	\$0	(\$70,000)	(\$70,000)	(\$70,000)	\$0
Total Cash outflows (Operating)	\$0	(\$12,344)	(\$12,344)	(\$13,550)	\$1,206
<b>Closing Cash - 18 November 2024</b>	<b>\$76,672</b>	<b>(\$36,844)</b>			
<b>Closing Cash - 30 June 2025</b>			<b>\$29,704</b>	<b>\$27,704</b>	<b>\$1,999</b>

## OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.

### DDF Bank Statements

As at 18 November 2024

#### Our Lady of Mercy College Parents & Friends Association

1142S6

Available  
Current

**\$2,795.37**

\$2,795.37



DATE	TRANSACTION DESCRIPTION	DEBIT	CREDIT	BALANCE
23/10/2024	Entertainment Pu - COMM. 214248 [Eff Date: 22 OCT 24]		\$38.00	\$2,795.37
30/06/2024	Interest Credit		\$17.99	\$2,757.37
22/05/2024	t/f to 1142 I1	\$48,000.00		\$2,739.38
17/05/2024	TRANSFER EX 1142S5			
23/04/2024	BANK CHARGES	\$0.36		\$50,739.38

[View All Transaction and Account Details](#)

#### Our Lady of Mercy College Parents & Friends Association

1142I1

Available  
Current

**\$0.00**

\$73,876.23



DATE	TRANSACTION DESCRIPTION	DEBIT	CREDIT	BALANCE
18/09/2024	#21 25,380.19 Due 18DEC24 4.05%			Re-Invested
18/09/2024	COMP INT #21 4.1%		\$259.60	\$73,876.23
22/08/2024	#950 48,496.04 Due 22NOV24 4.05%			Re-Invested
22/08/2024	COMP INT #950 4.1%		\$496.04	\$73,616.63
18/06/2024	#21 25,120.59 Due 18SEP24 4.1%			Re-Invested

FY Budget

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**OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.**  
**INCOME & EXPENDITURE**  
**As at 18 November 2024**

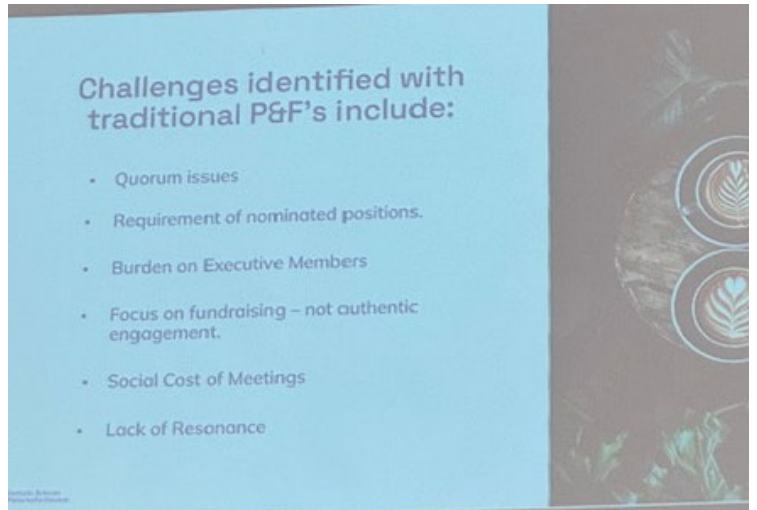
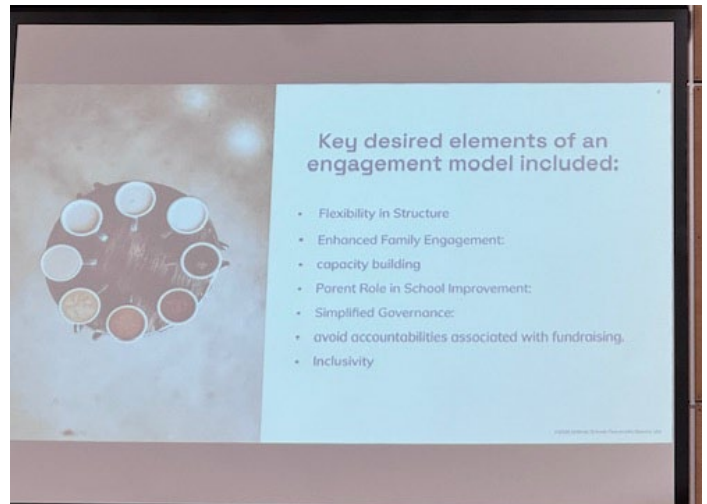
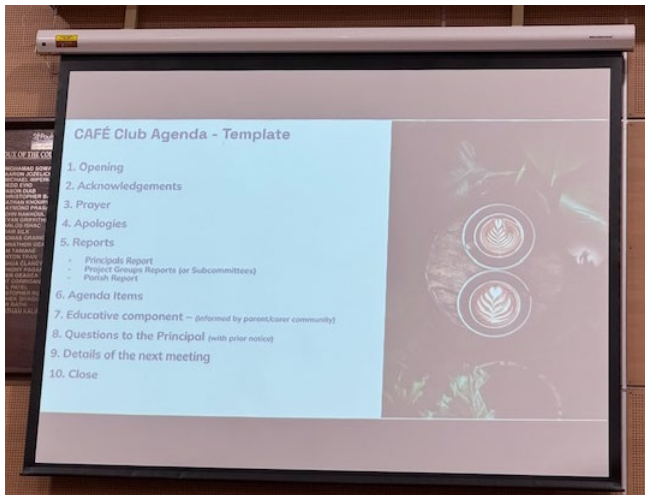
<b>INCOME</b>	<b>Date</b>	<b>\$</b>	<b>Documentation / Support</b>
Entertainment Book	23-Oct-24	\$38.00	per bank receipt
Term deposit interest	22-Aug-24	\$496.04	per bank receipt
Term deposit interest	18-Sep-24	\$259.60	per bank receipt
Prior Year levies paid - Aug24	31-Oct-24	\$750.00	per Oct24 OLMC Account
<b>TOTAL INCOME</b>		<b>\$1,543.64</b>	

<b>EXPENDITURE</b>	<b>Date</b>	<b>\$</b>	<b>Documentation / Support</b>
P&F cocktail party - student catering Dominos	31-Oct-24	\$264.35	per Oct24 OLMC Account
DJ & Photo Booth - Mercy Day 2024	31-Oct-24	\$1,300.00	per Oct24 OLMC Account
Woolworths Groceries/Fathers Day Breakfast - Catering	31-Oct-24	\$63.32	per Oct24 OLMC Account
2024 Fathers Day breakfast catering Evettes	31-Oct-24	\$1,400.00	per Oct24 OLMC Account
Morning Tea/Year 12 Graduation Morning Tea	31-Oct-24	\$2,331.60	per Oct24 OLMC Account
Bakers Delight Catering - World Teachers Day 2024	31-Oct-24	\$249.09	per Oct24 OLMC Account
<b>TOTAL EXPENDITURE</b>		<b>\$5,608.36</b>	

Term 4, PRC meeting was held on Monday 18<sup>th</sup> November at St Paul's Greystanes.

The speakers were the CEO of Catholic Schools Parramatta Diocese Jack DeGroot, PRC President, George Giovas and Vice President, Sharon Hader. They spoke about what the PRC is, how they plan to revitalise the group in 2025 and why the PRC is an important part of schools.

This was followed by Steve Batchelor, CSPD Family Engagement Officer – He outlined a current pilot program that is being trialled in about 15 CSPD schools. Called CAFE Club — an exciting and flexible alternative to P&Fs and parent groups for families!



The panel discussion of the evening was led by Dr Greg Elliot - Executive General Manager Quality and Performance CSPD, Anoushka Houseman – Wellbeing Leader, Santa Sophia College and Nicky Alsemgeest – Partnership Manager, St Columba College. They spoke on supporting our young people at every stage — from starting primary school to preparing for Year 12 and beyond.

Meetings are held on the Monday of Week 6 of each term.