



Our Lady of Mercy College
Parramatta

Parents & Friends' Association

General Meeting

MINUTES

Date: 7 May

Time: 7pm

Venue: OLMC Brigid Shelley Building Hall

Attendees - Staff and Committee:

Ludie Farrugia(LF), Susan Giacomelli (SG), Pedro Sampaio (PS), Vanessa Cassin (VC), Michael Johnson (MJ), Brindha Kugan (BK), Sheyana LaBrooy (SL), Katrina Leonardi (KL), Sean McIntosh (SM), Justine Hanks (JH), Nazrinn Kitchil (NK)

Attendees - Parents:

Elizabeth Johnson, Lisa Bremner, Ann Kumar, Sandhya Raghavendra

1. Welcome

Welcome

President

Prayer

Principal

2. Attendance and previous minutes

2.1 Attendance / Apologies

Secretary

2.2 Acceptance of previous minutes

President

- Many had not been able to see the Minutes on the Parent Portal. Consensus was to assume the minutes are accepted – parents encouraged to check portal and then get in touch if any questions/comments/clarifications.

3. Reports

3.1 **Principal (LF)**

- Report attached.

3.2 **Community Relations & Fundraising Manager (SG)**

- Report attached.
- Women in leadership event scheduled for Wednesday 29th May – evening session.
- Parent noted that there was a conflict for Year 7 going on camp that night. Busy calendars resulting in the clash occurring was acknowledged. Year 7 cohort would have opportunities in the following years to attend such events.

3.3 President (PS)

- Positive feedback on the Cyber security night organised by the College.
- AI meeting was noted as being extremely useful and valuable.
- Commented on recent uptick in violence and tragic events that had occurred in recent times.
- Importance of the girls at school to feel empowered to call out wrongdoing.
- Discussion held on matters surrounding domestic violence.

Action: *think about ways in which P&F can organise talks/ topics on DV etc.*

- *potentially assisted through the mercy support group*
- *local member attendance could be organised.*

3.4 Treasurer (MJ)

- Report attached.

3.5 PRC (SL)

- Suggestion that OLMC could host a PRC event and open it up to everyone on the list.

Action: *locate an email circulated by PRC (BK)*

3.6 Social Convenor (KL)

- Reflected on the success of Open Day and the noted how encouraging it was to see a large number of volunteers in attendance.

4. General business

4.1 LinkedIn Workshop (SG)

4.2 College Hat update (LF)

- Awaiting sample to be shared with everyone.
- Information to be available in Term 4

4.3 Mother's Day Volunteers needed (SG)

- Information to be sent out shortly.

5. Other business

- Some parents in Year 10 have requested if the subject information night could be done a hybrid session – in person and via Zoom (EJ)

Action: *LF to get back on this*

- A question was posed on whether all P&F meetings be hybrid. However, the majority felt that the in person sessions held twice a year and Zoom sessions twice a year were a better way to connect. Agreed to maintain status quo.



P&F Meeting

7 May 2024

Principal's Report

SWIMMING CARNIVAL

The Swimming Carnival was a resounding success, drawing enthusiastic participation from students and showcasing their athletic prowess. It fostered sportswomanship and great House spirit. So many memorable moments amongst a sea of colours.

P&F COCKTAIL PARTY

It was a delight to witness the numerous parents enjoying their time at the P&F Cocktail Party back in February. I thank the P&F for this initiative which extends a heartfelt welcome to newcomers joining the OLMC parent community.

OPEN DAY & ENROLMENTS

This year's Open Day witnessed yet another record attendance, with almost 2,500 visitors passing through the gates. While the event highlights our faculties, supported by our dedicated staff and guided by our outstanding Student Ambassadors, it's the celebration of our community that truly shines. Many thanks to the numerous parent volunteers who dedicated their time to cooking, serving and cleaning throughout the day under the superb leadership of the P&F Committee.

Applications for Year 7, 2026 have exceeded previous years, with the College receiving a staggering 406 (at last count) enrolment applications. In the coming weeks, we will be conducting interviews with these families in preparation for extending offers.

THE HONORABLE BOB CARR

We were delighted to welcome the Honorable Bob Carr, former NSW Premier, to the College in early April. Mr Carr's late wife, Helena, an OLMC alumna from 1964, cherished her time here. Mr Carr delivered an inspiring speech at our assembly followed by a morning tea and College tour.

STAFF DEVELOPMENT DAY

We commenced Term 2 with a Staff Development Day aimed at enhancing the professional skills of our staff. In 2024, we are focused on peer to peer learning and this involves classroom observations and all teachers selecting focus areas on which to grow. This is based on the HITS (high impact Teaching Strategies) program developed by the Victorian Education Department. Teachers are enjoying the continuum of development we have planned for the year.

PRINCIPALS BREAKFAST

Last week, I hosted a breakfast for Principals from our nearby Catholic primary schools. This initiative, which I started a few years ago, has proved beneficial to supporting and sharing our challenges, achievements and future goals for Catholic education in our local region. It is also important to maintain contact with the Diocesan Primary Schools when their Principals are asked to recommend future high schools for their families.

Lucie Farrugia
Principal

Postscript

Thank you for raising the questions around the possibility of the Year 10 Course Preference night being live-streamed into homes.

We will, however, stay with the format for the Year 10 Course preference evening as per 2023. The reasons are :

- The need for a total parent cohort engagement, face to face with all relevant staff on-site - to also receive hard copy materials on the night and allow for individual questions to individual Heads of Department who will all be present.*
- OLMC is accountable for all parents receiving this information. If we use a hybrid model, we cannot account for all parents to be present and gives an impression that this event is voluntary, when we are requiring compulsory attendance.*
- The event begins at 5 pm for individual discussions with teachers if needed, but the actual information is delivered at 6 pm -7 pm. After 7 pm parents not able to attend at 5 pm can stay on if necessary and teachers will be available.*



P&F Meeting

7 May 2024

Community Relations & Fundraising Report

P&F COCKTAIL PARTY

It was a wonderful event even with the tough competition of Taylor Swift being in town. Thank you for continuing to support and build community engagement at the College with events such as these.

OPEN DAY

THANK YOU to the incredible number of parents who supported the College assisted on the day. Special thanks to the P&F Committee, especially Katrina Leonardi for coordinating the food. While warmly welcoming all our visitors, you managed to make hard work look enjoyable. How you conduct yourselves is a credit to your commitment to achieving an inclusive and collaborative community.

CATHERINE MCAULEY ALUMNAE AWARD

In March, we honoured Irene Barry (Class of 1962) as the 2023 recipient of the Catherine McAuley Alumnae Award during an Assembly. This award serves as a testament to the impactful endeavours our alumnae pursue, embodying the values instilled during their time at the College. It serves as an inspiration for our current students, highlighting their responsibilities to advocate for those in need.

WOMEN IN LEADERSHIP – 29 May 2024

We are looking forward to hosting our seventh annual Women in Leadership Forum. Again, we encourage your whole family and friends to attend.

Susan Giacomelli

Community Relations & Fundraising Manager

**OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.
INCOME & EXPENDITURE FORECAST
AS AT 6 May 2024**

INCOME	Year to date as at 6 May 2024 (\$)	Remaining months forecast (\$)	Full Year 2023/24 Forecast (\$)	Full Year 2023/24 Budget (\$)	Var (\$)
Bank Interest Received	\$700	\$0	\$700	\$0	\$700
Fundraising Received	\$0	\$0	\$0	\$0	\$0
School Levies Received	\$46,500	\$0	\$46,500	\$45,000	\$1,500
Other	\$23	\$0	\$23	\$0	\$23
TOTAL INCOME	\$47,223	\$0	\$47,223	\$45,000	\$2,223
EXPENDITURE					
Major Projects					
1. Sue Ellson (Linkedin seminars)	\$0	\$5,000	\$5,000	\$30,000	\$25,000
2. New branded marquee	\$0	\$1,364	\$1,364		(\$1,364)
Total Major Projects	\$0	\$6,364	\$6,364	\$30,000	\$23,636
Major Events					
- P&F Cocktail evening	\$613	\$1,228	\$1,841	\$3,500	\$1,659
- Open Day BBQ	\$1,204	\$1,313	\$2,517	\$3,000	\$483
- Mercy Day (2 x photo booths + DJ)	\$1,300	\$0	\$1,300	\$1,400	\$100
Total Major Events	\$3,117	\$2,541	\$5,658	\$7,900	\$2,242
Catering					
- World Teacher's Day	\$226	\$0	\$226	\$650	\$424
- Mother/Daughter Mass	\$0	\$1,300	\$1,300	\$1,300	\$0
- Father's Day breakfast	\$1,400	\$0	\$1,400	\$1,400	\$0
- Year 12 graduation morning tea	\$0	\$2,400	\$2,400	\$2,500	\$100
- Other (TBC)	\$0	\$500	\$500	\$500	\$0
Total Catering	\$1,626	\$4,200	\$5,826	\$6,350	\$524
Other Expenditure					
- Gifts	\$0	\$0	\$0	\$500	\$500
- Administration/Printing	\$0	\$0	\$0	\$250	\$250
- Bank charges	\$1	\$0	\$1	\$0	(\$1)
Total Other Expenditure	\$1	\$0	\$1	\$750	\$749
TOTAL EXPENDITURE	\$4,744	\$13,104	\$17,848	\$45,000	\$27,152
NET RESULT	\$42,479	(\$13,104)	\$29,375	\$0	\$29,375

**OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.
FUNDS STATEMENT & FORECAST
AS AT 6 May 2024**

CASH AT BANK	Cash as at 6 May 2024 (\$)	Cashflows - Remaining Months (\$)	Cash 2023/24 FY Forecast (\$)	Cash 2023/24 FY Budget (\$)	Var (\$)
Opening Cash	\$33,124				
Total Cash inflows	\$47,223	\$0	\$47,223	\$45,000	\$2,223
Total Cash outflows (Major Projects)	\$0	(\$6,364)	(\$6,364)	(\$30,000)	\$23,636
Total Cash outflows (Operating)	(\$4,744)	(\$6,741)	(\$11,484)	(\$15,000)	\$3,516
Closing Cash	\$75,603	(\$13,104)	\$62,499	\$33,124	\$29,375

OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.

DDF Bank Statements

AS AT 6 May 2024

Account List				
Account	Name	Current	Available	
114255	Our Lady of Mercy College Parents & Friends Association	\$50,739.38	\$50,739.38	
114211	Our Lady of Mercy College Parents & Friends Association	\$24,863.64	\$0.00	

Authorisation Requests

There are no Authorisation Requests to display.

New Messages

There are no New Messages

Transaction History - Our Lady of Mercy College Parents & Friends Association				
Date	Description	Debit	Credit	Balance
23 APR 2024	BANK CHARGES	\$0.36		\$50,739.38
12 MAR 2024	TFR TO 650000 523807305 ONL To-Elizabeth and Michael Johnson Ref-P&F Cocktail expenses 2024 [Eff date: 12 MAR 24]	\$21.90		\$50,739.74
12 MAR 2024	TFR TO 082124 617267354 ONL To-Katrina Leonardi Ref-P&F Cocktail expenses 2024 [Eff date: 12 MAR 24]	\$591.05		\$50,761.64
12 MAR 2024	TFR TO 082124 617267354 ONL To-Katrina Leonardi Ref-OLMC Open Day expenses 2024 [Eff date: 12 MAR 24]	\$1,203.88		\$51,352.69
01 MAR 2024	OLMC PARRAMATTA - 33004-OLMCParramat [Eff date: 29 FEB 24]		\$26,274.00	\$52,556.57

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114255	Our Lady of Mercy College Parents & Friends Association	\$50,739.38	\$50,739.38	
114211	Our Lady of Mercy College Parents & Friends Association	\$24,863.64	\$0.00	

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Transaction History - Our Lady of Mercy College Parents & Friends Association				
Date	Description	Debit	Credit	Balance
18 MAR 2024	#21 24,863.64 Due 18JUN24 4.1%			Re-Invested
18 MAR 2024	COMP INT #21 4%		\$245.50	\$24,863.64
18 DEC 2023	#21 24,618.14 Due 18MAR24 4%			Re-Invested
18 DEC 2023	COMP INT #21 4.05%		\$246.09	\$24,618.14
18 SEP 2023	#21 24,372.05 Due 18DEC23 4.05%			Re-Invested

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**OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.
INCOME & EXPENDITURE
AS AT 6 May 2024**

INCOME	P&L mapping	Date	\$	Documentation / Support
Term deposit interest	Bank Interest Received	18-Sep-23	\$207.09	per bank receipt
Entertainment Book	Other	13-Oct-23	\$9.00	per bank receipt
School levy	School Levies Received	18-Sep-23	\$18,600.00	OLMC Account Aug23
Term deposit interest	Bank Interest Received	18-Dec-23	\$246.09	per bank receipt
Entertainment Pu - COMM. 214248	Other	31-Dec-23	\$14.00	per bank receipt
Interest Credit	Bank Interest Received	25-Jan-24	\$0.99	per bank receipt
2023 P & F Levy paid as at December 2023	School Levies Received	1-Mar-24	\$27,900.00	OLMC Account Dec23
Interest Credit	Bank Interest Received	18-Mar-24	\$245.50	per bank receipt
TOTAL INCOME			\$47,222.67	

EXPENDITURE	P&L mapping	Date	\$	Documentation / Support
Bank charges	- Bank charges	25-Jul-23	\$0.17	per bank charge
Bank charges	- Bank charges	26-Oct-23	\$0.12	per bank charge
2023 Mercy Day Photo booth & DJ	- Mercy Day (2 x photo booths + DJ)	18-Sep-23	\$1,300.00	OLMC Account Aug23
Bank charges	- Bank charges	21-Nov-23	\$0.13	per bank charge
Bank charges	- Bank charges	25-Jan-24	\$0.17	per bank charge
Catering for World Teachers Day, Bakers Delight Parramatta	- World Teacher's Day	1-Mar-24	\$200.91	OLMC Account Dec23
Catering for World Teachers Day, reimburse Sue Giacomelli	- World Teacher's Day	1-Mar-24	\$25.09	OLMC Account Dec23
Catering for Fathers Day Breakfast 1/9/23 Evette's Lunchbox	- Father's Day breakfast	1-Mar-24	\$1,400.00	OLMC Account Dec23
OLMC Open Day 2024 (sausages) - reimburse Katrina Leonardi	- Open Day BBQ	1-Mar-24	\$1,203.88	OLMC Account Dec23
P&F Cocktail 2024 (alcohol) - reimburse Katrina Leonardi	- P&F Cocktail evening	1-Mar-24	\$591.05	OLMC Account Dec23
P&F Cocktail 2024 (ice) - reimburse Elizabeth Johnson	- P&F Cocktail evening	1-Mar-24	\$21.90	OLMC Account Dec23
TOTAL EXPENDITURE			\$4,743.78	

NET RESULT - YTD FY 2023/24			\$42,478.89	
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