



General Meeting – 12 August 2025 (Zoom)

MINUTES

1. Welcome

Welcome

President

- Welcome everybody to Term 3 P&F Meeting
- Welcome back Lucie from her sabbatical

Prayer

Principal

2. Attendance and previous minutes

2.1 Attendance / Apologies

Secretary

Apologies – Parents:

Kelly Battiwalla, Devi Bala Rangarajan

Attendees - Staff and Committee:

Lucie Farrugia (LF), Julie McIntyre (JM), Sean McIntosh (SM), Vanessa Cassin (VC), Michael Johnson (MJ), Kylie Byrne (KB), Anj Maikap (AM), Nazrina Kitchil, Elizabeth Johnson (EJ), Sheyana La Brooy, Pankaj Gaur

Attendees - Parents:

Marianne Lavandero, Anne Pittam, Dani, Grace Todesco, Premlatha Devakar, San Murugesan, Ryan Santos, Soraya Bews, Lesleigh Butler, Katie Stivala, Catherine Dolle, Sujoy Majumdar, Mia Litchfield, George Zhu, Greg McDermott, Vicki Tanner, Nitesh Kumar, Hugh McDermott

2.2 Acceptance of previous minutes
Endorsed by CM & VC

President

3. Reports

3.1 Principal (LF)

- Report attached

3.2 Registrar & Community Engagement Manager (JM)

- Report attached

3.3 President (SM)

- Report attached

3.4 Treasurer (MJ)

- Report attached
- Comment from SM: The P & F are spending the money that we get at

the time we get it to assist the broader school community currently at the school at the time.

- In summary:

P & F expenses paid by OLMC Parramatta	\$840.66
P & F Levies paid by Families at June 2025	-\$300.00
Net Monies due from P & F	\$540.66

3.5 PRC (EJ): Nothing to report

3.6 Social Convenor (AM)

- Report attached

4. Matters arising from previous minutes

4.1 Budget for 2025/2026 (MJ)

- We will go through this at the AGM on 21/10/25 at 7 pm. We're looking for suggestions from Lucie and Julie for school needs/initiatives.

4.2 Martha O'Sullivan TAS refurbishment (LF)

- Looking forward to showing parents through it. A low budget allowed for 4 of the 6 areas to be refurbished, with painting, flooring, joinery, caballing, big tv screens and storage creating neat, inviting and future-proofed learning spaces.

5. General business

5.1 College Hat update (LF)

- On track for term 4. The new style of hat is more robust and comfortable with 6 sizes on offer. Towards the end of this term, we are going to run a campaign for the girls. Hopefully the girls take to them well.

5.2 New P&F Committee members (LF)

- We are looking to recruit new members especially because half of the committee will be leaving at the end of the year.

5.3 Father's Day Breakfast (JM)

- Preparations are underway and we will be seeking volunteers. A sign-up form will be sent out prior.

5.4 Mercy Day – DJ/Photobooths (JM)

- A DJ and Photobooth is funded by the P & F, as has been done in the past. Everything is in booked and in place. It is a wonderful celebration with Mass, food trucks and the girls love the DJ. Lots of fun things are happening on the day including competing with a teacher. We are seeking donations for raffles – gifts for hampers, dining vouchers, chocolate wheel. This is to support Mercy Works. Please email Julie (Julie.McIntyre@olmc.nsw.edu.au) with offers.

5.5 Year 12 Graduation - Morning Tea (JM)

- The P & F will fund the morning tea after the Mass. No volunteers are needed. The number of guests allowed will be clarified and communicated.

6. Other business

- Celebration of Achievement: a request was made to provide an update.

7. Post-Meeting Update

- 14/8/25 from LF:

There were two questions raised which I now can respond to.

Year 12 Graduation | Friday, 26th September 2025:

For clarification, we are asking parents to let us know the number of people per family that will attend the various activities such as the Mass. This is to help with our planning. We initially anticipate 2 guests per student but there is no restriction on close family members such as siblings and grandparents.

The Celebration of Achievement | Thursday, 4th December 2025:

This will be a daytime event moving forward. Please keep the daytime of Thursday, December 4th free to attend this event. We have included this information in 'Paragraph' this week and more details will follow closer to the date.

Thanks again to all parents.

Prepared by Kylie Byrne, Secretary.

OLMC P & F Committee:

President:	Sean McIntosh
Vice President:	Vanessa Cassin
Treasurer:	Michael Johnson
Secretary:	Kylie Byrne
Social Convenor:	Anjana Saha Maikap
PRC Rep:	Elizabeth Johnson
Ordinary Member:	Nazrina Kitchil
Ordinary Member:	Pankaj Gaur
Ordinary Member:	Sheyana La Brooy



P&F Meeting

12 August 2025

Principal's Report

YEAR 12 THE BIGGEST MORNING TEA | Friday, 23 May 2025

Annually the year 12 cohort host, The Biggest Morning Tea. This year, Year 12 students hosted a lunch to raise funds for RunDiPG in memory of their classmate, Kayla Ho. RUN DiPG is a charity dedicated to improving outcomes for patients and their families impacted by the deadliest form of childhood cancer. It is their mission to raise awareness of this disease, and to generate funding to support the advancement of DIPG/DMG research.

Diffuse Intrinsic Pontine Glioma (DiPG) or Diffuse Midline Glioma (DMG) is a type of Brain Tumor.

The lunch was beautiful display of the generous spirit of our College community, raising a remarkable total of \$1,176.25.

NEW STUDENT LEADERS

The new Students Leaders for 2025/2026 were commissioned at the College Assembly on the 24 June. The new leaders attended a Leadership Camp earlier this term, engaging in various team-building activities designed to cultivate effective communication, problem-solving and decision-making skills. They were also busy developing a vision for the upcoming year which was announced at our last whole school assembly. We are very proud of the entire Year 12 cohort for 2025/2026.

ALUMNAE CAREERS BREAKFAST & YEAR 11 COURSE PREFERENCES | Wednesday, 18 June 2025

In mid-June, we welcomed back 4 inspiring alumnae to speak to our senior students about their personal experiences and diverse career paths. Over 70 girls attended the Careers Breakfast which started the day of deliberation for our Year 10 students who also attended their Year 11 Course Preference in the evening.

- Kayla Wehbe – Class of 2017 - Project Engineer, Richard Crookes Construction
- Ruby Jenson – Class of 2011 – Senior Legal Project Manager, Baker McKenzie
- Victoria Silvestro – Class of 2011 – Senior Dietitian, Western Sydney Diabetes
- Maddy Nolan – Class of 2017 – Firefighter, NSW Fire & Rescue

ENROLMENTS

Our current enrolments are strong, and we continue to see growing interest in OLMC, particularly from senior students looking to transfer from other schools in 2026.

Our Twilight Tour on Thursday, 21 August focused on Senior Students entering Year 11 in 2026, who will have the opportunity to hear from our Director of Teaching and Learning and then attend the HSC Showcase after the tour.

For Year 7 2026, we still anticipate an intake of approximately 220 students, drawn from over 90 primary schools.

Interview and offers for the Year 7 2027 cohort have been completed, with the majority of offers now accepted. We are currently finalising enrolment numbers for the next two intakes.

SCIENCE TEACHERS' ASSOCIATION | Monday, 11 August 2025

As part of this year's national Science Week celebrations, OLMC was proud to host a vibrant science conference. Organised by the Science Teachers Association of NSW, the event featured engaging workshops, 12 exhibitors, and two wet labs.

With approximately 140 guests in attendance, it was a successful and inspiring day of learning, collaboration, and innovation in science education.

MARTHA O'SULLIVAN BUILDING UPDATE

With the grateful support of the P and F we met the targets set for the upgrade of the technology building with the refurb of 4 of the learning spaces with new furniture, electricals and storage. We still have 2 other classrooms upstairs needing attention but these areas will require more down time and funds to complete. Also to come is T2 (downstairs workshop).

I will approach the P and F in 2026 with a wish list around the completion of these works.

COLLEGE HAT UPDATE

We are now on track to reissue our new hats for the start of Term 4. I would like to thank our parents for their patience in all of this. The new hat will be much more robust and comfortable for the girls (with their varying hairstyles!) We will run a refresh campaign to illicit the support and enthusiasm we saw the first time around in 2024.

RECRUITMENT AND RETENTION OF TEACHERS

Everything you hear about teacher shortages is real and it's world wide. The landscape of retention of teachers in all schools is a challenge because of this shortage. Previously there was a 'season' when teachers chose to resign positions taking up new schools for the start of each year. Parents and students were ok with the rhythm of this. Now-a-days, there is no such season and it happens at any point. Often not even at the end of a term, but anywhere in the school year and there is no justification for movement other than a teacher seeing an opportunity to advance or earn more money in a different school. This also causes lagging in time to find a permanent teacher so casuals and retirees are filling gaps. It is a 'teacher's market' and this alone has changed the way schools retain or can't retain their staff.

Particular subject areas which are hard to fill are: Economics, TAS and Mathematics but this list is ever growing.

This will only worsen because teachers now have to give 7 weeks notice when resigning so the processes to finalise changes in teachers is extended.

I feel it's important for parents to understand that when a teacher leaves his/her class and the girls are understandably upset, there is nothing we can do but put in the measures we are currently adopting including succession planning and reaching out to teachers to have them on stand by (such as new graduates) for these times.

I want to state that when OLMC teachers leave our College it is rarely due to them being upset or annoyed with the school and all about taking up what they believe is a better opportunity for their personal growth.

Lucie Farrugia

Principal

Upcoming Events

Twilight Tour - Thursday, 21 August 2025

VA/TAS HSC Showcase – Thursday, 21 August 2025

Father Daughter Mass – Friday, 5 September 2025 (P&F Breakfast – Catering Canteen)

Mercy Day – Friday, 19 September 2025 (P&F DJ and 2 x Photobooths)

Year 12 Graduation – Friday, 26 September 2025 (P&F Morning Tea)

Cairns Immersion – Sunday, 28 September – Saturday, 4 October

14/8/2025: Post Meeting Communications emailed to attendees – from Lucie Farrugia

Thank you for your attendance and participation in this week's P &F meeting.

There were two questions raised which I now can respond to.

Year 12 Graduation | Friday, 26th September 2025

For clarification, we are asking parents to let us know the number of people per family that will attend the various activities such as the Mass. This is to help with our planning. We initially anticipate 2 guests per student but there is no restriction on close family members such as siblings and grandparents.

The Celebration of Achievement | Thursday, 4th December 2025

This will be a day time event moving forward. Please keep the **day time of Thursday December 4th** free to attend this event. We have included this information in "Paragraph" this week and more details will follow closer to the date.

Thanks again to all parents.

Warm regards,

Lucie



P&F Meeting

12 August 2025

Registrar & Community Engagement Manager Report

OLMC VARIETY NIGHT – Friday, 9 May 2025 – 6pm to 7.30pm

This was a fantastic event with approximately 300 attendees, family and friends supported the performers. Overall, a great event.

MOTHER DAUGHTER MASS & AFTERNOON TEA | Monday, 12 May 2025

Thank you to the volunteers and for the P&F funding for this event.

We had around 300 mothers and daughters attending.

The guest speaker was Mrs Jennifer McIntosh, she spoke about Mother Mary and Mercy.

This always a very special celebration. The evening ended with a good spread of cakes and coffee/teas.

Thank you once again to the P&F.

CAREERS BREAKFAST | Wednesday, 18 June 2025

We continue to be inspired by our wonderful alumnae with another successful Alumnae Careers Breakfast in mid-June. We welcomed back four Mercy Girls with varying experience in different careers to speak with our senior students about their journey from school to now. We are fortunate to have an active Alumnae Association who fund our Careers events to support our students as they leave the College

- Kayla Wehbe – Class of 2017 - Project Engineer, Richard Crookes Construction
- Ruby Jenson – Class of 2011 – Senior Legal Project Manager, Baker McKenzie
- Victoria Silvestro – Class of 2011 – Senior Dietitian, Western Sydney Diabetes
- Maddy Nolan – Class of 2017 – Firefighter, NSW Fire & Rescue

The common theme from our alumnae is perseverance and resilience.

CHAPEL SOIREE | Tuesday, 24 June 2025 | 5pm-6pm

Another successful event, 2nd year we have run this event. An intimate event held in the Mother Mary Clare Dunphy Memorial Chapel. Ticketed event, approximately 70 attendees. The purpose of the event was to showcase the talents of the performers.

A wonderful evening had by all.

TWILIGHT COLLEGE TOUR – Thursday, 21 August 2025

Twilight Tour on 21 August 2025 focus is Senior Students entering Year 9 - Year 11 2026. Small personalised showcase of the College and what senior study at OLMC looks like. There will be a presentation from our Director of Teaching and Learning – Louise Millar.

ENROLMENTS

We are currently preparing for the Year 7 2026 cohort.

Uniform appointments are currently being booked.

Preparation for the Parent welcome morning and allwell testing, November 8.

Catholic Primary School visits are nearly completed with handover from the Year 6 teachers.

Student Orientation day is Thursday, November 20.

Upcoming Events

Twilight Tour - Thursday, 21 August 2025

VA/TAS HSC Showcase – Thursday, 21 August 2025

Misericordia Collection – Alumnae Year 12 2024.

Father Daughter Mass – Friday, 5 September 2025 (P&F Breakfast – Catering Canteen)

Mercy Day – Friday, 19 September 2025 (P&F DJ and 2 x Photobooths)

Year 12 Graduation – Friday, 26 September 2025 (P&F Morning Tea)

Next meeting AGM 21st October 2025

Julie McIntyre

Registrar & Community Engagement Manager

President's report
Term 3 P&F Meeting.

3.3 President's Report

TAS Block

- Great to see the renovations to the TAS Block completed
- Two levels of woodwork & textiles facilities look fantastic.

Kayla Ho

- It was great to see the college fund raise in recognition of Kayla Ho, who we lost last year with funds going to the extremely rare cancer she had.

HSC Trials

- My daughter is one of many year twelve students doing her trials and said the venue at 12 VR (Victoria Rd) works really well.

AGM

- Our AGM is on the 21st October

Careers Breakfast

Maddy Nolan a Firefighter I have worked with, was one of the special guests at the College's annual Careers Breakfast just recently. It was great that she was able to attend and convey her career as a firefighter with Fire and Rescue NSW.

OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.
INCOME & EXPENDITURE FORECAST - 2024/25
As at 30 June 2025

INCOME	Full Year 2024/25 ACTUAL	Full Year 2024/25 BUDGET	Var
Bank Interest Received	\$3,043	\$500	\$2,543
School Levies Received	\$49,500	\$45,000	\$4,500
Other	\$62	\$0	\$62
TOTAL INCOME	\$52,605	\$45,500	\$7,105

EXPENDITURE	Full Year 2024/25 ACTUAL	Full Year 2024/25 BUDGET	Var
College Initiatives			
1. College Hats	\$30,000	\$30,000	\$0
2. TAS Dept - minor refurbishment	\$60,000	\$40,000	(\$20,000)
Total College Initiatives	\$90,000	\$70,000	(\$20,000)
Major Events			
- P&F Cocktail evening	\$2,585	\$2,500	(\$85)
- Open Day BBQ	\$2,438	\$2,750	\$312
Total Major Events	\$5,024	\$5,250	\$226
Catering			
- Mercy Day	\$1,300	\$1,400	\$100
- World Teacher's Day	\$249	\$500	\$251
- Father's Day breakfast	\$1,463	\$1,400	(\$63)
- Year 12 graduation morning tea	\$2,332	\$2,500	\$168
- Mother/Daughter Mass	\$841	\$1,500	\$659
- Other (TBC)	\$0	\$500	\$500
Total Catering	\$6,185	\$7,800	\$1,615
Other Exenditure			
- Gifts, administration, bank charges	\$0	\$500	\$500
Total Other Expenditure	\$0	\$500	\$500
TOTAL EXPENDITURE	\$101,208	\$83,550	(\$17,658)

NET RESULT	(\$48,604)	(\$38,050)	(\$10,554)
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OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.
FUNDS STATEMENT & FORECAST - 2024/25
As at 30 June 2025

CASH AT BANK	Full Year 2024/25 ACTUAL	Full Year 2024/25 BUDGET	Var
Opening Cash - 1 July 2024	\$75,878	\$75,878	
Total Cash inflows	\$52,605	\$45,500	\$7,105
Payment of outstanding 2023/24 account to OLMC	(\$10,124)	(\$10,124)	(\$0)
Less: Current Payable to OLMC as at 30 June 2025	\$541	\$0	\$0
Total Cash outflows (College Initiatives)	(\$90,000)	(\$70,000)	(\$20,000)
Total Cash outflows (Other)	(\$11,208)	(\$13,550)	\$2,342
Closing Cash - 30 June 2025	\$17,691	\$27,704	(\$10,554)

OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.
INCOME & EXPENDITURE
As at 30 June 2025

INCOME	Date	\$	Documentation / Support
Entertainment Book	23-Oct-24	\$38.00	bank receipt
Term deposit interest	22-Aug-24	\$496.04	bank receipt
Term deposit interest	18-Sep-24	\$259.60	bank receipt
Prior Year levies paid - Aug24	31-Oct-24	\$750.00	Oct24 OLMC Account
2024 P & F Levy paid as at November 2024	20-Dec-24	\$47,700.00	Dec24 OLMC Account
Interest Credit	31-Dec-24	\$15.23	Dec24 OLMC Account
Term deposit interest	22-Nov-24	\$495.06	Dec24 OLMC Account
Term deposit interest	18-Dec-24	\$256.27	Dec24 OLMC Account
Entertainment Pu - COMM. 214248	21-Mar-25	\$24.00	bank receipt
Term deposit interest	21-Feb-25	\$493.94	bank receipt
Term deposit interest	18-Mar-25	\$252.85	bank receipt
Prior Year levies paid - Mar25	31-Mar-25	\$750.00	Mar25 OLMC Account
Term deposit interest	22-May-25	\$476.62	bank receipt
Term deposit interest	18-Jun-25	\$257.76	bank receipt
Interest Credit	30-Jun-25	\$39.57	bank receipt
P&F Levies paid by Families at June 2025	30-Jun-25	\$300.00	Jun25 OLMC Account
TOTAL INCOME		\$52,604.94	

EXPENDITURE	Date	\$	Documentation / Support
P&F cocktail party - student catering Dominos	31-Oct-24	\$264.35	Oct24 OLMC Account
DJ & Photo Booth - Mercy Day 2024	31-Oct-24	\$1,300.00	Oct24 OLMC Account
Woolworths Groceries/Fathers Day Breakfast - Catering	31-Oct-24	\$63.32	Oct24 OLMC Account
2024 Fathers Day breakfast catering Evettes	31-Oct-24	\$1,400.00	Oct24 OLMC Account
Morning Tea/Year 12 Graduation Morning Tea	31-Oct-24	\$2,331.60	Oct24 OLMC Account
Bakers Delight Catering - World Teachers' Day 2024	31-Oct-24	\$249.09	Oct24 OLMC Account
Bank charges	20-Dec-24	\$0.09	bank charge
2024 OLMC Student hat contribution	31-Jan-25	\$30,000.00	Dec24 OLMC Account
Bank charges	31-Mar-25	\$0.08	bank charge
Bank charges	29-Apr-25	\$0.05	bank charge
Tfr to S McIntosh - P&F Cocktail expenses 2025	20-Feb-25	\$779.50	Authorised expense form
Tfr to S.McIntosh - Open Day expenses 2025	18-Mar-25	\$1,331.04	Authorised expense form
P&F Cocktail Party - catering (OLMC account)	31-Mar-25	\$1,541.39	May25 OLMC Account
Open Day - catering (OLMC account)	31-Mar-25	\$1,107.25	May25 OLMC Account
Bank charges	20-Jun-25	\$0.02	bank charge
Bank charges	22-Jul-25	\$0.02	bank charge
TAS Dept refurbishment - tfr to OLMC (1 of 2)	26-May-25	\$50,000.00	Mar25 OLMC Account
TAS Dept refurbishment - tfr to OLMC (2 of 2)	20-Jun-25	\$10,000.00	Mar25 OLMC Account
Mother/Daughter Mass catering	30-Jun-25	\$840.66	Jun25 OLMC Account
TOTAL EXPENDITURE		\$101,208.47	

OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.
DDF Bank Statements
As at 30 June 2025

Our Lady of Mercy College Parents & Friends Association		Available	\$1,544.36	^
1142S6		Current	\$1,544.36	
DATE	TRANSACTION DESCRIPTION	DEBIT	CREDIT	BALANCE
22/07/2025	BANK CHARGES	\$0.02		\$1,544.36
30/06/2025	Interest Credit		\$39.57	\$1,544.38
20/06/2025	BANK CHARGES	\$0.02		\$1,504.81
20/06/2025	TFR TO 082001 414133073 ONL To-Our Lady of Mercy College Parram Ref-OLMC May25 account + bal of TAS refurb	\$11,898.64		\$1,504.83
19/06/2025	TFR FROM 1142I1 [Eff Date: 18 JUN 25]		\$10,000.00	\$13,403.47

Our Lady of Mercy College Parents & Friends Association		Available	\$0.00	^
1142I1		Current	\$16,147.07	
DATE	TRANSACTION DESCRIPTION	DEBIT	CREDIT	BALANCE
19/06/2025	#21 16,147.07 Due 18SEP25 3.5% [Eff Date: 18 JUN 25]			Part Redeemed
19/06/2025	TFR TO 1142S6 [Eff Date: 18 JUN 25]	\$10,000.00		\$16,147.07
18/06/2025	#21 26,147.07 Due 18SEP25 3.5%			Re-Invested
18/06/2025	COMP INT #21 3.95%		\$257.76	\$26,147.07
22/05/2025	TFR TO 1142S6	\$49,961.66		\$25,889.31

Social Convenor's Report

August 2025

Communication from PRC - Justin Coulson Presentation late August

Social Convenor's Report

August 2025

- A warm welcome was extended to Lucy on her return.
- The upcoming **Father–Daughter Mass on 5th September** was highlighted as a memorable occasion for the school community.
- Recent events were acknowledged as very successful, with **‘Variety Night 2025’** noted as a particular highlight.
- It was also noted that Year 12 students are in the mid of Trial exams, with encouragement given for their collaborative study efforts and the extra support being provided by teachers.
- **Year 12 Graduation Day, Formal, and Final Day at school** were also discussed as important milestones for the senior students.