



Our Lady of Mercy College Parramatta

Parents & Friends' Association

General Meeting – 6 May 2025 (Zoom)

MINUTES

1. Welcome

Welcome

President

Prayer

Principal

2. Attendance and previous minutes

2.1 Attendance / Apologies

Secretary

Michael Johnson (MJ)

Attendees - Staff and Committee:

Lucie Farrugia (LF), Anthony Blomfield (AB), Susan Giacomelli, Julie McIntyre (JM), Sean McIntosh (SM), Vanessa Cassin (VC), Kylie Byrne (KB), Anj Maikap (AM), Nazrina Kitchil, Elizabeth Johnson (EJ), Sheyana La Brooy (SLB),

Attendees - Parents:

Anne Pittam, Barbara Erasmo, Catherine Dolle-Samuel, Christine Ipili, Dave Roberts, Ellie A, Grace Todesco, Gurjit Singh, Katie Stivala, Kelly Battiwalla, Leonie Casha, Lesleigh Butler, Mia Litchfield, P Vora, Peiji Zhuang, Premiatha Devakar, Sai Sraddha, Sujoy Maj, Vicki Tanner, Vijeta Jhaveri

2.2 Acceptance of previous minutes

President

Endorsed by EJ, VC & SLB

3. Reports

3.1 President (SM)

- Report attached

3.2 Treasurer (delivered by SM on behalf of Michael Johnson)

- Report attached

3.3 PRC (EJ)

- Report attached

3.4 Social Convenor (AM)

- Report attached

3.5 Principal (LF)

- Report attached

3.6 Registrar & Community Engagement Manager (JM)

- Report attached

4. Matters arising from previous minutes

4.1 Martha O'Sullivan TAS refurbishment (LF)

- This building needed more immediate care than in the Master Plan. It desperately needed attention. All students especially in years 7 & 8 have lessons in this block. Because of great price negotiations, the top level is able to be refurbished. The downstairs costs are above the College's means at the moment. The top level will take 3-4 weeks to be ready for Term 3. The school is grateful to the P&F for the donation of \$60,000. The College will meet the remaining cost of \$60,000.

5. General business

5.1 College Hat (LF)

- At the end of last term, all except for about 40 hats were collected. On the first day back for this term, most girls were fitted for the new hat. The ETA for distribution in in term 4. Thanks to parents/carers for the support to ensure the girls are wearing it. It's disappointing that there were durability issues. More information will be provided in due course. The new hat looks the same but better quality. It has a drawstring and name tag label on the inside plus an outside ribbon.

5.2 OLMC Athletics Carnival – Transportation (LF & AB)

- This has been under consideration for a number of years. The rising cost of transport is the issue and is one of the fastest growing costs in school operations. The cost is \$18,000 for all the buses required to move everyone. This year, the girls are to make their own way there and back. Staff will be positioned at key locations including at Parramatta railway station from 7.15 am to assist, put girls on the right trains and ensure no one is left behind. We understand that there may be teething issues. No one will be in trouble for coming late. We anticipate all will arrive by 9.15 am.
- As part of the girls being courageous, they are being encouraged to make their own way there/back. We understand that these changes impact all.
- Travel in the first three carriages of the specified trains in the email comms. The stadium is 300 m from SOP Station. Same arrangements for return. AB is happy to hear from anyone further. Students to pay to travel and not use their school travel Opal card.
- Feedback will be sought after the event from all – students, staff and parents to be able to review the event.
- Therefore, because of transportation costs, the Celebration of Achievement will no longer be held at The Quay Centre, and it will be brought back within the school.
- President (SM): Thank you to Lucie and Anthony for their explanations regarding transportation to and from the Athletics carnival this year. The P&F support the college in encouraging students to be independent young women as well as using school funds in the most effective way. The location of teachers at train stations giving directions to students and a review of the pros and cons of the transportation arrangements are well received.

- 5.3 Council of Catholic School Parents NSW/ACT (LF)
- Even though the PRC has no meetings at the moment, there are webinars.
Link: <https://ccsp.schoolzineplus.com/parent-talk-enews?nid=44>
- 5.4 Mother Daughter Mass – Monday 12 May 2025 (JM)
- Fr Walter will be celebrating with us.
 - Catering assistance request: a link will be sent out for server volunteers.

6. Other business

- 6.1 Tonight's attendees:
- SM: It's great to see so many attendees on the meeting. It's a great forum and opportunity to be involved in the school community.
- 6.2 Next meeting: Tuesday 12 August 2025 at 7 pm (via Zoom)

Prepared by Kylie Byrne, Secretary.

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

3.1 President Report.

Good evening everybody. It is great to see the large numbers of parents in attendance in tonight's meeting.

The numbers are usually lower as we head into the cooler months but if numbers remain strong in the lead up to our next meeting, in term 3 we may have to consider going back to face to face.

Open Day

Firstly I would like to acknowledge the success of open day and the great participation of over 40 parents in cooking and serving of the 1500 sausages on the day. It showed off to future parents of OLMC the community spirit in the college.

Women in Leadership

Last Wednesday was the Women in Leadership evening.

A great initiative by the school to highlight inspiring women from the school community in life post OLMC.

Mother Daughter Mass

This coming Monday afternoon is the Mother Daughter Mass and Julie will put out a request for Dads that maybe able to assist in the afternoon tea during the week.

Income and Expenditure

With one month remaining in the 2024/25 financial year, the OLMC P&F will finish the year to 5 May 2025 with a net deficit of **(\$48,837)**.

The P&F anticipates to finish the year at a net deficit of **(\$49,837)** (pending confirmation of final interest receipts and the Mother/Daughter mass) which is \$11,787 higher than the budgeted deficit of **(\$38,050)**.

This overage is due to the additional \$20k committed to “College Initiatives” – driven by the \$60k committed to TAS Dept refurbishment. This was partially offset however by higher than budgeted interest income and school levies.

All other events and catering initiatives all came in within budgeted levels.

Cash

The P&F currently holds **\$78,816** of cash of which \$75,374 is held within two term deposit accounts which mature in May and June 2025.

The P&F intends to disburse to OLMC the \$60,000 committed to the TAS refurbishment by the end of June 2025. The actual building works are expected to be completed during the next school holidays (July 2025).

Following this disbursement and after payment to the College of all other payables, the P&F expects the closing June 2025 cash balance to be **\$15,917**.

Budget 2025/26

The P&F will present a budget for the 2025/26 financial year for approval at the next P&F general meeting.

OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.
INCOME & EXPENDITURE FORECAST - 2024/25
As at 6 May 2025

INCOME	Year to Date	Remaining	Full Year 2024/25 Forecast	Full Year 2024/25 BUDGET	Var
Bank Interest Received	\$2,268.99	\$500	\$2,769	\$500	\$2,269
School Levies Received	\$49,200	\$0	\$49,200	\$45,000	\$4,200
Other	\$62	\$0	\$62	\$0	\$62
TOTAL INCOME	\$51,531	\$500	\$52,031	\$45,500	\$6,531

EXPENDITURE	Year to Date	Remaining	Full Year 2024/25 Forecast	Full Year 2024/25 BUDGET	Var
College Initiatives					
1. College Hats	\$30,000	\$0	\$30,000	\$30,000	\$0
2. TAS Dept - minor refurbishment (committed)	\$60,000	\$0	\$60,000	\$40,000	(\$20,000)
Total Major Projects	\$90,000	\$0	\$90,000	\$70,000	(\$20,000)
Major Events					
- P&F Cocktail evening	\$2,585	\$0	\$2,585	\$2,500	(\$85)
- Open Day BBQ	\$2,438	\$0	\$2,438	\$2,750	\$312
Total Major Events	\$5,024	\$0	\$5,024	\$5,250	\$226
Catering					
- 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	\$0	\$0	\$500	\$500
Total Catering	\$5,344	\$1,500	\$6,844	\$7,800	\$956
Other Expenditure					
- Gifts, administration, bank charges	\$0	\$0	\$0	\$500	\$500
Total Other Expenditure	\$0	\$0	\$0	\$500	\$500
TOTAL EXPENDITURE	\$100,368	\$1,500	\$101,868	\$83,550	(\$18,318)
NET RESULT	(\$48,837)	(\$1,000)	(\$49,837)	(\$38,050)	(\$11,787)

OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.
FUNDS STATEMENT & FORECAST - 2024/25
As at 6 May 2025

CASH AT BANK	Year to Date	Remaining	Full Year 2024/25 Forecast	Full Year 2024/25 BUDGET	Var
Opening Cash - 1 July 2024	\$75,878			\$75,878	
Total Cash inflows	\$51,531	\$500	\$52,031	\$45,500	\$6,531
Payment of outstanding 2023/24 account to OLMC	(\$10,124)	\$0	(\$10,124)	(\$10,124)	(\$0)
Less: Current Payable to OLMC as at 31 May 2025	\$61,899	(\$61,899)	\$0	\$0	\$0
Total Cash outflows (College Initiatives)	(\$90,000)	\$0	(\$90,000)	(\$70,000)	(\$20,000)
Total Cash outflows (Other)	(\$10,368)	(\$1,500)	(\$11,868)	(\$13,550)	\$1,682
Closing Cash - 6 May 2025	\$78,816	(\$62,899)			
Forecast Closing Cash - 30 June 2025			\$15,917	\$27,704	(\$11,787)

OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.
INCOME & EXPENDITURE
As at 6 May 2025

INCOME	Date	\$	Documentation / Support
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
2024 P & F Levy paid as at November 2024	20-Dec-24	\$47,700.00	per Dec24 OLMC Account
Interest Credit	31-Dec-24	\$15.23	per Dec24 OLMC Account
Term deposit interest	22-Nov-24	\$495.06	per Dec24 OLMC Account
Term deposit interest	18-Dec-24	\$256.27	per Dec24 OLMC Account
Entertainment Pu - COMM. 214248	21-Mar-25	\$24.00	per bank receipt
Term deposit interest	21-Feb-25	\$493.94	per bank receipt
Term deposit interest	18-Mar-25	\$252.85	per bank receipt
Prior Year levies paid - Mar25	31-Mar-25	\$750.00	per May25 OLMC Account
TOTAL INCOME		\$51,530.99	

EXPENDITURE	Date	\$	Documentation / Support
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
Bank charges	20-Dec-24	\$0.09	per bank charge
2024 OLMC Student hat contribution	31-Jan-25	\$30,000.00	
Bank charges	31-Mar-25	\$0.08	per bank charge
Bank charges	29-Apr-25	\$0.05	per bank charge
Tfr to S McIntosh - P&F Cocktail expenses 2025	20-Feb-25	\$779.50	per authorised expense form
Tfr to S.McIntosh - Open Day expenses 2025	18-Mar-25	\$1,331.04	per authorised expense form
P&F Cocktail Party - catering (OLMC account)	31-Mar-25	\$1,541.39	per May25 OLMC Account
Open Day - catering (OLMC account)	31-Mar-25	\$1,107.25	per May25 OLMC Account
TAS Dept - minor refurbishment (committed)	31-Mar-25	\$60,000.00	
TOTAL EXPENDITURE		\$100,367.76	

OUR LADY OF MERCY COLLEGE PARRAMATTA PARENTS & FRIENDS ASSOC.
DDF Bank Statements
As at 6 May 2025

Our Lady of Mercy College Parents & Friends Association		Available	\$3,441.81	
1142S6		Current	\$3,441.81	
DATE	TRANSACTION DESCRIPTION	DEBIT	CREDIT	BALANCE
29/04/2025	BANK CHARGES	\$0.05		\$3,441.81
31/03/2025	BANK CHARGES	\$0.08		\$3,441.86
24/03/2025	Entertainment Pu - COMM. 214248 [Eff Date: 21 MAR 25]		\$24.00	\$3,441.94
18/03/2025	TFR TO 812170 1097139 ONL To-J.A.McIntosh Ref-Sean McIntosh - Open Day expenses 2025 [Eff Date: 18 MAR 25]	\$1,331.04		\$3,417.94
20/02/2025	TFR TO 812170 1097139 ONL To-J.A.McIntosh Ref-Sean McIntosh - P&F Cocktail expenses 2025	\$779.50		\$4,748.98

Our Lady of Mercy College Parents & Friends Association		Available	\$0.00	
1142I1		Current	\$75,374.35	
DATE	TRANSACTION DESCRIPTION	DEBIT	CREDIT	BALANCE
18/03/2025	#21 25,889.31 Due 18JUN25 3.95%			Re-Invested
18/03/2025	COMP INT #21 4%		\$252.85	\$75,374.35
21/02/2025	#950 49,485.04 Due 22MAY25 3.95% [Eff Date: 22 FEB 25]			Re-Invested
21/02/2025	COMP INT #950 4% [Eff Date: 22 FEB 25]		\$493.94	\$75,121.50
18/12/2024	#21 25,636.46 Due 18MAR25 4%			Re-Invested

3.4

- We had a wonderful recent Open Day – it was a great success and reflected positively on the OLMC community. A big thanks to all who helped with the BBQ and other activities – best team effort ever.
- This month, we have our special Mother-Daughter Mass coming up on the 12th May. If you haven't registered yet, please do so online. We look forward to seeing many of you there.



P&F Meeting

5 May 2025

Principal's Report

TWILIGHT SWIMMING CARNIVAL – 20 February

The Swimming Carnival was an outstanding success, with enthusiastic student participation highlighting their athletic skills. It promoted sportswomanship and a strong House spirit, creating many unforgettable moments amidst a vibrant array of colours.

OPEN DAY – 2 March

This year's Open Day witnessed yet another record attendance, with almost 3000 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 2027 opened on this day, and we have received a healthy number of enrolment applications for consideration and interviewing.

YEAR 7-10 REFLECTION DAY – 28 March

In an effort to minimise interruptions and reduce time away from academic classes, we piloted having our very important student reflections day, except Year 11, all of one day. The feedback was positive, and we will continue with this format in the future.

ITALIAN CULLINARY TOUR – 10 April – 22 April

This was an incredible learning adventure, 18 students from Hospitality, Food Technology and Italian Languages, along with 3 teachers immersed themselves into Italy's rich cuisine and culture.

Staff: Anthony Blomfield, Sia Aristidou, Kim Spits

YEAR 12 ANCIENT HISTORY EXCURSION – 22 April – 24 April

During the term 1 break our wonderful teachers Ben Walsh, Bec Thomas and Marina Galevski took 12 students to Canberra for the Ancient History Excursion.

STAFF DEVELOPMENT DAY – OLMC 2025-2027 STRATEGIC PLAN

We commenced Term 2 with a Staff Development Day and launched the new OLMC 2025-2027 Strategic Plan, which outlines our clear vision for the future and commitment to excellence. Developed through thoughtful process and collaboration, we focus on enhancing educational offerings, supporting staff development, and fostering a culture of innovative thinking and inclusivity.

We believe this plan will empower us to meet the needs of our evolving community.

WOMEN IN LEADERSHIP – 29 April

Last Wednesday we hosted our eighth annual Women in Leadership Forum. This was a successful event. Our Year 11 hospitality catered the event and our musicians entertained our guests for the beginning of the event.

We were very lucky to welcome back 3 Alumnae as presenters and 1 external speaker, all speakers were very well received.

Georgie Nichols - Chief Revenue Officer, Mamamia (OLMC Parramatta Class of 1991)

Jacqueline Connor - Architect, SJB; Examiner, NSW Architects Registration Board (OLMC Parramatta Class of 1994)

Dr Kate Patterson - Director, Centre for Veterinary Education (University of Sydney)

Jaynee Penny - Global Creative Director, Triangl (OLMC Parramatta Class of 2006)

TAS REFURBISHMENT UPDATE

The expected implementation time is during the Term 2 break – July 2025.

We thank the P&F for their generous contribution to this initiative.

Upon completion of the refurbishment, we will take the committee on a tour of the space.

Lucie Farrugia
Principal

Notes:

Athletics Carnival – Transport Update



P&F Meeting**5 May 2025**

Registrar and Community Engagement Report

OPEN DAY – 2 March

THANK YOU to the incredible number of parents who supported the College assisted on the day. Special thanks to the P&F Committee, especially Sean for coordinating the food. It was a very busy day but managed seamlessly.

ENROLMENTS

Applications for Year 7, 2027 closed on March 31 with the College receiving just shy of 380 completed enrolment applications. This is a very healthy number of applications and on par with 2024.

YEAR 7 2027 INTERVIEW DAY

On Saturday, May 3, we conducted 300 interviews with these families in preparation for extending offers. A very successful, very organized day.

CATHERINE MCAULEY ALUMNAE AWARD – 25 March

In March, we honoured Leesa Topic (Class of 1984) as the 2024 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.

Lucie to present

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Upcoming Community Events:

Variety Night - Friday, 9 May 2025 – 5.30pm

Mother Daughter Mass – Monday 12 May 2025 – 4.30pm

Open Morning Tour – Thursday, 15 May 2025

Next P&F Meeting – 21/8/2025 - Zoom

Julie McIntyre

Registrar & Community Engagement Manager

Notes:

Mother Daughter Mass – Monday 12 May 2025 – 4.30pm

RSVP's 200 at present Expected 300 people

Afternoon tea has been ordered for the afternoon tea will be delivered Friday.

Mrs Catarina De Freitas – donating 24 cupcakes

Volunteer Link Newsletter 7/5/2025.

Volunteers arrives setting up 4pm at the staff common room.