



ROCHESTER MATH SCHOOL ASSOCIATION

MEETING

13th January 2025

MINUTES

Present: Joanna Killick, Cathy Younger, Jane Marsh, Bridget Ogwezi, Janine Johnson, Eliot Hodges, Adam Richardson (RMSA staff link), Andy Snow, Rachel Donoghue, Karen Reeves-Toppin

Apologies for Absence: Lisa Renwick

1. Minutes of the Last Meeting, Matters Arising & Update on Actions

Please see the minutes for our last meeting: The minutes of the last meeting were accepted as a true record of the meeting and adopted.

Actions updated.

2. Update on Chair

Discussion started with explaining the chairperson (Angela Hannaford) having stepped down. At the moment, there is no one available to take the position. Jane Marsh has agreed to chair meetings while we look for a more permanent replacement, in the meantime we will carry on with the current committee and structure. Andy Snow may be able to step in by September.

The situation highlighted the need for more people who are active with the RMSA. Karen suggested we create a promotional video for the RMSA. This was agreed by all:

- We will ask the students to create an RMSA intro video to attract more parents.
- We can get a videographer from the Trust to put together the promotional video.

3. Treasurer's Report

TREASURER'S REPORT

TERM 2: 4th November 2024 - 5th January 2025

Account Balance to 5th January 2025	£29,570.31
Less Liabilities	£10,767.56
Available Balance	£18,794.75
Float held in Cash Tin	£100.00
Float held in Lost Property Safe	£10.00
Term 2 Income	£2,667.09

Term 2 Expenses

£965.96

INCOME		
02.11.24	Xmas Fayre Stall - Miss Pykes Sweets & Treats	15.00
05.11.24	Xmas Fayre Stall - Ann Knowlden	15.00
05.11.24	Xmas Fayre Stall - Hunter and Walker	15.00
05.11.24	Xmas Fayre Stall - Michaels Mounts	15.00
05.11.24	Your School Lottery - October	326.80
06.11.24	Xmas Fayre Stall - Made with Love	15.00
06.11.24	Xmas Fayre Stall - Test Yr Strength	15.00
07.11.24	Xmas Fayre Stall - Sweets & Treats by Lily	15.00
09.11.24	Xmas Fayre Stall - Sandart	15.00
09.11.24	Xmas Fayre Stall - Bakes by Shannon	15.00
10.11.24	Xmas Fayre Stall - Resin Gifts by Em	15.00
12.11.24	Xmas Fayre Stall - Sweety Paras	15.00
15.11.24	Xmas Fayre Stall - Printopia 3D	25.00
18.11.24	Cash Payments and Float - Xmas Fayre	1,213.22
19.11.24	SumUp Card Payments - Xmas Fayre	160.57
20.11.24	Uniform - 2nd Hand Uniform Sales - October	104.97
27.11.24	SumUp Card Payments - Yr 7 Celebration Evening 26.11.24	131.83
27.11.24	Cash Payments - Yr 7 Celebration Evening 26.11.24	147.12
28.11.24	SumUp Card Payments - 2nd Hand Uniform Sales 27.11.24	31.46

03.12.24	Your School Lottery - November	323.60
10.12.24	Uniform - 2nd Hand Uniform Sales - November	37.52
Total Income		£2,667.09

PAYMENTS OUT		
15.11.24	Xmas Fayre Floats	-415.00
18.11.24	Xmas Fayre - Milk & Cream	-7.40
20.11.24	Bookers - Stock	-377.71
27.11.24	Yr 7 Celebration Evening 26.11.24 - Cream & Marshmallows	-3.85
02.01.25	Parent Kind Insurance	-162.00
Total Expenses		-£965.96

GROSS TAKINGS – Term 2

Christmas Fayre	£1,246.60
Refreshments - Yr 7 Celebration Evening	£278.95
2 nd Hand Uniform and Revision Book Sales	£225.95

FUNDING REQUESTS

Fulfilled Funding Requests:	None.
Withdrawn Funding Requests:	None.

LIABILITIES

DATE REQUESTED	DEPARTMENT	ITEM REQUESTED	AGREED COST
22.04.24 09.09.24	SEND	1 x External ActivAll Board for the DaVinci Playground + Stand	£5,500.00
09.09.24	DofE	15 x Lava 400 GB Camping Stoves	£1,035.00
04.11.24	Biology	Microscopes x 2	673.04
04.11.24	PE	VEO Cam	1,099.00
04.11.24	Food Technology	Pasta Making Machines x 8	180.00
04.11.24	Library	Lockable Book Trolley	593.00
04.11.24	ESports Initiative	Nintendo Switch Consoles x 4 & e-voucher	743.32
04.11.24	PE	Cricket Balls	85.80
04.11.24	PE	Football Shirts	700.90
04.11.24	PE	Footballs	157.50
Total Liabilities			£10,767.56

Cathy Younger

RMSA Treasurer

2nd January 2025

4. Request for funds

Activeboard is an outstanding liability as it has not been ordered yet. The delay may be due to the fact that technological items need to go through extra checks with the school.

Another outstanding liability are the tents requested for the DofE.

New request:

What is it you are applying for?	SIERINO Digital Thermostatic Lab Water Bath - 800 W Electric Water Bath Heater, Scientific Heating Constant Temperature Water Bath, Stainless Steel Liner, Laboratory Water Bath Supplies
How much does it cost?	£227 x 4= £908 + postage and packaging - can't find it anywhere cheaper than on Amazon. Delivery= 4.99
How does it enhance the educational experience for the pupils above what the school offers in the curriculum?	Replace existing water baths that cost a lot to heat up, require extensive servicing, don't maintain temperatures within narrow limits. Students use these at A-Level and GCSE for core practicals
Can it be purchased via the Giving Machine?	No
Will this funding help develop extra- curricular provision?	Yes
Will it benefit pupils outside the classroom or beyond the subject?	Yes
Your Name	Amy Wallace
Which subject or activity	Biology
Date	2/11/24
RMSA response	This technically falls within a curriculum application. However, as there is some budget available, it will be funded. Funding these sorts of requests will only be done on an adhoc basis.

5. Feedback on previous events

Christmas Fayre - Comments were made that there were not as many attendees. Dean and Hayley are willing to bring back the pool activity for the Christmas Fayre.

We took in less money from the Christmas Fayre, this was due to selling less tables than previously. However, the RMSA direct sales were higher than previous years.

Year 7 celebration evening - there was no access to the kitchen which caused problems at the event. Going forward, we will need access to the kitchens. Not possible for the RMSA to have keys.

6. Forthcoming Events

- 6th form open evening, set up from 4:45pm - volunteers: Cathy, Janine, Jo, Andy, Rachel.
- Year 9 option evening: January 29th from 5:30pm: Karen, Andy, Rachel, Cathy.
- 6th form music academy. March 10th. 6 to 7pm.TBC

Quiz Night: Friday March 7th: Volunteers required for set up 4 – 5pm, also 6.30 – 10pm for the quiz. Quiz night: Jane will organise this with Cathy: Friday March 7th. £10 per adult, £5 per under 19's. Prizes £10 each for the winning team members plus a box of chocolates. £5 plus chocolates for 2nd place team members. Price includes sausage (or vegetarian sausage) and chips.

**** If you are available for any of these events, please email RMSA@sjwms.org.uk ****

7. Lost Property Update

Cathy updated us on her process for retaining lost property (named and unnamed), reaching out to students and donation/disposal. Currently, named items will be available for one year, unnamed will be recycled after 6 months.

8. Update from Sixth Form

NA

9.

10. Update from Adam Richardson

Sarah Rose has a lot of important memorabilia that might be of interest for display in a cabinet.
Suggested that the 1701 or the OWs fund this.

11. Update from OW

NA

12. Any Other Business

- Ask Eliot - is there a room we can use with a screen? This will help to make the meeting more inclusive and interactive. Eliot agreed to support this.
- Coffee/Tea, biscuits? It was agreed that we could utilise the RMSA kettle, tea and coffee for our meetings. Bridget will bring biscuits.
- We need to set a time limit for meetings.

***Date of the next RMSA meeting: March 3rd, 2025 at 7pm**

Location TBD

Actions

Ref.	Date	Agenda Item	Activity	Owner
T6.6	<i>On-going</i>	Give as you Live	Staff link to promote with staff & will send information from RMSA across to staff and 6 th form reps.	Adam Richardson
T2.9	<i>On-going</i>	AOB	Reminder and information to members about the Parentkind website. Anyone can join Parentkind, committee members have to be approved by RMSA officers. Also about the Facebook page – PTA hangout. Worth joining for ideas and information.	All
T5.2	<i>ongoing</i>	AOB	6 th form reps to look after the walkie talkies and will make sure they are all charged ready for use. Make sure they know where high-viz jackets are.	6 th form reps
T6.1	<i>ongoing</i>	AOB	All to promote School Lottery, Give as you Live	All
T2.1	March 7th	Quiz night	Jane to check with/book the Quiz master	Jane
T2.2	March 7th	Quiz night	Rehash the booking form and get it sent out	Jane and Cathy

T2.3	March 7th	Quiz night	Make table decorations	Jo
T2.4	March 7th	Quiz night	Organise the food - talk to Sandra	Jane
T2.5	March 7th	Quiz night	Apply for TENS license	Cathy
T2.6	March 7th	Quiz night	Sean Murphy to sort out the screens, mic and long HDMI lead for the scoring.	Adam
T2.7	March 7th	Quiz night	Get raffle prizes from Hollywood Bowl	Asia, All
T2.8	March 7th	Quiz night	Buy pens	Bridget
T2.9	March 7th	Quiz night	Contact Harrison for 6th form volunteers	Cathy
T2.10	March 7th	Quiz night	Wash and iron tablecloths	Jo and Asia
T2.11	Ongoing	RMSA meetings	Check with Eliot and Dean about a classroom or pavilion for us to use	Bridget
T2.12	Ongoing	RMSA video	Coordinate with the School, the Trust video person and RMSA to put this together	Bridget