



ROCHESTER MATH SCHOOL ASSOCIATION

MEETING

3rd March 2025 (Term 4)

MINUTES

Present: Cathy Younger, Jane Marsh, Bridget Ogwezi, Janine Johnson, Adam Richardson (RMSA staff link), Andy Snow, Lisa Renwick, Jo, Barney Turpin, Suze Cooper.

Apologies for Absence: Eliot Hodges, Joanna Killick, Rachel Donoghue

Date of next meeting: Monday April 28th, 2025. 7pm in E1, English Block

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

Jane will continue to chair the meetings.

3. Treasurer's report

TREASURER'S REPORT

TERM 3: 6th January 2024 – 23rd February 2025

Account Balance to 23rd February 2025	£27,487.48
Less Liabilities	£7,272.04
Available Balance	£20,214.73

Float held in Cash Tin	£100.00
Float held in Lost Property Safe	£10.00
Term 3 Income	£1,403.70
Term 3 Expenses	£3,486.53

INCOME		
07.01.25	Your School Lottery – December	414.40
16.01.25	Your School Lottery – Donation	2.92
17.01.25	SumUp card payments – 6 th Form Open Evening	56.53

INCOME		
17.01.25	RMSA cash payments – 6 th Form Open Evening	37.70
20.01.25	Uniformd, 2 nd Hand Uniform Sales – December	43.92
27.01.25	M. Guthrie, Quiz Night Payment	70.00
29.01.25	R. Archer, Quiz Night Payment	75.00
30.01.25	SumUp, card payments – Yr. 9 GCSE Options Evening	18.09
30.01.25	RMSA, cash payments – Yr. 9 GCSE Options Evening	48.00
04.02.25	Your School Lottery – January	322.80
12.02.25	A. Boorman, Quiz Night Payment	70.00
12.02.25	A. Snow, Quiz Night Payment	55.00
20.02.25	SJWMS (Pupil Premium) Donation Remittance – 2 nd Hand Uniform	25.00
20.02.25	Uniformd – 2 nd Hand Uniform Sales – January	84.34
13.02.25	J. Marsh, Quiz Night Payment	80.00
Total Income		£1,403.70

EXPENSES		
17.01.25	Morrisons, Milk & Cream – 6 th Form Open Evening	7.40
22.01.25	Bookers – Stock	147.07
24.01.25	SJWMS Donation Remittance – 12 x National Schools T20 Cricket Balls	85.80
24.01.25	SJWMS Donation Remittance – 8 x Pasta Machines	180.00
24.01.25	SJWMS Donation Remittance – Lock-in Book Trolley	593.00
24.01.25	SJWMS Donation Remittance – Puma Orbita Footballs	131.63
27.01.25	SJWMS Donation Remittance – Football Team Shirts	620.35
27.01.25	C. Younger – Reimbursement for Gravesham Borough Council, TEN for Quiz Night	21.00
28.01.25	SJWMS Donation Remittance – 4 x Nintendo Switch	666.63
29.01.25	Morrisons, Milk – Yr. 9 GCSE Options Evening	2.65
11.2.25	SJWMS Donation Remittance – 15 x Lava 400 Endurance Stoves	1035.00
Total Expenses		£3,486.53

GROSS TAKINGS – Term 3

Refreshments - 6th Form Open Evening £94.23

Refreshments - Yr. 9 Options Evening £66.09

2nd Hand Uniform and Revision Book Sales £153.56

Your School Lottery £740.12

FUNDING REQUESTS

Fulfilled Funding Requests: 15 x Camping Stoves (DofE),
 8 x Pasta Making Machines (Food Technology),
 Lockable Book Trolley (Library),
 4 x Nintendo Switch Consoles (E Sports),
 Cricket Balls (PE),
 Football Shirts (PE),
 Footballs (PE).

Withdrawn Funding Requests: None.

LIABILITIES

DATE REQUESTED	DEPARTMENT	ITEM REQUESTED	AGREED COST
22.04.24	SEND	1 x External ActivAll Board for the DaVinci	£5,500.00
09.09.24		Playground + Stand	
04.11.24	Biology	Microscopes x 2	673.04
04.11.24	PE	VEO Cam	1,099.00
Total Liabilities			£7,272.04

Cathy Younger
 RMSA Treasurer
 23rd February 2025

Cathy points:

- Veo Cameras Activelearn board are being used
- Water baths: We will purchase 8 instead of 4, because a much cheaper alternative was found.
- **Give as you live** and **School lottery** need to be pushed

4. Request for funds

What is it you are applying for?	Senior and Junior Cricket Balls - Readers County Supreme cricket balls
How much does it cost?	40 Senior cricket balls @ £13.00 each = £520 20 Junior cricket balls @ £13.00 each = £260 Total = £790.79 (including £10.79 delivery)
How does it enhance the educational experience for the pupils above what the school offers in the curriculum?	<p>With the exciting and ever increasing cricket programme we aim to deliver to the pupils, the requirement for cricket balls naturally increases. These balls will enable us to have a new ball in all home fixtures, this will increase the standard of play, competition and aid in the excitement in matches, leading to pupils having a more complete and enjoyable experience of cricket at The Math.</p> <p>Additionally this is a requirement for league matches and this year we will be involved in more league fixtures than ever before.</p> <p>After the balls have been used, they will not go to waste. They can then be used in P.E lessons when delivering cricket and for all year groups as training balls, again benefitting the whole cricket programme by enabling all students to use a ball at training and develop their skills.</p>
Can it be purchased via the Giving Machine ?	No
Will this funding help develop extra- curricular provision?	Yes, reiterating my message above.
Will it benefit pupils outside the classroom or beyond the subject?	Yes, as the balls can be used after a game to benefit pupils when training. For example, every student could have a ball to use to bowl, as opposed to sharing, and more students can bat in the cricket nets with more bowlers bowling at them.
Your Name	Mr Calum MacLeod
Which subject or activity	PE / Cricket
Date	14/02/2025
RMSA response	Declined: As cricket balls have been purchased repeatedly over the last few years.
The RMSA will respond to this request via the staff representative on the committee as well as notifying the SJWMS Finance Office of the agreed request & amounts	

What is it you are applying for?	Funding for sustainability group- to start an allotment
How much does it cost?	<p>Rake- £17 Outdoor broom- £9.99 x 2 Spade & Fork £38.99 x2 Wheelbarrow- 34.99 Composter- £32 Polytunnel- £65.99</p> <p>= 230.92 (plus postage)</p>
How does it enhance the educational experience for the pupils above what	To start a school allotment- growing vegetables that can be sold to staff. Veg could be used in food tech, and given away to families.

What is it you are applying for?	Funding for sustainability group- to start an allotment
the school offers in the curriculum?	
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	Sustainability group
Date	21/1/25
RMSA response	Approved
The RMSA will respond to this request via the staff representative on the committee as well as notifying the SJWMS Finance Office of the agreed request & amounts	

What is it you are applying for?	2 large outdoor clocks for the playground areas (see attached information)
How much does it cost?	£1,200 (max) for 2 clocks including shipping
How does it enhance the educational experience for the pupils above what the school offers in the curriculum?	<p>Having clocks displayed in the playground would benefit students as they are often unaware of the time due to not having access to mobile phones and many students do not wear watches. Duty staff are having to 'round up' students at the end of break and lunch as they are often late for lessons. Students need to take more responsibility for their time management and shouldn't be waiting until they are shepherded inside by staff. Time management is a life skill that we need to support students to develop. At the moment there is no way in which a student can identify the time when they are on the front or rear playground (or anywhere outside on the site).</p> <p>The clocks allow for names and logos to be added and we're happy to include the RMSA badge, which is included in the cost above. Please see a mock-up attached of what this would look like.</p>
Can it be purchased via the Giving Machine ?	No
Will this funding help develop extracurricular provision? Will it benefit pupils outside the classroom or beyond the subject?	Yes, a lot of extra-curricular activity takes place in the vicinity of the intended clock locations. <u>These clocks will help coaches keep sessions to time and will also benefit visiting parents.</u> As above

Your Name	Mr Morris
Which subject or activity	Whole school and beyond
Date	12th February 2025
RMSA response	Approved. A HD RMSA logo should used
The RMSA will respond to this request via the staff representative on the committee as well as notifying the SJWMS Finance Office of the agreed request & amounts	

5. Feedback on previous events

Cathy has noted that takings from events are down by about 20% on average. She suggested that we increase the price of canned drinks from £1 to £1.20. Andy, Adam, Jo and Jane did not agree that the price should go up. Janine noted that the issue may lie with the fact that the RMSA is not properly promoted or placed during events. We agreed that we would work with the school to make sure that:

- Whoever is leading a school event should announce that the RMSA is onsite and parents can support by making purchases.
- RMSA is placed in the most advantageous position, for instance, in the school hall, the stands should be in front of the kitchen.
- Reminders about RMSA presence should be placed at the bottom of emails sent out about upcoming events.

6. Forthcoming events

- Friday 7th March - Quiz Night 4.30pm - 10.00pm
 - Janine, Jo, Cathy, Lisa, Asia, Rachel, Bridget
- Thursday 13th March - Spring Concert 5.00pm - 7.30pm
 - Jane, Andy, Lisa, Cathy
- Monday 17th March - Yr. 6 New Entrants Languages Evening 5.30pm - 7.30pm
 - Andy, Jo, Cathy, Asia, Rachel, Temi

7. Lost Property Update

- Cathy has updated her policy: Unnamed items will now be kept for only 4 months.
- Cathy has been in touch with a lady who does alterations. Her details will be included on the school website. She will be included at the Lost Property stand during the Year 6 entrants evening. She has offered a 10% commission to the RMSA on any business she makes from us.

8. Update from 6th Form

New prefects will be announced on the 17th, so we will have new student reps shortly. Barney says he will handle the transition and attend at least one meeting along with the new reps.

9. Updates from Teacher Liaison (Adam Richardson)

NA

10. Updates from OW's.

NA

11. Any Other Business

- **RMSA Promo video**

The Trust has assigned Joanna Koralewska to film and produce the video for us. She will attend the Quiz night to get some video and pictures. Bridget and Andy will speak on camera about the RMSA.

- **Lottery Authorisation Form**

A new form was needed as the chairperson (Angela) had stepped down. The new signatories are [Cathy Younger](#) and [Joanna Killick](#).

- **Meeting location and duration**

The meeting was in the English Block which gives us a limited amount of time to meet. For now, we will see if the meetings can be done within that time (7 to 8:30pm). If not, we will move back to the hall.

12. 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
T4.1	March		Jane to speak to Dean about the room	Jane
T4.2	Ongoing	Promotion	Regular reminders in emails and Facebook about Give As You Live and School Lottery	Bridget
T4.3	Ongoing	Events	Dean and Sandra (site team) to be updated about our needs during events: - RMSA to be located in front of the kitchen. - Access to the kitchen - Urn to be filled and switched on.	Jane, Bridget
T4.4	Ongoing	Promotion	Work with Joanna Koralewska and Andy to finalise the video.	Bridget
T4.5	March 7th	Quiz night	Send notice to all attendees that filming will be taking place at the Quiz night	Bridget
T4.6	March	Quiz night	Have a sign reminding attendees about filming.	Bridget
T4.7	March 7th	Quiz night	Reminders to be sent to teams that have not yet paid. Unpaid tables will be cancelled.	Cathy