

Minutes for Grazebrook Open PSA Meeting on 17 March 2023
Location: Grazebrook Staff Room @9-10 am

Attendees:

Meryl Daniels (MD) (Co-Chair)
Kelly Edmunds (KE) (Co-Chair)
Emily Greaney (EG) (Co-Chair and Meeting Chair)
Golnar Pourkaram-Moorgan (GPM) (Co-Chair)
Jen Davies (JD)(Co-Chair)
Dora Costa (DC) (Secretary)
Sev Govenc (SG) (Treasurer)
Anna Pilch (AP) (Co-Chair)

Other PSA Members that have chosen to attend open PSA meeting.

Apologies:

Abby Holmes (AH) (Communications)

1. Welcome and introductions to the new PSA Committee Members (Meeting Chair).
2. Strategy review (Meeting Chair with pitch from JD re: A Space initiative helping select group of children that need therapeutic support benefitting broader classroom). Target to raise GBP 22,500 in total for school funding.
3. New funding requests (KE) set out below approved by a majority of those present. Current balance is GBP12,000. Anticipated additional GBP10,000 assuming events go according to plan:
 - School pins to identify areas of responsibility (GBP 150).
 - Garden project request from Ms Khan (GBP 2,000), want to develop space outside of Ms. Beecroft and Year 6 classroom called "the Quadrant". Reminder that garden centres sometimes support school projects if you ask in exchange for a name drop (Jordan said he can speak to garden centres). GBP 500 has been raised from external sources. Dorian reminded those present to be careful about whereabouts of equipment which may go to another school. Have a very clearly defined objective for things that are funded. Need to stipulate that equipment is for Grazebrook. There's a document on google drive (according to Dorian) with names of parents that have volunteered for gardening project.
 - Our space for storage and shelving (GBP 300).
 - A space to deliver program (GBP 5,850).
4. Movie night on 21 April 2023 (MD):
 - Series of classic movies starting with Toy Story. Timing is 4-6:30 pm. We will be asking for volunteers, after meeting PSA/ME to send out messages for volunteers. ME asked for further ideas for future event for older kids as targeted demographic of movie is younger crowd. 100 is capacity for movie night.
 - Recommendation from Dorian – streaming instead of DVDs etc. Bring your own laptop and login to Netflix. Find out everything you need on the day in advance.

5. Any other business?

- Frequency of meetings to be dependent on events and also have a monthly PSA one to share what's happening on projects. Can also have additional meetings to fill any gaps if required.
- Adult only event – Need approval from Ms Beecroft and get alcohol licence. Agree the dates. Quiz night - Lisa and Bev can host it.
- Dorian to help with website and tickets for film night.
- International food festival – Dorian is working on this and anticipated for next year (2024).
- PSA to send circular to parents – Give us ideas, if you want to host, run, etc.