



**Parent Council Meeting
EXTRAORDINARY AGM**

3-3-2026

Held at Greenbrae School (Staff Room)

Present: Mrs Shona du Plessis (Acting HT), Ms Sarah Burnett (Chairperson), Ms Karen Orchard, Ms Laura Park, Ms Joanne McDonald, Ms Jill Whyte, Ms Cheryl Leslie

Apologies: None

1 – PC and PTA Merge

The purpose of this Extraordinary AGM was to formalise the merging the existing Parent Council and Parent and Teacher Association, following consultation with the school parent group.

It was agreed the name of the newly merged group will be the Greenbrae School Parent Forum.

Both constitutions will be merged, with the aims of the PTA to be added to the existing PC one. The new draft constitution will then be shared with all school parents for consultation. They will have 7 days to submit any feedback, thereafter the new constitution will be in place.

Agreement was made to close the existing PTA bank account and transfer any remaining funds to the current PC bank account.

2 – Appointment of Office Bearers

Chairperson / Safeguarding Officer: Karen Orchard

Vice-Chairperson / Events Lead: Jill Whyte

Treasurer: Joanne McDonald

Secretary: Joanne Murgulet (with Laura Park subbing when needed)

Greenbrae School Parent Forum members: Laura Park, Cheryl Leslie, Kathryn Hossack-McLean, Stephanie Murdoch and Vicki White.

3 – PVG Disclosures Updates

Majority of the Parent Forum group now have PVG's in place to allow events such as discos to now go ahead.

Regular volunteers are now completing applications to give us a large pool of people we can call upon to help.

4 – Events Update

Disco will hopefully go ahead on 19th March subject to permissions being in place.

School Fayre – 16th May. A separate meeting will take place to agree school fayre roles and requirements.

5 - Head Teacher Update: HM Inspector Report

The report and findings will be shared with all parents in the next few days after the report has been published.

6 – Next Steps

An urgent need to recruit new members to the Parent Forum group as more parents will be leaving at the end of this school session with their children finishing P7. Plan to be agreed at next meeting.

Desire to try and re-establish class reps for each class to improve communication and ensure good representation from across the school year groups. Plan to send an email requesting for help and clearly highlight that these class reps do not need to attend any meetings.

Parent Council Health-Check to be completed at the AGM in September.

Karen to receive full handover from outgoing Chair Sarah before next meeting.

7 – Dates of Next Meetings:

Tuesday 28th April 2026

June Meeting – TBC

AGM – TBC