



The Robert Burns Academy Parent Council AGM Barony Campus

Date: 8th September 2025

Present: Mary Wilson, Elaine Gemmell, Karen Cairns, Ian McMeekin, Jillian D'Agostino (chair), Cheryl Templeton, Catrina Heggie, Rosemary Allan, Claire Donnelly, Sheena Gemmell, Lesley Hill, Stuart Hill, Laura Kelso, Amanda Luff, Janet Sloan

In Attendance: Tracy Stewart, Paul McGurn, Jayden Dickson (School Captain)

Apologies: Carol Dillon, Hazel Drummond, Elspeth Goldie, Louise McLounie, Kirsty Mitchell, Christina Palmer, David Todd, Neill Watts, Louise Wright, Adele Young

Agenda items

1. Pupil Report

Jayden Dickson, School Captain updated the parent council on the new structure of the Student Leadership Team. The revised structure has a strong emphasis on whole campus inclusion.

2. Minutes of Previous Meeting

Minutes circulated via email, noted at meeting and agreed as accurate by general consensus. (AGM, Sept 2024 & June 2025 PC Meeting)

3. Correspondence

Latest updates on the Parent Council Steering Group and Connect have been circulated via email. Connect Membership has expired.

4. Update from Chair

Parent Council constitution has been altered to avoid the need to apply for PVG certificates for members. A Volunteer Policy has been drafted and will be shared at the next meeting. JD delivered a brief update on the 2024-25 session, full report on file

5. Parent Steering Group Meeting

Latest minutes circulated via email

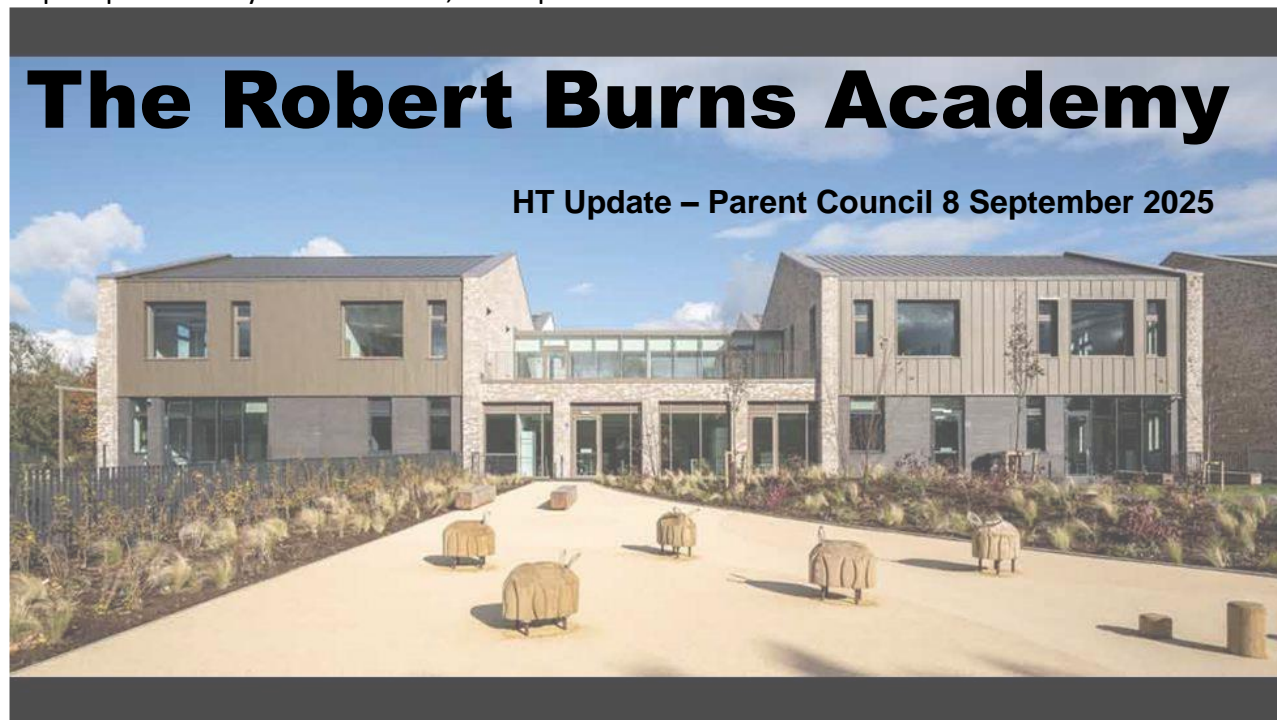
6. AGM

TS facilitated the AGM formalities - Appointment of Chair/Vice-Chair/Treasurer/Secretary
JD agreed to continue as Chair, nominated by CD, seconded by CT
CD agreed to continue as Vice Chair, nominated by JD, seconded by LK
AL agreed to continue as Treasurer, nominated by JD, seconded by SG
LH and LK agreed to continue joint role as Secretary nominated by CD, seconded by CT



7. Head Teacher's Report

Report provided by Head Teacher, full report on file.



Staffing and Recruitment

Miss Stewart updated on staffing and recruitment. Several permanent staff have been appointed. There are 4 vacancies currently advertised.

Activities

S1 Family and Friends Day

Parent Council members helped shape year 2 of the School Improvement Plan

Drop-In session for new S1 Parents with a focus on recruiting Parent Council members

Improvement Plan

Ms Stewart shared the 3 Improvement Plan priorities.

8. Report from Fundraising Sub-Committee

There have been no events since our last meeting. AL noted that more members are required on the committee as she is currently working alone.

9. Financial Report from Treasurer

AL advised the current balance is £455.30

10. AOCB

SH noted that the annual data check letters were unsealed and therefore a data protection issue

11. Date of Next Meeting

Next meeting will be Monday 3rd November



Rolling Action Log

Action items	Owner(s)	Notes	Status
SPT Complaints	PC Chair/HT	Chair has form and has contacted SPT to discuss submitting these on behalf of school. Will circulate the form to PC members and will note on social media/school app.	Ongoing, further update to be provided at next meeting.
Parent Council Prize	PC Members	Prize to be considered and agreed	Open
ACTIONS COMPLETED AND CLOSED			
Treasurer Role	PC Members	Amanda Luff confirmed interest in Treasurer role and was appointed.	Closed
Fundraising Committee	PC Members	Confirmed Fundraising Committee will be a sub-committee reporting into the Parent Council and will look to involve teachers and pupils	Closed