

BEAR RIVER HEAD START POLICY COUNCIL 2022-2023 Interim Meeting Minutes

Date: Tuesday, March 7, 2023	Start Time: 7:00PM End Time: 7:16PM	Location: Dialpad Meetings: 1-888-602-7505	
2022-2023 Policy Council Members' Attendance		YES	NO
David Stone* (Vice Chair)	Brigham Representative		X
Laura Bernsdorff*	Brigham Alternate		X
Melanie Wells* (Treasurer)	Tremonton Representative	X	
	Tremonton Alternate		
Mckenzie Jess*	Hyde Park Representative		X
Amy Gyllenskog*	Hyde Park Alternate	X	
Carlos Calbimonte* (Utah HSAC)	Logan Representative	X	
Seanna Elam*	Logan Alternate	X	
Laura Vogel* (Secretary)	Hyrum Representative	X	
Latai Kofoa*	Hyrum Alternate		E
Zhansaya Abdikairan*	Smithfield Representative	X	
Kassandra Cole*	Smithfield Alternate		X
Timothy Moore*	Richmond Representative	X	
Traci Godfrey*	Richmond Alternate		X
Stacey Clark* (Chair & Idaho HSAC)	Malad Representative	X	
Janice Fritz*	Malad Alternate	X	
	Paris Representative		
Brittan Johnson*	Paris Alternate		E
Kristin Fellows*	Preston Representative		E
Samantha Ryder*	Preston Alternate		X
Michelle Farfan*	Nest/Koop Representative		X
	Nest/Koop Alternate		
Cameron Miller*	Fishpond Representative	X	
Joanna Morgan*	Fishpond Alternate		E
	Board Representative		
Anna Herrera*	Community Representative	X	
Justin Nuñez*	Community Representative		E

*Trained Policy Council Members

Members needed for a Quorum: 8	
Number of Voting Members who attended the meeting: 9	Number of Non-Voting Members who attended the meeting (including the Policy Council Officer conducting the meeting): 2
Do we have a Quorum? YES	
Meeting Called to Order By: Stacey Clark (Policy Council Chairperson) Meeting Facilitated By: Terrah Smith (Board/Policy Council Specialist) Additional Staff in Attendance: Steph Wood, Sarah Thurgood, Kaycey Peterson, Kim Evans	

1. Vote to approve the hire request of Kamile Williamson as an On-Call PHS Teacher

Assistant – Steph Wood		
Kamile goes by Kami and lives in Paris. Her daughter is in the Paris classroom. She has five children, four of which have been in Head Start. Kami has been in the classroom here and there throughout the years they have been enrolled. She teaches dance classes on Fridays at her studio and will be 39 next Monday.		
Motion to approve the hire request of Kamile Williamson as an On-Call PHS Teacher Assistant		
Motion: Anna Herrera	Seconded: Melanie Wells	Approved: Yes

2. Vote to approve the transfer request of Tami Vaughn from On-Call Teacher Assistant to PHS Brigham Classroom Assistant – Steph Wood		
Tami used to be a Teacher Assistant in the Joeys Classroom in Brigham. She transferred to an On-Call Teacher Assistant because she got a job with the school district which hasn't worked out. Thankfully there was a job opening back in Brigham. Tami has worked with children for the last 25 years either as a paraprofessional or at Head Start. She is a grandma of four beautiful grandchildren. She and her husband are empty nesters and she likes to exercise.		
Motion to approve the transfer request of Tami Vaughn from On-Call Teacher Assistant to PHS Brigham Classroom Assistant		
Motion: Anna Herrera	Seconded: Melanie Wells	Approved: Yes

3. Vote to approve the transfer request of Emily Carter from PHS Logan Teacher Assistant to PHS Logan Part-Day Adventure Teacher – Steph Wood		
Emily has worked at Head Start for about seven months now. She has been the Teacher Assistant in the Adventure Classroom and would like to transfer into the Teacher position. Emily has been a gymnastics coach for nearly eight and a half to nine years. She also coaches track and field at a high school and has been doing that for around four years. She graduated from Utah State University last May.		
Motion to approve the transfer request of Emily Carter from PHS Logan Teacher Assistant to PHS Logan Part-Day Adventure Teacher		
Motion: Melanie Wells	Seconded: Laura Vogel	Approved: Yes

4. Vote to approve the transfer request of Taylor Danielson from Fiscal Specialist to Fiscal Bookkeeper – Sarah Thurgood		
Taylor grew up in Northern Utah in Paradise. She and her husband have been married for almost four years and have two dogs who are their babies. Taylor started at Head Start as a Fiscal Assistant last May and then transferred to the Fiscal Specialist position in October. She's excited to move forward as the Fiscal Bookkeeper. This will also be discussed a lot at the March Policy Council Meeting. We are restructuring our whole fiscal office because our Fiscal Officer and Coordinator that were in those positions have excused. We're putting new staff into place and one thing we knew we needed to do is to peel off the bookkeeping duties from the Coordinator position and have that be its own job. Hence, Taylor will now be the bookkeeper. This is a new job that we've never had before. Normally Policy Council doesn't need as much information about a job, but because this is new, different and we're restructuring, Sarah wanted to make sure Policy Council had further background.		
Motion to approve the transfer request of Taylor Danielson from Fiscal Specialist to Fiscal Bookkeeper		
Motion: Anna Herrera	Seconded: Carlos Calbimonte	Approved: Yes

5. Vote to adjourn the March 7, 2023 Interim Policy Council Meeting – Stacey Clark		
With no other business to conduct, the March 7, 2023 Interim Policy Council Meeting was adjourned at 7:16pm.		
Motion to adjourn the March 7, 2023 Interim Policy Council Meeting		
Motion: Laura Vogel	Seconded: Timothy Moore	Approved: Yes