

Policy Council Approval	
Chairperson Signature	<u>Stacey Clark</u>
Date	<u>04-20-2023</u>

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

Date: Thursday, April 13, 2023	Start Time: 7:00PM End Time: 7:24PM	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		E
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		E
Latai Kofoa*	Hyrum Alternate		X
Zhansaya Abdikairan*	Smithfield Representative	X	
Kassandra Cole*	Smithfield Alternate		E
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	X	E
Samantha Ryder*	Preston Alternate	X	
Michelle Farfan*	Nest/Koop Representative		X
	Nest/Koop Alternate		
Cameron Miller*	Fishpond Representative		X
Joanna Morgan*	Fishpond Alternate		X
	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: 8	Number of Non-Voting Members who attended the meeting (including the Policy Council Officer conducting the meeting): 3
Do we have a Quorum?	
Meeting Called to Order By: Stacey Clark (Policy Council Chairperson) Meeting Facilitated By: Symphony Correia (Fiscal Specialist) Additional Staff in Attendance: Terrah Smith (Fiscal Coordinator), Stephanie Wood (Center-Based Coordinator), Cassie Petersen (Center-Based Manager)	

1. Vote to approve the hire request of Debbie Zilles as a Fiscal Assistant – Terrah Smith		
Debbie and her husband live in Logan, Utah. She has twenty years of administrative assistant experience. She has ten years of experience as a 911 Dispatch Operator in Davis County and fifteen years working with Logan City. She started early in her career with Utah Retirement Systems and has recently retired early from Logan City. She is not ready to quit working and is excited for this new opportunity. She and her husband have thirteen grandchildren that they adore. They are active in the community and their church. They like to stay busy.		
Motion to approve the hire request of Debbie Zilles as a Fiscal Assistant		
Motion: Melanie Wells	Seconded: Zhansaya Abdikairan	Approved: YES

2. Vote to approve the hire request of Alma Rivera as an EHS Pond Part-Day Infant/Toddler Teacher – Stephanie Wood		
Alma would like to be an Infant/Toddler Teacher for the Pond. She has been working with Preschoolers since 2012. She is very passionate about working with the kids.		
Motion to approve the hire request of Alma Rivera as an EHS Pond Part-Day Infant/Toddler Teacher		
Motion: Anna Herrera	Seconded: Amy Gyllenskog	Approved: YES

3. Vote to approve the hire request of Josseline Lopez as an EHS Pond On-Call Teacher Assistant – Stephanie Wood		
Josseline is being hired as an On-Call Teacher Assistant. She is excited to be able to work with Bear River Head Start again and become part of the team. She has worked with the program in the past. She loves being able to work with kids and teach them learning skills so they can improve and succeed in their education.		
Motion to approve the hire request of Josseline Lopez as an EHS Pond On-Call Teacher Assistant		
Motion: Melanie Wells	Seconded: Anna Herrera	Approved: YES

4. Vote to approve the transfer request of Yvonne Carranza from PHS Smithfield Classroom Assistant to PHS Smithfield Teacher Assistant – Stephanie Wood		
Yvonne has been with Bear River Head Start since September and she has thoroughly enjoyed it. She is requesting to transfer from a Classroom Assistant to a Teacher Assistant in the same classroom. The Policy Council Chairman asked how the Classroom Assistant position differs from the Teacher Assistant position. A Classroom Assistant works more with setting up the classroom with food and such. A Teacher Assistant gets to assist more with the kids. Yvonne is excited for the position change.		
Motion to approve the transfer request of Yvonne Carranza from PHS Smithfield Classroom Assistant to PHS Smithfield Teacher Assistant		
Motion: Anna Herrera	Seconded: Zhansaya Abdikairan	Approved: YES

5. Vote to adjourn the April 13th, 2023 Interim Policy Council Meeting – Stacey Clark

With no other business to conduct, the April 13 th , 2023 Interim Policy Council Meeting was adjourned at 7:24 pm.

Motion to adjourn the April 13th, 2023 Interim Policy Council Meeting

Motion: Melanie Wells

Seconded: Anna Herrera

Approved: YES
