

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

Date: Friday, November 10, 2023	Start Time: 7:00PM End Time: 7:26PM	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		E
	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
	Hyrum Representative		
Latai Kofoa*	Hyrum Alternate		X
Zhansaya Abdikairan*	Smithfield Representative		X
Kassandra Cole*	Smithfield Alternate		X
Timothy Moore* (Secretary)	Richmond Representative		E
Traci Godfrey*	Richmond Alternate		X
Stacey Clark* (Chair & Idaho HSAC)	Malad Representative	X	
	Malad Alternate		
Whitney Miles*	Paris Representative	X	
Brittan Johnson*	Paris Alternate	X	
Kristin Fellows*	Preston Representative	X	
Samantha Ryder*	Preston Alternate		X
	Nest/Koop Representative		
	Nest/Koop Alternate		
Cameron Miller*	Fishpond Representative	X	
Joanna Morgan*	Fishpond Alternate		X
	Board Representative		
Anna Herrera*	Community Representative	X	
Justin Nuñez*	Community Representative	X	

*Trained Policy Council Members

Members needed for a Quorum: 7	
Number of Voting Members who attended the meeting: 7	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 (Administrative Assistant)	
Additional Staff in Attendance: Steph Wood (Centerbased Coordinator), Teresa Burnside (Health Specialist)	

1. Vote to approve the hire request of Tiffany Forbis as Fiscal Assistant – Debbie Zilles

Tiffany is a mom of four. Raising her kids is what she's been doing for the recent past few years. She likes to quilt and cross stitch. Tiffany has been the Treasurer on a couple of different PTA's, including at the district level. She graduated from Utah State University in 2004.

Motion to approve the hire request of Tiffany Forbis as Fiscal Assistant

Motion: Kristin Fellows	Seconded: Anna Herrera	Approved: YES
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2. Vote to approve the hire request of Cassidy Garrett as the PHS Smithfield Classroom Assistant – Steph Wood

Cassidy is applying for the Preschool Classroom Assistant position in Smithfield. She just graduated this year from Utah State University with her Bachelor's Degree in Human Development and Family Studies. Cassidy enjoyed her classes including the child lab. After finishing a practicum at CAPSA, she's been looking for a different experience. She looks forward to hopefully applying what she has learned from her education and experience in the classroom.

Motion to approve the hire request of Cassidy Garrett as the PHS Smithfield Classroom Assistant

Motion: Anna Herrera	Seconded: Justin Nuñez	Approved: YES
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3. Vote to approve the hire request of Angelica Barton as the PHS Hyde Park Soar Teacher Assistant – Steph Wood

Angelica has applied for the Teacher Assistant position in the Soar classroom in Hyde Park. She graduated in 2021 from Utah State University with a Psychology Degree and Social Work and Human Development and Family Services minors. Angelica has actually worked with the Hyde Park Soar class previously because she was employed in a different department of Head Start with Homebased. When she was their substitute, she was an extra pair of hands that would help out in Hyde Park. She personally loves working with kids and is really excited to get back to working with them again.

Motion to approve the hire request of Angelica Barton as the PHS Hyde Park Soar Teacher Assistant

Motion: Justin Nuñez	Seconded: Anna Herrera	Approved: YES
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4. Vote to approve the hire request of Alexia Roberts as the PHS Logan Teacher Assistant (Paid Internship Position) – Steph Wood

Alexia has been volunteering at Head Start for about a month now. She is a freshman at Utah State University. She is doing a double major in Elementary Education and Early Childhood Education. Alexia has had a lot of experience with babysitting and thinks she's got some good experience for this job.

Motion to approve the hire request of Alexia Roberts as the PHS Logan Teacher Assistant (Paid Internship Position)

Motion: Justin Nuñez	Seconded: Anna Herrera	Approved: YES
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5. Vote to approve the hire request of Lauryn Thalman as a PHS On-Call Teacher – Steph Wood

Lauryn is requesting to be hired as an on-call teacher. She is 21 years old and just received her Associate's Degree from Snow College. She recently got married and moved up here to Logan. Lauryn is continuing her education at Utah State in Communicative Disorders and Deaf Education to hopefully become a Speech Pathologist.

Motion to approve the hire request of Lauryn Thalman as a PHS On-Call Teacher		
Motion: Justin Nuñez	Seconded: Amy Gyllenskog	Approved: YES

6. Vote to approve the hire request of Isabel Fairbanks as a PHS Hyde Park Teacher Assistant – Steph Wood		
Isabel worked at a day care about a year ago and was a teacher for the two year olds. She's excited to be back in the classroom helping out and learning from these kids.		
Motion to approve the hire request of Isabel Fairbanks as a PHS Hyde Park Teacher Assistant		
Motion: Anna Herrera	Seconded: Justin Nuñez	Approved: YES

7. Vote to approve the hire request of Nai Kov as a Health Assistant – Cherie Pierce		
Nai graduated from Utah State University with a Bachelor's of Science Degree in Sociology back in 2012. While going to school she was a CNA with a nursing home. From there she developed a lot of passion for working with people and with elders. She has grown from working in health care the last 15 years. Nai loves working with elders and children and family. It has been quite a joy to work with elders as well because she's been able to work with children and activities. It's quite interesting, as people get older, sometimes they develop back into the pattern of children. It has always been a passion of hers.		
Motion to approve the hire request of Nai Kov as a Health Assistant		
Motion: Justin Nuñez	Seconded: Anna Herrera	Approved: YES

8. Vote to approve the transfer request of Madison Kauffman-Smith from Teacher Assistant (Paid Internship Position) to PHS Logan Adventure Teacher Assistant – Steph Wood		
Madison is requesting to be transferred to the Teacher Assistant position. She is super excited because, as an intern, she's been able to work a lot with these kids already. It's really fun to be able to already know the kids she's going to be working with. It has been really fun being an intern. Madison is finishing her Associate's Degree next semester at Utah State and then will be working here full time. Her degree overall is in Elementary Education.		
Motion to approve the transfer request of Madison Kauffman-Smith from Teacher Assistant (Paid Internship Position) to PHS Logan Adventure Teacher Assistant		
Motion: Amy Gyllenskog	Seconded: Justin Nuñez	Approved: YES

9. Vote to approve the transfer request of Kimberly Buchanan from PHS Mentor Coach to PHS On-Call Teacher – Steph Wood		
Kimberly is requesting to be an on-call Teacher. She's been at Bear River Head Start since 2015. She's been a part-day Teacher, an extended-day Teacher and, up till now, a Mentor Coach. Kimberly has been here for a lot. She knows a lot of the Head Start policies and what's going on in the classrooms. She has a dual Bachelor's Degree in Early Childhood and Elementary Education.		
Motion to approve the transfer request of Kimberly Buchanan from PHS Mentor Coach to PHS On-Call Teacher		
Motion: Anna Herrera	Seconded: Amy Gyllenskog	Approved: YES

10. Vote to approve the transfer request of Alyssa Mays from PHS Inspire Part-Day Teacher to PHS Mentor Coach – Steph Wood		
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Alyssa is requesting to be a PHS Mentor Coach. She graduated from BYU Idaho in 2013 with her Bachelor's Degree in Child Development. She has been a Teacher at Head Start at the Logan Center part-day and at the Hyde Park Center part-day for four and a half years and she's been working with children for ten years.

Motion to approve the transfer request of Alyssa Mays from PHS Inspire Part-Day Teacher to PHS Mentor Coach

Motion: Anna Herrera

Seconded: Justin Nuñez

Approved: YES

11. Vote to adjourn the November 10, 2023 Interim Policy Council Meeting – Stacey Clark

With no other business to conduct, the November 10, 2023 Interim Policy Council Meeting was adjourned at 7:26pm.

Motion to adjourn the November 10, 2023 Interim Policy Council Meeting

Motion: Anna Herrera

Seconded: Amy Gyllenskog

Approved: YES