

Chairperson Signature Amy GyllenskogDate 12-14-2023

BEAR RIVER HEAD START POLICY COUNCIL 2023-2024 Interim Meeting Minutes

| Date: Thursday, December 7, 2023 | Start Time: 8:00PM End Time: 8:10PM | Location: Dialpad Meetings: 1-888-602-7505 | | |
|--|--|---|-----|----|
| 2023-2024 Policy Council Members' Attendance | | | YES | NO |
| Rachel Ekman* | Brigham Representative | | X | |
| | Brigham Alternate | | | |
| Anna Sherman* | Tremonton Representative | | X | |
| Jessica Flinn* | Tremonton Alternate | | X | |
| Amy Gyllenskog* (Chair & Utah HSAC) | Hyde Park Representative | | X | |
| Alexander Quinn* | Hyde Park Alternate | | X | |
| Tasneem Mussaji* | Logan Representative | | X | |
| Ashley Davis* | Logan Alternate | | X | |
| | Hyrum Representative | | | |
| | Hyrum Alternate | | | |
| | Smithfield Representative | | | |
| | Smithfield Alternate | | | |
| | Richmond Representative | | | |
| | Richmond Alternate | | | |
| Stacey Clark* (Secretary) | Malad Representative | | | X |
| Karli Leonardi* (Idaho HSAC) | Malad Alternate | | | E |
| Brittan Johnson* (Vice Chair) | Paris Representative | | X | |
| Whitney Miles* | Paris Alternate | | | E |
| Kristin Fellows* | Preston Representative | | X | |
| | Preston Alternate | | | |
| Festus Odunuga* | Nest/Koop Representative | | X | |
| Juliane Checketts* | Nest/Koop Alternate | | | E |
| | Fishpond Representative | | | |
| Kila (Gifford) Carey* | Fishpond Alternate | | | E |
| | Board Representative | | | |
| Anna Herrera* | Community Representative | | X | |
| Justin Nuñez | Community Representative | | | X |

*Trained Policy Council Members

| Members needed for a Quorum: 6 | |
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| 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? YES | |
| Meeting Called to Order By: Amy Gyllenskog (Policy Council Chairperson) Meeting Facilitated By: Terrah Smith (Administrative Assistant) Additional Staff in Attendance: Steph Wood (Centerbased Coordinator), Cassie Peterson (Child Development Manager & Facilities Coordinator) | |

1. Vote to approve the hire request of Erica Coleman as a PHS Extended-Day Teacher –

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| Steph Wood | | |
| Erica lives here in Richmond in Cache Valley and is excited to get started with Head Start. | | |
| Motion to approve the hire request of Erica Coleman as a PHS Extended-Day Teacher | | |
| Motion: Festus Odunuga | Seconded: Anna Sherman | Approved: YES |

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| 2. Vote to approve the hire request of Madeline Stowe as an EHS Infant/Toddler Teacher Assistant – Steph Wood | | |
| Madeline has been working at Doodle Bug Academy as an infant teacher since about the beginning of March. She is about to graduate in about a week with her Bachelor's degree in Human Development and Family Studies from Utah State University. Madeline is super excited to start working for Head Start. Policy Council told Madeline congratulations on graduating! | | |
| Motion to approve the hire request of Madeline Stowe as an EHS Infant/Toddler Teacher Assistant | | |
| Motion: Anna Herrera | Seconded: Brittan Johnson | Approved: YES |

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| 3. Vote to approve the hire request of Dafne Archuleta as a PHS Logan Teacher Assistant – Steph Wood | | |
| Dafne applied for the Teacher Assistant position in Logan. She is very excited to work for Head Start and with kids. Dafne hasn't ever worked for Head Start but is very excited because she's worked with kids a lot. She's very excited to be working in this field. | | |
| Motion to approve the hire request of Dafne Archuleta as a PHS Logan Teacher Assistant | | |
| Motion: Kristin Fellows | Seconded: Anna Herrera | Approved: YES |

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| 4. Vote to approve the transfer request of Cindy Orrellana from an EHS Pond Infant/Toddler Teacher Assistant to an EHS Pond Infant/Toddler Teacher – Steph Wood | | |
| Cindy has been working with Head Start for 7 years. She is requesting a transfer from part-time Teacher Assistant to teaching at the Pond. | | |
| Motion to approve the transfer request of Cindy Orrellana from an EHS Pond Infant/Toddler Teacher Assistant to an EHS Pond Infant/Toddler Teacher | | |
| Motion: Anna Sherman | Seconded: Brittan Johnson | Approved: YES |

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| 5. Vote to adjourn the December 7, 2023 Interim Policy Council Meeting – Amy Gyllenskog | | |
| With no other business to conduct, the December 7, 2023 Interim Policy Council Meeting was adjourned at 8:10pm. | | |
| Motion to adjourn the December 7, 2023 Interim Policy Council Meeting | | |
| Motion: Festus Odunuga | Seconded: Brittan Johnson | Approved: YES |