

## BEAR RIVER HEAD START POLICY COUNCIL 2024-2025 Interim Meeting Minutes

Date: Monday, April 7, 2025	Start Time: 8:00PM End Time: 8:22PM	Location: Dialpad Meetings: 1-888-602-7505		
2024-2025 Policy Council Members' Attendance			YES	NO
Josie Smith* (Chairperson)	Brigham Representative		X	
Chad Alvey	Tremonton Representative			X
Gilbert Sanchez*	Hyde Park Representative		X	
Cassidy Macoubrie* (Vice Chairperson)	Logan Representative		X	
	Hyrum Representative			
Haylee Fellows*	Smithfield Representative		X	
	Richmond Representative			
Karli Leonardi* (Secretary)	Malad Representative		X	
Zach Johnson* (Treasurer & ID HSAC)	Paris Representative			X
Kristin Fellows*	Preston Representative		X	
Festus Odunuga*	Nest/Koop Representative		X	
	Fishpond Representative			
	Board Representative			
Justin Nuñez*	Community Representative			X

### \*Trained & Seated Policy Council Members

Members needed for a Quorum: 5	
Number of Voting Members who attended the meeting: 6	Number of Non-Voting Members who attended the meeting (including the Policy Council Officer conducting the meeting): 1
Do we have a Quorum? YES	
Meeting Called to Order By: Josie Smith (Policy Council Chairperson) Meeting Facilitated By: Terrah Smith (Administrative Assistant) Additional Staff in Attendance: Steph Wood (Centerbased Coordinator), Cherie Pierce (Health & Wellness Administrator), Cassie Petersen (Child Development Manager & Facilities Coordinator)	

### 1. Vote to approve the hire request of Zoe White as a PHS Teacher Assistant (Paid Internship Position) – Steph Wood

Zoe is 24 years old and attending Utah State University. She has been married for almost two years. Zoe is studying Family and Consumer Science Education and really loves things that revolve around the family and making life better for kids. She's really excited to potentially get this position. Zoe is taking a Parenting and Child Guidance class and has learned a lot about child development. She does not have kids of her own at this point so she has been looking for experiences or job opportunities to apply what she has been learning in class and is really excited to do so. Zoe has babysat numerous times since the age of 12. A couple years ago she was a nanny for a two year old for about 5-6 months and would watch the child for a couple of hours in the morning every day. Zoe thinks she'll be a great candidate for this position because she is enthusiastic about children. They deserve to be heard and not just told to be quiet. They have so much potential inside them. If we guide them and are patient, we can really help them

become who they are meant to be. Policy Council asked which center Zoe will be working at in this position. Zoe will be a Teacher Assistant at the Preschool Head Start Logan Center.

**Motion to approve the hire request of Zoe White as a PHS Teacher Assistant (Paid Internship Position)**

**Motion: Gilbert Sanchez**

**Seconded: Cassidy Macoubrie**

**Approved: YES**

**2. Vote to approve the hire request of Aleatha Child as the CACFP Assistant – Cherie Pierce**

Aleatha has her Child Development Associate's Degree. She has worked with children in childcare settings for over 10 years as a Director or Site Coordinator. Aleatha has worked with the food program for centers and family child care programs and looks forward to being part of Head Start. She loves what they offer to the community and would love to be a piece of that. It is rewarding for Aleatha to work with a team, to help them grow. She has done this by training other providers. Aleatha looks forward to bringing her knowledge to the table of Bear River Head Start.

**Motion to approve the hire request of Aleatha Child as the CACFP Assistant**

**Motion: Haylee Fellows**

**Seconded: Festus Odunuga**

**Approved: YES**

**3. Vote to approve the hire request of Gabriela Valdez as an On-Call PHS Teacher Assistant for all areas – Steph Wood**

Gabriela is 24 years old and married. She is in her final semester as a Child Development major at BYU Idaho. Throughout her education, she's had the opportunity to create various lesson plans and study different key topics like Developmentally Appropriate Practice, Early Childhood Assessment and Family Engagement. Being able to study these topics and taking other courses has really helped Gabriela understand how to build relationships with the families and the children. They've helped her learn how to assess children's development and create lesson plans and activities that are developmentally appropriate for children. She feels like her education has helped her prepare to not only work directly with children but also to collaborate with families and other professionals. Gabriela worked for a non-profit program, CAP – Tulsa, that emphasized school readiness and she was able to gain hands-on experience supporting children with social/emotional, cognitive and physical development through daily routines and classroom activities she helped prepare with a lead Teacher. She worked at Doodlebug Academy in Logan where she worked with the infants. That experience helped her strengthen skills such as nurturing, communicating with the families, and adapting to the specific needs of the children. With that experience she was able to develop very close relationships with both the children and the families. Gabriela also had a hands-on learning opportunity through the university where she got to work with preschool children at the Child Development Lab. She was able to directly apply what she learned in the classroom planning lessons, observing children's development and working with other teachers. Through this experience, Gabriela learned how to work in a team, how team work is very important, and how to build trusting relationships with children and their families. She is hoping to be considered for this position and apply what she has learned throughout her degree.

**Motion to approve the hire request of Gabriela Valdez as an On-Call PHS Teacher Assistant for all areas**

**Motion: Karli Leonardi**

**Seconded: Festus Odunuga**

**Approved: YES**

**4. Vote to approve the hire request of Kaylie Larsen as an EHS Nest/Koop Teacher Assistant (Paid Internship Position) – Steph Wood**

Kaylie is seeking approval to be hired for the Infant/Toddler Teacher Assistant position. She is currently a student at Utah State University studying Family and Consumer Science Education

with a minor in Spanish. She's completed course work in child development and preschool education. This has provided Kaylie with a strong foundation in early childhood learning. She's the oldest in her family and has several younger siblings and a lot of younger cousins. From a young age, Kaylie has been spending time with children. She loves being with them, seeing the way they see the world and learning from them. Kaylie has four years of experience working with children aged 0-12 in different child care settings. She currently works for an after school program for elementary school aged children. This experience has helped her learn skills in lesson planning of fun and engaging activities that also support children's growth and development physically, socially and emotionally. Kaylie will be able to continue to learn those skills and more in this new position. She's really excited to join Head Start.

**Motion to approve the hire request of Kaylie Larsen as an EHS Nest/Koop Teacher Assistant (Paid Internship Position)**

**Motion: Gilbert Sanchez**

**Seconded: Karli Leonardi**

**Approved: YES**

**5. Vote to approve the hire request of Janeth Ocampo as an EHS Pond Infant/Toddler Teacher Assistant – Steph Wood**

Janeth worked at Bear River Head Start a couple of years ago. She was fortunate enough to have that experience and was able to apply what she learned with her daughter in her learning. This helped Janeth understand child development as her daughter has gotten older. Janeth really misses working at Bear River Head Start with the kids and their families. Being a part of Policy Council and a Teacher before has made her more knowledgeable about the program, how it works and how it helps the community and other families. She decided to apply to work for the program again and is hoping she gets the opportunity to go back to it and start helping the families again. She's very grateful to be an Early Head Start parent and part of the Policy Council as well. Policy Council asked Janeth why she left the employment of Bear River Head Start before. Janeth had just gotten married and went back to school but she realized that major wasn't the right choice for her anymore. She also had health problems. It took her some time to get back to work but now that she's doing well, knows what she likes, and misses being with the children, she decided to come back. Janeth has been on Policy Council this year. If she's approved tonight, she will no longer be able to serve on Policy Council and that will be effective immediately. Policy Council asked if Janeth will be working in the same classroom as her daughter. She will be working at the Pond and her daughter does attend at the Pond. However, as a Teacher Assistant, Janeth will be moving between the different classes.

**Motion to approve the hire request of Janeth Ocampo as an EHS Pond Infant/Toddler Teacher Assistant**

**Motion: Gilbert Sanchez**

**Seconded: Festus Odunuga**

**Approved: YES**

**6. Vote to adjourn the April 7, 2025 Interim Policy Council Meeting – Josie Smith**

With no other business to conduct, the April 7, 2025 Interim Policy Council Meeting was adjourned at 8:22pm.

**Motion to adjourn the April 7, 2025 Interim Policy Council Meeting**

**Motion: Festus Odunuga**

**Seconded: Cassidy Macoubrie**

**Approved: YES**