

Officer Signature Cassidy MacoubrieDate 06-19-2025

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

Date: Thursday, June 5, 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* (UT HSAC)	Hyde Park Representative	X	
Cassidy Macoubrie* (Vice Chairperson)	Logan Representative	X	
	Hyrum Representative		
Haylee Fellows*	Smithfield Representative		E
	Richmond Representative		
Karli Leonardi* (Secretary)	Malad Representative	X	
	Paris Representative		
Kristin Fellows*	Preston Representative	X	
Festus Odunuga*	Nest/Koop Representative	X	
	Fishpond Representative		
	Board Representative		
Justin Nuñez*	Community Representative		E

*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: Kristie Curtis (Family Services Coordinator), Steph Wood (Centerbased Coordinator), ReNae Torbenson (Homebased Coordinator), Denise Webb (Family Development Manager)	

1. Vote to approve the hire request of Jaecee Jeppesen as the PHS Malad Classroom Assistant – Steph Wood

Jaecee is from Malad, Idaho, and has lived there her whole life. She is 20 and has worked with kids at Malad Elementary. Jaecee is really excited and looking forward to hopefully working with Bear River Head Start.

Motion to approve the hire request of Jaecee Jeppesen as the PHS Malad Classroom Assistant

Motion: Karli Leonardi **Seconded:** Gilbert Sanchez **Approved:** YES

2. Vote to approve the hire request of Oriana Gonzalez as the PHS Logan Explore Extended-Day Teacher Assistant – Steph Wood

Oriana is originally from Buenos Aires, Argentina. She moved to the United States about four and a half years ago with her family. Ever since then she's been working with young kids in

different classroom settings. Oriana worked as an Assistant Teacher and later on as a Lead Teacher in a Montessori Preschool where she had a classroom with kids from ages 3-5 years old. Her last job was at Wilson Elementary in Logan as a Special Education Paraprofessional which was a great experience with kids. Oriana also worked in some non-profits in Argentina tutoring kids for elementary school. She is certified in Early Childhood and Montessori teaching for ages 2.5-6 years old. Oriana is currently enrolled in a self-paced Associate's Degree in Early Childhood Education. She has CPR, AED and First Aid Training for infants, children and adults and a valid Food Handler's Permit. Spanish is Oriana's native language and she is fluent in English as well.

Motion to approve the hire request of Oriana Gonzalez as the PHS Logan Explore Extended-Day Teacher Assistant

Motion: Festus Odunuga	Seconded: Gilbert Sanchez	Approved: YES
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3. Vote to approve the hire request of Ashlyn Straight as the PHS Preston Classroom Assistant – Steph Wood

Ashlyn is so excited about joining the team at Bear River Head Start. She is 24 years old and a single mom of a one and a half year old little boy who brings her so much joy every day. Ashlyn also has four nieces and nephews ranging from 3-9 years old who she has spent a lot of time playing with and caring for. When she's not busy, Ashlyn loves getting creative with crafts, baking delicious treats, looking up new recipes, reading and her biggest passion is gardening. Ashlyn also enjoys spending time outside with her son and going on adventures. She's been a stay at home mom for the last one and a half years so she's familiar with creating routines, planning healthy meals, maintaining a safe and clean environment and encouraging lots of play and learning along the way. As a mom, Ashlyn knows how quickly little ones grow and how essential it is to create a safe and nurturing environment. In addition to being a mom, she has worked as a Cook for a senior living center where she learned the importance of maintaining cleanliness, organization and high standards and food preparation which are skills that will translate perfectly into this position. Ashlyn is excited to bring her dedication and enthusiasm to this program and contribute to creating a positive and engaging environment for every child. Ashlyn thanked Policy Council for their time and consideration for this position.

Motion to approve the hire request of Ashlyn Straight as the PHS Preston Classroom Assistant

Motion: Gilbert Sanchez	Seconded: Cassidy Macoubrie	Approved: YES
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4. Vote to approve the hire request of Helem Orozco as the EHS Homebased Child Development Assistant – ReNae Torbenson

Helem is really excited about the opportunity to join Bear River Head Start as a Homebased Child Development Assistant. She has a Bachelor's Degree in Family and Consumer Sciences with a focus on Human Development from the University of Georgia. For the past two years Helem has worked as a Kindergarten Paraprofessional. She is really passionate about working with children and families, especially in early childhood. She likes building close relationships and being part of the child's growth, watching them learn, helping them feel confident and supporting the parents too. As a bilingual Spanish speaker Helem has had the opportunity to connect with children and families from a wide range of cultural and socio-economic backgrounds. This experience has helped her develop strong communication skills and a sense of cultural sensitivity, both of which are so important in this role. Helem is excited and would love to be a part of the support team here at Bear River Head Start.

Motion to approve the hire request of Helem Orozco as the EHS Homebased Child Development Assistant

Motion: Kristin Fellows	Seconded: Festus Odunuga	Approved: YES
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5. Vote to approve the hire request of Belle Leduc as a Family Advocate – Kristie Curtis

Belle recently graduated from the University of Utah with a Bachelor's of Science in Social Work with a minor in Psychology. She has experience in victim advocacy in crisis as well as in a rehab facility. Belle was born and raised in Salt Lake City and is a big fan of arts and crafts.

Motion to approve the hire request of Belle Leduc as a Family Advocate**Motion: Cassidy Macoubrie****Seconded: Gilbert Sanchez****Approved: YES****6. Vote to approve the transfer request of JoLacey Wood from EHS Pond Center Based Manager to an EHS On-Call Teacher – Steph Wood**

JoLacey is currently the Early Head Start Pond Manager and is requesting to be an on-call Teacher. She has absolutely loved her management position at the Pond but on-call will be the best fit for her family right now so she can spend more time at home with her daughter.

Motion to approve the transfer request of JoLacey Wood from EHS Pond Center Based Manager to an EHS On-Call Teacher**Motion: Festus Odunuga****Seconded: Cassidy Macoubrie****Approved: YES****7. Vote to adjourn the June 5, 2025 Interim Policy Council Meeting – Josie Smith**

With no other business to conduct, the June 5, 2025 Interim Policy Council Meeting was adjourned at 8:22pm.

Motion to adjourn the June 5, 2025 Interim Policy Council Meeting**Motion: Festus Odunuga****Seconded: Cassidy Macoubrie****Approved: YES**