

Officer Signature _____

Date 09-19-2025

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

Date: Thursday, September 4, 2025	Start Time: 8:00PM End Time: 8:11PM	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 & ID HSAC)	Malad Representative	X	
	Paris Representative		
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: 5	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), Cherie Pierce (Health & Wellness Manager), Kit Willmore (PHS Child Development Manager)	

1. Vote to approve the hire request of Ashlyn Jensen as a PHS Hyde Park Teacher Assistant (paid internship position) – Steph Wood

Ashlyn is a senior and studying Human Development and Family Studies at Utah State University. She's had a lot of experience working with children. Ashlyn nannies currently and worked at a Preschool as a substitute Teacher, an Aide and in a variety of other positions. She really enjoys working with kids and is excited about being able to continue to do so.

Motion to approve the hire request of Ashlyn Jensen as a PHS Hyde Park Teacher Assistant (paid internship position)

Motion: Karli Leonardi Seconded: Chad Alvey Approved: YES

2. Vote to approve the hire request of Stacy Banks as a PHS Hyde Park Part-Day Teacher – Steph Wood

Stacy is a mom of three. She has a Master's Degree in Education in Curriculum and Instruction. Her Bachelor's Degree is in Health Sciences with a focus on Health Education in the Community. Stacey feels her education fits well with working at a preschool and Head Start. She has been an Art Teacher in Elementary School and worked as an Aide in an inclusive preschool classroom. Most recently, Stacey has been at the Stokes Nature Center Preschool which has included a lot of outdoor, science and nature experiences as well as working with Montessori materials. She has also worked overseas and volunteered in some preschools there; that was a great experience. Stacey is excited to bring all of her experience with her to Bear River Head Start.

Motion to approve the hire request of Stacy Banks as a PHS Hyde Park Part-Day Teacher

Motion: Cassidy Macoubrie

Seconded: Karli Leonardi

Approved: YES

3. Vote to approve the hire request of Chloe Patience as a PHS Hyde Park Teacher Assistant (paid internship position) – Steph Wood

Chloe was unable to join the call. Kit Wilmore, Chloe's immediate supervisor, joined the meeting to introduce her. Chloe has had a lot of experience in Early Childhood Education. She went to the Dominican Republic and taught English to second and fourth graders. She was a Nanny for a couple of years for a four year old and a four month old. Chloe also worked in a Pediatrician's office. That was where she really learned how to talk and communicate with kids and helped them not be scared at the doctor's office. Working with children is Chloe's passion. She has loved being around kids ever since she was little.

Motion to approve the hire request of Chloe Patience as a PHS Hyde Park Teacher Assistant (paid internship position)

Motion: Festus Odunuga

Seconded: Chad Alvey

Approved: YES

4. Vote to approve the promotional transfer request of Cristina Gomez from PHS Logan Center Receptionist to Health Specialist – Kristie Curtis

Cristina has worked for Bear River Head Start for 13 years. She started as a Teacher Assistant and then got promoted to the Receptionist at the Logan Preschool Head Start Center. Cristina loves the program and connecting with families and kids. She wants to transfer to this new position because it is time for her to learn something different, a different skill. She is excited to do her best. Cristina's first language is Spanish which will help her when working with families. She has a lot of experience with the program, being in the classrooms, working with staff and working with the health team sometimes when they would go to the Logan Center. She loves working with kids and she would love to work with families as well. She will do her best, as a part of the health team, to help families understand the importance of good health for their kids.

Motion to approve the promotional transfer request of Cristina Gomez from PHS Logan Center Receptionist to Health Specialist

Motion: Karli Leonardi

Seconded: Festus Odunuga

Approved: YES

5. Vote to adjourn the September 4, 2025 Interim Policy Council Meeting – Josie Smith

With no other business to conduct, the September 4, 2025 Interim Policy Council Meeting was adjourned at 8:11pm.

Motion to adjourn the September 4, 2025 Interim Policy Council Meeting

Motion: Chad Alvey

Seconded: Festus Odunuga

Approved: YES