

BEAR RIVER HEAD START POLICY COUNCIL 2025-2026 Interim Meeting Minutes

Date: Wednesday, October 1, 2025	Start Time: 7:00PM End Time: 7:14PM	Location: Dialpad Meetings: 1-888-602-7505	
2025-2026 Policy Council Members' Attendance		YES	NO
Destiny Clifford* (Chair)	Brigham Representative	X	
David Lengenfelder*	Tremonton Representative	X	
	Hyde Park Representative		
Kalista Leishman*	Logan Representative	X	
Jessica Crook*	Hyrum Representative	X	
Aurora Rosas* (Vice Chair)	Smithfield Representative	X	
Karli Leonardi*	Malad Representative	X	
Annika Knorr*	Paris Representative		X
Kristin Fellows*	Preston Representative	X	
Yasmeen Ayala	Nest/Koop Representative		X
Sharandy Appiah*	Fishpond Representative	X	
	Board Representative		
	Community Representative		

*Trained & Seated Policy Council Members

Members needed for a Quorum: 5	
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): 1
Do we have a Quorum? YES	
Meeting Called to Order By: Destiny Clifford (Policy Council Chairperson)	
Meeting Facilitated By: Terrah Smith (Administrative Assistant)	
Additional Staff in Attendance: Steph Wood (Centerbased Coordinator)	

1. Vote to approve the hire request of Jaycee Christensen as a PHS Tremonton Extended-Day Teacher Assistant – Steph Wood

Jaycee is 20 years old. She loves to be out in nature and is constantly trying to learn new things. She graduated from Bear River High School along with two different programs at Bridgerland Tech College. Jaycee was a CNA and in the Vet Tech Program. She is currently a student at Utah State. She has worked in a group home for over two years where she learned to work with children, elderly and people with disabilities. Jaycee has also worked with and been around children her whole life and enjoys every moment. Even in the hard moments there's always something you can learn from the situation. Growing up with two younger siblings and being their main caretaker, it gave her the opportunity to learn how to better herself so she can help other children be the best that they can. Jaycee can't wait to see the children grow in their own ways and become independent.

Motion to approve the hire request of Jaycee Christensen as a PHS Tremonton Extended-Day Teacher Assistant

Motion: Kalista Leishman	Seconded: David Lengenfelder	Approved: YES
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2. Vote to approve the hire request of Kenzie Jones as a PHS On-Call Teacher for all areas – Steph Wood

Kenzie is 23 years old and is a graduate student at Utah State University. She is in the School Counseling program right now. She graduated this summer with a degree in Human Development and Family Studies with an emphasis in Families and Communities. She has experience working in Early Head Start preschools in her previous preschool jobs. Kenzie just finished an internship with the U.S. Navy where she worked in their child development center this past summer. She worked with the kids in their preschool whose parents were on active duty, deployment or overseas. It was so fun. She really loved it. She loves working with preschool kids; it's one of her favorite ages. She has about three years of experience with it now. Kenzie loves music and bringing it into the classroom any chance she can. She plays a couple of different instruments. She loves hanging out with the kids and doing things that help build their motor skills and their imagination. She's excited to help the kids learn and grown and help them build their confidence in any way she can.

Motion to approve the hire request of Kenzie Jones as a PHS On-Call Teacher for all areas

Motion: Karli Leonardi

Seconded: Aurora Rosas

Approved: YES

3. Vote to approve the promotional transfer request of Karen Garnica-Hernandez from an On-Call Teacher Assistant to a PHS On-Call Teacher for all areas – Steph Wood

Karen has been an On-call Teacher Assistant and worked in almost all of the different classes. Sometimes she performed the duties of the Teacher Assistant, sometimes the Classroom Assistant and sometimes just an extra. She has learned a lot. Karen has been with Bear River Head Start for about a year and 3-4 months. She has learned so much since she first started. She has had a great time and there have been so many learning opportunities and Karen is taking advantage of all of it. She is a current student at Utah State University so she is not working a whole lot right now. Karen is studying Elementary Education and also getting a certificate to teach English to speakers of other languages. Her graduation date is set for 2028. Policy Council asked about Karen going to just about all of the classes. With a graduation date of 2028, has she missed some classes? Karen said she is going to be a sub? Does she have the qualifications to do that and teach the whole class? Karen has been working for us as a Teacher Assistant until she graduated. She recently completed her Associate's Degree through Snow College and has 15 credits that count toward her Early Childhood Education Degree. She is now qualified to teach in our classrooms. By our standards, a Teacher must have a minimum of an Associate's Degree in Early Childhood Education or the equivalent. We send the transcripts of our teaching staff to Utah State University where they check the qualifications using their Career Ladder. Karen was not qualified to be a Teacher when she was first hired. Now that she has finished her Associate's Degree, she is requesting to transfer. She is also continuing her education to get a Bachelor's Degree in Early Childhood Education for Elementary School Teaching which will qualify for us as well. Karen also mentioned she has worked in almost all of the Head Start classes. She was a substitute Teacher Assistant and traveled to all 21 of our classes, as needed, when she could. She'll do the same as an On-Call Teacher although she can't sub quite as much as she used to now that she's back in school.

Motion to approve the promotional transfer request of Karen Garnica-Hernandez from an On-Call Teacher Assistant to a PHS On-Call Teacher for all areas

Motion: Aurora Rosas

Seconded: David Lengenfelder

Approved: YES

4. Vote to adjourn the October 1, 2025 Interim Policy Council Meeting – Destiny Clifford

With no other business to conduct, the October 1, 2025 Interim Policy Council Meeting was adjourned at 7:14pm.

Motion to adjourn the October 1, 2025 Interim Policy Council Meeting

Motion: Aurora Rosas

Seconded: Karli Leonardi

Approved: YES