

Officer Signature Aurora RosasDate 11-21-2025

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

<b>Date:</b> Thursday, October 23, 2025	<b>Start Time:</b> 7:00PM <b>End Time:</b> 7:19PM	<b>Location:</b> Dialpad Meetings: 1-888-602-7505		
<b>2025-2026 Policy Council Members' Attendance</b>		<b>YES</b>	<b>NO</b>	
	Brigham Representative			
David Lengenfelder*	Tremonton Representative	X		
	Hyde Park Representative			
Kalista Leishman*	Logan Representative	X		
Jessica Crook* (Treasurer & UT HSAC)	Hyrum Representative		X	
Aurora Rosas* (Vice Chair)	Smithfield Representative		E	
Karli Leonardi* (Secretary & ID HSAC)	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: 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: Karli Leonardi (Policy Council Secretary) Meeting Facilitated By: Terrah Smith (Administrative Assistant) Additional Staff in Attendance: Steph Wood (Centerbased Coordinator)	

### 1. Vote to approve the hire request of Jessica Mora as the PHS Logan Center Receptionist – Steph Wood

Jessica is 33 years old and a mom of two; a girl age 16 and a boy who is 10. She has worked with children a lot. She volunteered at Thomas Edison Charter School and worked as a Teacher for Toddler Time at The Fun Park. She really enjoyed working with the kids and getting to do fun activities. Jessica also worked at The Sports Academy as a Teacher Aide for three years. While there, she substituted for and helped all of the lead Teachers with various tasks. Jessica also worked with the Director of the program. She volunteered to help at the Sports Academy Summer Camps and learned a lot there as well. After that, she knew she wanted to always be doing something with children. Being around children makes Jessica happy. She is able to help them learn easily, quickly and how to thrive on their own. Jessica learned to how manage tough phone calls and de-escalate uncomfortable situations while working for a call center years ago. She learned that whenever someone is upset, both children and adults, they just want to be heard. Being able to give them calm reassurance and just listening never fails to de-escalate the situation. Jessica feels very prepared for the Receptionist position. She is excited to be at the Logan Center and to help with different tasks in the classrooms and work with the teachers.

<b>Motion to approve the hire request of Jessica Mora as PHS Logan Center Receptionist</b>		
<b>Motion: Kalista Leishman</b>	<b>Seconded: David Lengenfelder</b>	<b>Approved: YES</b>

<b>2. Vote to approve the hire request of Heidy Stufflebeam as a PHS Brigham City On-Call Teacher Assistant – Steph Wood</b>
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Heidy is 44 years old. She is a mother of three children ages 28, 23 and 18. She has two grandchildren, ages 7 and 10, is the youngest of ten children and an aunt of 27. Her work experience includes cashiering, telemarketing, working in food service and child care. She has always been around children and has a lot of experience caring for them. Her mother had an in-home day care and worked at another day care center while Heidy was growing up. Heidy has also worked in child care as a way to take her children to work with her. She worked in various day cares in Ogden and Idaho, mostly with infants up to children aged five. She taught in older classrooms but gravitates to the 3-5 year age range; she loves that age. She has experience with classroom curriculum, first aid and handling food. Heidy meets many of the job requirements and is also bilingual. She left the workforce and moved from Ogden to Brigham City to care for her parents along with being a stay-at-home mom for the last ten years. Heidy spends her time with her grandkids and pets. She has done a little bit of everything but tends to gravitate back to working with kids. She enjoys arts, crafts and snacks.

<b>Motion to approve the hire request of Heidy Stufflebeam as a PHS Brigham City On-Call Teacher Assistant</b>		
<b>Motion: David Lengenfelder</b>	<b>Seconded: Kalista Leishman</b>	<b>Approved: YES</b>

<b>3. Vote to adjourn the October 23, 2025 Interim Policy Council Meeting – Destiny Clifford</b>
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With no other business to conduct, the October 23, 2025 Interim Policy Council Meeting was adjourned at 7:19pm.

<b>Motion to adjourn the October 23, 2025 Interim Policy Council Meeting</b>		
<b>Motion: Kalista Leishman</b>	<b>Seconded: David Lengenfelder</b>	<b>Approved: YES</b>