

Officer Signature David LengenfelderDate 05-21-2026

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

Date: Wednesday, May 6, 2026	Start Time: 7:00PM End Time: 7:14PM	Location: Dialpad Meetings: 1-888-602-7505		
2025-2026 Policy Council Members' Attendance			YES	NO
Lacy Rasmussen*	Brigham Representative		X	
David Lengenfelder* (Chair)	Tremonton Representative		X	
Tyler Forster* (Vice Chair)	Hyde Park Representative		X	
Kalista Leishman*	Logan Representative			E
Jessica Crook* (Treasurer & UT HSAC)	Hyrum Representative		X	
	Smithfield Representative			
Karli Leonardi* (Secretary & ID HSAC)	Malad Representative		X	
Annika Knorr*	Paris Representative			X
Kristin Fellows*	Preston Representative		X	
Yasmeen Ayala*	Nest/Koop Representative			E
Sharandy Appiah*	Fishpond Representative		X	
	Board Representative			
	Community Representative			

*Trained & Seated Policy Council Members

Members needed for a Quorum: 6	
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: David Lengenfelder (Policy Council Chairperson) Meeting Facilitated By: Terrah Smith (Administrative Assistant) Additional Staff in Attendance: Kristie Curtis (Family Services Coordinator), Steph Wood (Centerbased Coordinator)	

1. Vote to approve the promotional transfer request of Erica Coleman from PHS Hyde Park Part-Day Teacher to PHS Logan & Hyrum Child Development Manager – Steph Wood

Erica has been with Bear River Head Start for two and a half years. She started as lead Teacher in Hyde Park in an Extended-Day class. She has been an On-Call Teacher and is currently a Part-Day Teacher in Hyde Park. Erica has over six years of management/marketing experience from previous jobs. She loves working for Head Start and serving the families and the kids in our community. Erica is really excited to help and support the teachers in the Logan and Hyrum centers.

Motion to approve the promotional transfer request of Erica Coleman from PHS Hyde Park Part-Day Teacher to PHS Logan & Hyrum Centerbased Manager

Motion: Kristin Fellows	Seconded: Karli Leonardi	Approved: YES
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2. Vote to approve the promotional transfer request of Emilie Johnson from PHS Hyrum

Teacher Assistant to a Family Advocate – Kristie Curtis		
Emilie is the Teacher Assistant in Hyrum. She has been here a little over two years and loves it. In her time here, she has gotten to know our kiddos' families pretty well through home visits, family conferences, pick up and drop off. Emilie is excited about the prospect of working more with families. It's the same mission but coming from a different angle, which she loves.		
Motion to approve the promotional transfer request of Emilie Johnson from PHS Hyrum Teacher Assistant to a Family Advocate		
Motion: Jessica Crook	Seconded: Lacy Rasmussen	Approved: YES

3. Vote to approve the promotional transfer request of Sarah Snell from PHS Hyde Park Inspire Part-Day Teacher Assistant to CACFP Assistant – Steph Wood		
Sarah has been working with Head Start preschoolers for two years and has really enjoyed working with them. She would like the opportunity to learn more about another part of the program. Nutrition is an important part of Sarah's life and she'd like to use those skills to help the children and serve them in a different way.		
Motion to approve the promotional transfer request of Sarah Snell from PHS Hyde Park Inspire Part-Day Teacher Assistant to CACFP Assistant		
Motion: Lacy Rasmussen	Seconded: Jessica Crook	Approved: YES

4. Vote to adjourn the May 6, 2026 Interim Policy Council Meeting – David Lengenfelder		
With no other business to conduct, the May 6, 2026 Interim Policy Council Meeting was adjourned at 7:14pm.		
Motion to adjourn the May 6, 2026 Interim Policy Council Meeting		
Motion: Karli Leonardi	Seconded: Kristin Fellows	Approved: YES

CERTIFICATE *of* SIGNATURE

REF. NUMBER
M6JMK-JYOHJ-SNVYO-VMKM7

DOCUMENT COMPLETED BY ALL PARTIES ON
22 MAY 2026 03:28:55
UTC

SIGNER

DAVID LENGENFELDER

EMAIL
GORESAVICE@GMAIL.COM

TIMESTAMP

SENT
22 MAY 2026 03:16:55

VIEWED
22 MAY 2026 03:28:23

SIGNED
22 MAY 2026 03:28:55

SIGNATURE

David Lengenfelder

IP ADDRESS
174.252.243.69

RECIPIENT VERIFICATION

EMAIL VERIFIED
22 MAY 2026 03:28:23

