



Policy Council Report

May 6, 2026 Interim Policy Council Meeting Report

1. The promotional transfer request of Erica Coleman from PHS Hyde Park Part-Day Teacher to PHS Logan & Hyrum Child Development Manager was approved.
2. The promotional transfer request of Emilie Johnson from PHS Hyrum Teacher Assistant to a Family Advocate was approved.
3. The promotional transfer request of Sarah Snell from PHS Hyde Park Inspire Part-Day Teacher Assistant to CACFP Assistant was approved.

*If you would like to view the full meeting minutes, go to www.brheadstart.org > About Us > Agency Information > Policy Council Reports & Meeting Minutes Archive > Policy Council Reports & Meeting Minutes September 2025 to August 2026



Policy Council Report

May 21, 2026 Policy Council Meeting Report

1. The promotional transfer request of Belle Delaney from PHS Logan Part-Day Teacher Assistant to PHS Logan Part-Day Teacher was approved.
2. The May 2026 Bear River Head Start Lateral Staff Transfer Requests were approved.
3. The Bear River Head Start Policy Council Composition was approved.
4. The Bear River Head Start Policy Council Bylaws were approved.
5. The Bear River Head Start Organizational Charts were approved.
6. The Bear River Head Start Employee Policies were approved.
7. The Bear River Head Start Operational Procedures were approved.
8. The April 16, 2026 Policy Council Meeting Minutes were approved.
9. The May 6, 2026 Interim Policy Council Meeting Minutes were approved.
10. Holding Interim Policy Council Meetings prior to the next scheduled Policy Council Meeting, as needed was approved.
11. Discussed Policy Council Meeting times and support.
12. Budget Committee & Fiscal Reports:
 - Completed %25 of the year
 - How budgets are working

- Trying to keep costs down during busy recruitment season due to staff fuel reimbursement
 - Training & Technical Assistance money comes with the grant and can only be used for things like staff training. Discussed how to share it across the program and make sure training needs are met.
13. Program Performance & Director's Reports:
- Everything going well; hitting all milestones
 - Addressed other Director's Report items during other agenda items
14. Board Report:
- Nothing specific to bring to Policy Council from Board
 - Board approved the Fiscal Policies & Procedures during their April Meeting
 - Had an interim Board Meeting in May to approve the Policy Council Composition and Bylaws
 - Will address most items Policy Council addressed during the next Board Meeting
15. Policy Council Concerns & Other Discussion Items:
- Some parents shared cards with their contact information with other parents at their child's Preschool Head Start graduation. Policy Council asked if there was a way other parents could share their contact information that didn't get a chance to. We will discuss the best way to do this and send out an update via email or text.
16. Community Report:
- No community events shared
17. Parent Committee Meeting Report:
- The information Tom Roskos from Bear River Mental Health shared at the last Parent Committee Meeting was really helpful.
18. Calendar Review:
- Friday, June 5: Early Head Start Centers Closed for Training
 - Wednesday, June 10: Last Day of Preschool Head Start Extended-Day Services
 - Tuesday, June 16: Budget Committee Meeting at 10am (Policy Council Treasurer attends)
 - Thursday, June 18: Policy Council Meeting at 8:30pm
 - Friday, June 19: Early Head Start Centers Closed for Training
 - Tuesday, June 23: Board Meeting at 5pm (Policy Council Chair attends)
 - Friday, July 3: Independence Day observance; all staff off & Early Head Start Centers closed

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