

Officer Signature David LengenfelderDate 08-20-2026

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

Date: Thursday, August 6, 2026	Start Time: 7:00PM End Time: 7:15PM	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		E
Kalista Leishman*	Logan Representative		E
	Hyrum Representative		
	Smithfield Representative		
Karli Leonardi* (Secretary & ID HSAC)	Malad Representative	X	
	Paris Representative		
Kristin Fellows*	Preston Representative	X	
Yasmeen Ayala*	Nest/Koop Representative		E
	Fishpond Representative		
	Board Representative		
	Community Representative		

*Trained & Seated Policy Council Members

Members needed for a Quorum: 4
Number of Voting Members Attending the Meeting: 4
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 Director), Steph Wood (Centerbased Director), Cassie Petersen (Early Head Start CB Coordinator, Facilities Coordinator & CACFP Coordinator)

1. Vote to approve the hire request of Tifanie Findlay as a PHS Logan Teacher Assistant – Steph Wood

Tifanie has lived in Cache Valley for over 20 years. She moved here to go to Utah State University. She met her husband and they chose to live here. Tifanie was studying Early Childhood Development but started a family instead and never got back to finish her degree. She's had a lot of life experience working with kids. Tifanie has seven children, two biological and five that she has adopted through the foster care system, four of which is a sibling group. She's had a lot of training on trauma and Trauma Informed Care. Tifanie worked for the Family Place for about four years going into Elementary Schools in the valley teaching Child Abuse Curriculum. She also went into homes of families that were struggling and taught parenting classes, kind of like a Peer parent to the families, and those classes involved topics like making healthy meals, hygiene, etc. Tifanie has worked for the school district three separate times as Teachers' Aides and Reading Aides. She loves the outdoors and sports.

Motion to approve the hire request of Tifanie Findlay as a PHS Logan Teacher Assistant

Motion: Karli Leonardi **Seconded:** Lacy Rasmussen **Approved:** YES

2. Vote to approve the hire request of Anna Darley as an ERSEA Assistant/Hyde Park Center Receptionist – Steph Wood		
Anna studied Family Development with a special concentration in Family and Community Services at Utah State University. She started her career working for Utah State University Extension teaching parenting classes to inmates in jails thorough northern Utah. Most recently Anna has been working for another company that is a provider of parenting classes that are in home for parents who are on the verge of losing their children to the foster care system due to abuse or neglect. The goal is providing them with the parenting resources necessary so they can retain their kids and keep their family united.		
Motion to approve the hire request of Anna Darley as an ERSEA Assistant/Hyde Park Center Receptionist		
Motion: Karli Leonardi	Seconded: Lacy Rasmussen	Approved: YES

3. Vote to approve the hire request of Danielle Grundvig as a PHS Logan Extended Day Aide – Steph Wood		
Danielle was unable to attend the meeting due to a previous commitment with her other job. Policy Council was asked if Steph Wood could present for her. Policy Council stated they were okay with that. Danielle has a degree from Utah State University in Psychology and is currently working on her Master's Degree. Her previous jobs were in childcare and she also has experience being an English tutor. Danielle is currently a Registered Behavior Technician at ASSERT (Autism Support Services: Education, Research and Training) and works with the preschool aged children in a classroom setting. She also has a lot of experience with play based learning.		
Motion to approve the hire request of Danielle Grundvig as a PHS Logan Extended Day Aide		
Motion: Kristin Fellows	Seconded: Karli Leonardi	Approved: YES

4. Vote to approve the promotional transfer request of Christine Clark from PHS Hyde Park Teacher Assistant to PHS Logan Teacher – Steph Wood		
Christine was recently hired and was hoping to be hired as a Teacher. When an opening came up she was excited to be considered for it. Christine has a Bachelor's Degree in Elementary Education. She worked in Elementary Kindergarten, third and fourth grades. Christine had a CDA (Child Development Associate) in the past and ran her own daycare and preschool so she's really excited for this position. Christine has five kids, so lots of experience.		
Motion to approve the promotional transfer request of Christine Clark from PHS Hyde Park Teacher Assistant to PHS Logan Teacher		
Motion: Lacy Rasmussen	Seconded: Karli Leonardi	Approved: YES

5. Vote to approve the promotional transfer request of Anahi Fuentes from PHS Logan Teacher Assistant to EHS Pond Infant/Toddler Teacher – Steph Wood		
Anahi has worked as a Teacher Assistant for Preschool Head Start for five years. She completed her preschool CDA (Child Development Associate) two years ago. She wants to make a positive impact in student's lives by encouraging them to reach their full potential. Anahi has loved working with the children and their families. She is also able to make a creative, supportive and safe environment in the classroom where students feel confident and motivated. Anahi is looking forward to serving a different age group and building on the skills she already has.		
Motion to approve the promotional transfer request of Anahi Fuentes from PHS Logan Teacher Assistant to EHS Pond Infant/Toddler Teacher		
Motion: Karli Leonardi	Seconded: Kristin Fellows	Approved: YES

6. Vote to adjourn the August 6, 2026 Interim Policy Council Meeting – David Lengenfelder
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With no other business to conduct, the August 6, 2026 Interim Policy Council Meeting was adjourned at 7:15pm.

Motion to adjourn the August 6, 2026 Interim Policy Council Meeting
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Motion: Kristin Fellows	Seconded: Lacy Rasmussen	Approved: YES
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