



Policy Council Report

September 26, 2024 Interim Policy Council Meeting Report

1. The hire request of Paige Morgan as a Fiscal Assistant was approved.
2. The hire request of Mikayla Robison as an EHS On-Call Infant/Toddler Teacher Assistant was approved.
3. The transfer request of Haley Richman from Disability Aide to Social Emotional Coach was approved.

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Policy Council Report

October 10, 2024 Policy Council Meeting Report

1. The new 2024-2025 Policy Council Members were welcomed.
2. The hire request of Mallory Jensen as the Homebased Child Development Assistant was approved.
3. The hire request of Kenzy Jackson as the PHS Malad Classroom Assistant was approved.
4. The hire request of Anna Herrera as the PHS Smithfield Teacher Assistant was approved.
5. The transfer request of Paula Smith from PHS Smithfield Teacher Assistant to Disability Aide was approved.
6. The transfer request of Emily Griffiths from PHS On-Call Teacher to PHS Child Development Assistant was approved.
7. The Selection Criteria for Bear River Head Start/Early Head Start was approved.
8. The Bear River Head Start Program Data Protection Policies were approved.
9. The Bear River Head Start Community Assessment was approved.
10. The Bear River HS/EHS (08CH012487) Continuation Grant Application was approved.
11. The September 19, 2024 Policy Council Meeting Minutes were approved.
12. The September 26, 2024 Interim Policy Council Meeting Minutes were approved.
13. The holding of Interim Policy Council Meetings prior to the next scheduled Policy Council Meeting as needed was approved.

14. Active Supervision Assessment Updates were given.
15. Program Performance Report:
 - Hitting all of the milestones
 - Not behind on anything
16. Budget Committee/Fiscal Report:
 - 2024-25 Fiscal Year is 67% complete as of September 30
 - Management staff will review Budget Reports and bring questions to the Fiscal Office
 - Been working on the 2025-26 Continuation Grant Application. The final application will go to Board and Policy Council in October for approval and is due to the Regional Office by November 1.
 - In process of renewing the lease for the Preschool Head Start Center in Logan at 852 S. 100 W. The rate increased approximately 15% which puts the proposed rate in the lower 25th percentile for office space in the Valley.
 - Open enrollment will be through Gusto. Employees will receive notification in their emails when it is open.
 - Increasing Maverick Card limit to be consistent with limit with Phillips 66.
 - Budget training provided
17. The Lease Agreement with TK Partners, LLC for the Logan PHS Center located at 852 S. 100 W., Logan, Utah was sent to Policy Council as information only.
18. Director's Report:
 - Everything necessary reviewed during other agenda items
 - Thank you to last year's Policy Council Members. You have done an awesome job. I appreciate you so much, more than you can know! I will miss you.
 - We look forward to getting to know the new Policy Council who will be awesome!
19. Board Report:
 - Board reviewed the: addendum to the ERSEA Recruitment and Enrollment Policy, Program Improvement Report with each program area's Self-Assessment, Program Improvement, Short-Term Goals, Parent and Staff Surveys and Training and Technical Assistance Plans, Fiscal Report, Budget Committee Report and Policy Council Report
 - Received Fiscal and Grant training
 - These same items were discussed during Policy Council Meeting last month
20. Policy Council Concerns & Other Discussion Items:
 - Policy Council Members can share feedback, concerns, positive things they see going on the program or ask questions they might have during this portion of the meeting
 - If Policy Council Members have any questions or concerns they'd like to discuss during a meeting, let Terrah or your Family Advocate know ahead of time so we can get them on the agenda and have the appropriate person to answer your questions available during the meeting
 - No questions were asked or items brought up for discussion
21. Community Report:
 - Check your area for Halloween Coloring Contests: download a coloring page and drop it off at city office buildings
 - Thursday-Saturday, October 10-12 and Monday & Tuesday, October 14 & 15: Pumpkin Walk at Elkridge Park (1100 E. 2500 N., North Logan, UT) from 10:00am-10:00pm
 - Thursday, October 17: Hyrum Harvest Event at the Family Place in Hyrum (10 N. 600 E. Hyrum) from 6:00-8:30pm: bring your own bag to take home crafts and treats. Come

enjoy lots of autumn fun from the comfort of your car; admission is free, costumes encouraged.

- Friday, October 25: Pumpkin Parade and Carnival
- Saturday, October 26: North Logan and USU Pumpkin Toss at Elk Ridge Park (1100 E. 2500 N., North Logan, UT) at 10:00am
- Saturday, October 26: Marvelous Adventure, superhero themed event 11am-1pm at the Cache County Event Center (490 S. 500 W. Logan): \$20 Ticket includes 1 adult and 1 child, crafts, food, activities and more; expect to see and interact with favorite superheroes; Children under 2 free; Receive a \$5 discount if you bring in one of the following: Pinesol, all-purpose cleaning spray, Clorox wipes, spray sunscreen, dish soap

22. Parent Committee Meeting Report:

- The first Parent Committee Meetings for each area, called Family Fun Night Parent Committee Meeting and Conscious Discipline Kick Off, were held in September and October
- We will have more Parent Committee Meetings in November

23. Calendar Review:

- Tuesday, November 19: Budget Committee Meeting at 10:00am
- Thursday, November 21: Policy Council Meeting at 7:00pm
- Tuesday, November 26: Board Meeting at 5:00pm
- Wednesday-Friday, November 27-29: Holiday Break, All Staff Off

24. The 2023-2024 Policy Council Members were thanked for their service to Bear River Head Start.

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