



Head Start (HS)/Early Head Start (EHS)/EHS-CCP/EHS-EXP
Policy Council Executive Meeting by Email Minutes
June 18, 2025



Policy Council Representatives in Attendance by Email

Ulysses Robinson (Chair)
Sharron Jacob (Vice-Chair)
Samantha Davila
Whitney Exume
Wanda Lopez

Site

Ferguson EHS
Orlando Day Nursery EHS
Kids Village/Pine Hill
Hans On Academy
Children's Home Society

4C Head Start Staff in Attendance by Email

Cindy Metz
Mayra Aristud
Percy Snyder

Position

Chief Officer of Education/HS/EHS Director
Family/Community Partnerships Coordinator
HS Program Manager

On Wednesday, June 18, 2025, at 1:35 p.m., Mayra Aristud, the Family/Community Partnership Coordinator, submitted the CCP 2025 Disability Waiver Request on behalf of Cindy Metz, the Chief Officer of Education and Head Start/Early Head Start Director. This submission was made to the Executive Committee members for their review and approval.

The Community Coordinated Care for Children, Inc. (4C) Head Start is requesting a Disability Waiver. The waiver states that the 4C EHS-CCP Inclusion Specialists are actively involved in reviewing developmental screenings, conducting observations, and engaging with families and staff to identify and support children with disabilities. The program collaborates closely with local Early Learning Coalitions, Early Steps, and various community partners to facilitate timely referrals and support services. Although the disability enrollment requirement was met for other Head Start grants, the EHS-CCP program faced challenges due to high turnover, with 6 of 19 children with disabilities exiting during the year and 16 referred children not evaluated before leaving or graduating. The Program Manager, with 12 years of experience, oversees a team of Inclusion Specialists and maintains interagency agreements with local education agencies and Part C providers. The program continues targeted recruitment efforts, strengthens community partnerships, and documents barriers such as delayed evaluations. Ongoing strategies include early screenings, community outreach, leveraging parent involvement, and promptly filling vacancies with eligible children with disabilities to meet the 10% enrollment requirement for the 2024–2025 program year.

Ms. Aristud received the necessary approvals on behalf of Cindy Metz. By the end of the day on June 18, 2025, all five policy council members had indicated their approval by email.

X *Ulysses Robinson*

Ulysses Robinson
HS/EHS/CCP/EXP Policy Council Chair