



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



Policy Council Representatives in Attendance

Ulysses Robinson (Chair)
Sharron Jacob (Vice-Chair)
Samantha Davila
Whitney Exume
Olivia Dimanche
D'Andre Singh
Carine Stinfil
Wanda Lopez

Site

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

4C Head Start Staff in Attendance via TEAMS

Cindy Metz
Yvette Nieves
Mayra Aristud
Alicia Deshong
Percy Snyder
Kristi Sargent
Mireille Eximond-Parrott
Emily Hurst
Marcia Cotton
Luis Mercado
Diana Rither
Ladaisha Henderson

Position

Chief Officer of Education/HS/EHS Director
SR Human Resources Generalist
Family/Community Partnerships Coordinator
Education Coordinator
HS Program Manager
SR Program Manager Comprehensive
Human Resources Director
SR Program Manager of Q.A. & Facilities
SR Program Manager of Education/Inclusion
Accountant Assistant
HS Program Assistant
Family Advocate

The meeting was called to order at 10:00 a.m. Mayra Aristud, Family/Community Partnership Coordinator, confirmed that a quorum had been established.

June-Agenda

Ulysses Robinson, Policy Council Vice-Chair, presented the June Agenda; there were no questions. Samantha Davila approved the motion, and Sharron Jacob seconded it. Motion carried.

May-Minutes

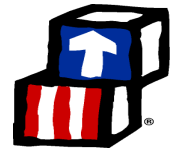
Ulysses Robinson, Policy Council Vice-Chair, presented the May minutes for approval; there were no questions. Samantha Davila approved the motion, and Sharron Jacob seconded it. Motion carried.

June 2025 HS/EHS/CCP/EXP HR Report –Approval of Hiring and Separations

Yvette Nieves, SR Human Resources Generalist, submitted the June HR Report, which reported the organization's separations and new hires. Ms. Nieves shared the separations during the month, and new staff members have been hired for the programs. Sharron Jacobs approved the motion, and Whitney Exume seconded it. There were no questions. Motion carried.



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HS/EHS/CCP/EXP April 2025 Director's Report

Emily Hurst, SR Program Manager of Quality Assurance & Facilities, presented the April Director's Report and highlighted the exceptional work of Ms. Kristi Sargent and her team for their dedication and outstanding performance. All programs achieved or exceeded 100% enrollment, with Family Advocates ensuring vacancies are filled within the required 30-day timeframe. Attendance across Head Start and EHS-CCP remains above the 85% requirement, and further analysis is underway to address specific program barriers. April also saw strong community engagement through multiple outreach events and the development of a new partnership with Cornerstone Connections. Volunteer participation is growing, with several parents undergoing background checks, and updated recruitment materials are being distributed across counties. The program continues to meet its goal of serving 10% of children with disabilities, reflecting the team's ongoing commitment to inclusive, high-quality services. Wanda Lopez approved the motion, and Sharron Jacobs seconded it. There were no questions. Motion carried.

HS/EHS/CCP/EXP-April Financial, Credit Card, and Match Statements

Luis Mercado, Accountant Assistant, presented the HS/EHS/CCP/EXP April financial statements, Credit Card Statements, and Match Statements. HS-77% of funding was spent for the year, monthly revenue was \$444,431, and YTD revenue was \$3,824,959. EHS-70% % completion of funds for the year, monthly revenue of \$381,706, and YTD revenue of \$3,559,310. CCP-64%% of the funding was spent for the year, monthly revenue was \$434,912, and YTD revenue was \$3,426,236. EXP-14% % of the budget was spent for the year, monthly revenue was \$219,817, and YTD revenue was \$418,465. Centennial Bank credit card charges \$814.00 (employee screenings), \$9,227 (travel for employees), and \$378.00 (monthly subscriptions). Citgo's credit card charges \$492.00 (gasoline), Home Depot's credit card charges \$354.00 (repairs and maintenance), and Walmart's credit card charges \$1,857.00 (health and nutrition supplies) for a total of \$13,123. Sharron Jacobs approved the motion, and Whitney Exume seconded it. Motion carried.

Comments:

Adjournment: The meeting adjourned at 10:40 a.m.

The next meeting of the Policy Council is scheduled for Wednesday, July 16, 2025

X Ulysses Robinson

Ulysses Robinson

HS/EHS/CCP/EXP Policy Council Chair