

**DELEGATION OF SIGNING AUTHORITY
FOR THE
SCHOOL READINESS TRANSITION SERVICES AGREEMENT
RELATED TO
THE ORANGE COUNTY HEAD START PROGRAM**

To Whom It May Concern,

By means of this letter, the Orange County Board of County Commissioners (the "**Board**") does hereby delegate the authority below to Venerria L. Thomas, in her capacity as (the "**Director**"), on the following terms and conditions:

1. The Director may sign any documents pertaining to the School Readiness Transition Services Agreement so long as such documents do not commit the County to providing any funding that is not already contemplated in the Agreement between the Orange County School Readiness Coalition, Inc. and the County (the "**Contract**").
2. The effective date of this delegation is July 1, 2026, or the date upon which both parties have fully executed the Contract, whichever date is later. This delegation shall be effective until June 30, 2027, or until revoked by the delegation official, whichever date is sooner.
3. The authority delegated is not subject to sub-delegation without approval by the Board.
4. It is understood by the Board that this delegation does not relieve it of the responsibility to ensure the overall management and supervision of the School Readiness Program, and Orange County may be liable for any compliance deficiencies identified under federal or state requirements applicable to funded early childhood programs.

**ORANGE COUNTY, FLORIDA
By: Board of County Commissioners**

By: _____
Jerry L. Demings
Orange County Mayor

Date

ATTEST: Phil Diamond, County Comptroller
As Clerk of the Board of County Commissioners

By: _____

Acknowledge and agreed:

By: Venerria L. Thomas
Venerria L. Thomas, Director of the Orange County
Community and Family Services Department

July 14, 2026
Date