



ORANGE COUNTY GOVERNMENT
 HEAD START
POLICY COUNCIL
MEETING MINUTES



Holden Heights Community Center
 1201 20th Street
 Orlando, FL 32805
 December 18, 2025

Attended By:

Stephanie Soler	Aloma	Representative
Joffery Matos Virella	Aloma	Alternate
Morgan Knight	Bithlo	Alternate
Tanisha Wilson	Callahan	Representative
Catherine Flautero Marin	Dover Shores	Alternate
Manjola Kellezi	East Orange	Representative
Nayisha Goldwire	Engelwood	Representative
Sharron Jacob	Hal P. Marston	Representative
Joan Farquaharson	Hal P. Marston	Alternate
Alyssa St.Hilaire	John Bridges	Representative
Alicia Uresti	Lila Mitchell	Representative
Luisa Acevedo Morillo	S.O. YMCA	Representative
Myrlanda Pierre	Southwood	Representative
Juana Vasquez Santiago	Taft	Alternate
Lucia Castillo	Three Points	Representative
Mercy Campos	Ventura	Representative
Limary Velez Fernandez	Ventura	Alternate
Chanel Williams	WS ELC	Representative
Jasmine Allen	WS Elementary	Representative
Mike Scott	OCBCC	Commissioner

Visitor

Ada Carballo	OCPS
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Staff:

Sonya Hill	Main Office	Manager
Avis McWhite	Main Office	Sr. Program Manager
Polly Boulter	Pine Hills	Child-care
Sonja Austin	W S ELC	Child-care
Zhor Elmekali	Lila Mitchell	Child-Care
Colette Thomas	Main Office	Program Manager
Deshon Perry	Main Office	Education Coordinator
Dwayne Horne	Main Office	Sr. FSW

Jennifer Birch	Main Office	Sr. FSW
Sandra Ruff	Main Office	Program Manager
Vidya Deonarine	Main Office	Education Coordinator
Kerwin Juarez	Southwood	Maintenance

Elections for the Executive Committee were held. The newly elected committee is:

Chairperson – Sharron Jacob
Vice-Chairperson – Chanel Williams
Secretary – Alyssa St.Hilaire
Treasurer – Luisa Acevedo
Parliamentarian – Manjola Kellezi

Meeting was called to order at 7:08pm
Roll Call by Alyssa St.Hilaire

Chairperson Jacob called for a motion to adopt the agenda

Motion: Stephanie Soler, Aloma Representative
Second: Lucia Castillo, Three Points Representative
Motion carried with no objections

Secretary's Report by Alyssa St.Hilaire

Chairperson Jacob called for a motion to approve the November 20, 2025 minutes

Motion: Jasmine Allen, WS Elementary Representative
Second: Stephanie Soler, Aloma Representative
Motion carried with no objections

Budget Report by Sandra Ruff, Fiscal Program Manager

100% of federal funds were received.

HR Report by Avis McWhite, Sr. Program Manager

Ms. McWhite submitted a list of new hires, terminations, and vacancies.

Chairperson Jacob called for a motion to approve the HR Report

Motion: Stephanie Soler, Aloma Representative
Second: Morgan Knight, Bithlo Alternate
Motion carried with no objections

Director's Report by Sonya Hill

- Five staff members graduated from the Passport Leadership Series
- Head Start collaborated with VyStar and WUCF in a book drive.
- OCHS hosted the NHSA Parent Engagement conference and gave a tour of Pine Hills and WSELC. Forty people from different states attended and were very impressed by how our program is run. Children from the Southwood center performed.
- Corporate Award won for Gift of Swimming.
- Actively recruiting for Fiscal Admin Specialist position.

- Working through chronic absenteeism. Eighteen days per school year constitutes chronic absenteeism.

Sunshine Law Training

A PowerPoint presentation was sent by Sawsan Mouhuidin, County Attorney III Florida's Sunshine Law (Statute 286.011) ensures government transparency by requiring all meetings of state and local boards/commissions to be open to the public, with advance notice, accessible locations, recorded minutes, and no secret votes, ensuring public access to decision-making and preventing secret deals.

Community Representative Vote

Ada Carballo from OCPS was presented for Community Representative and was approved unanimously.

Unit Updates

ERSEA	Hope Massey
PFCE	Dwayne Horne
Nutrition	Colette Thomas
Education	Vidya Deonarine
Health	Colette Thomas
MH/D	Jennifer Birch
Maintenance	Kerwin Juarez

Commissioner Mike Scott - Saturday there is a toy giveaway for children at the Grand Avenue Center. Also giving food away to adults. He offered to be available for the Policy Council. He would like to use his resources to help with improving lives.

Chairperson Jacob called for a motion to adjourn the meeting

Motion: Luisa Acevedo, Three Points Representative

Second: Alicia Uresti, Lila Mitchell Representative

Motion carried with no objections

Meeting Adjourned at 7:32 PM

Next Policy Council Meeting will be January 21, 2026