



Every Kid In Our Communities Lead Table

Terms of Reference

Every Kid in our Communities (EKIOC) is a coalition of organizations and individuals working together toward the vision that:

Every child and youth is safe, healthy, and valued.

Our Goals are that:

- All babies have the best start possible;
- All children and youth are cared for and safe;
- All children are ready for school;
- All children and youth are successful at school;
- All children and youth are practising healthy and safe behaviours;
- All youth are making successful transitions to adulthood.

Purpose:

The Every Kid in Our Communities (Every kid) Lead Table is responsible to the communities of Leeds and Grenville and acts on behalf children and youth by taking responsibility for the key functions of Every Kid. It supervises the work of the Coalition Coordinator, coordinates the “Windows of Focus”, and expedites the work of the “Community and Youth Champions and Partners”. In addition it serves:

- To facilitate and co-ordinate service planning activities in relation to local service needs and priorities,
- To encourage the development of interagency and inter-program protocols including the monitoring and evaluation of those programs and protocols,
- To advise the provincial government with regard to children and youth services priorities for all in Leeds and Grenville and to guide planning and delivery of services to our more vulnerable children.
- To collaborate through the Steering Table of the Student Support Leadership Initiative, with those neighbouring county planning tables (networks), school boards and Ministry of Education and Child and Youth Services. (added June 09)
- To inform the use of Criminal Court funds based on Ways of Working so as to prevent offences and reduce recidivism. (added June 09)

Responsibilities:

1. Oversee Every Kid's functions and finance as laid out in the annual Business and Sustainability Plans.
2. Review project implementation, celebrate successes, and address common issues, challenges & barriers to project delivery.
3. Supervise and evaluate Coalition Coordinator and any other staff.
4. Develop a Sustainability and Communication Plan and review it annually.
5. Manage the Community Implementation Plan to:
 - a. ensure it is current,
 - b. make it accessible to all,
 - c. foster cooperative actions among members
 - d. identify gaps in services
 - e. focus action for all kids.
6. Promote Every Kid's activities being carried out within an Asset Development framework.
7. Facilitate communication within Every Kid's network of Community and Youth Champions & Partners, and Windows of Focus.
8. Provide means to evaluate initiatives offered to the community & communicate findings across Leeds & Grenville as well as among participating agencies and stakeholders.
9. Monitor the impact of the Every Kid's programs and activities in relation to its targeted outcomes, through a Developmental Asset lens.
10. Recommend, to Every Kid's Lead Table, priorities for the community development by monitoring the outcomes of the various work groups.
11. Complete an Every Kid in our Communities Annual Status Report.

Composition:

Membership will consist of, but is not limited to, a senior decision maker of organizations listed in the attached appendix. Organizations not listed may apply to the Lead Table for membership on a permanent or term basis. Every effort will be made to include up to 4 community representatives.

Members are expected to act for all kids regardless of their agency mandate and are responsible for providing knowledge and experience from the various disciplines/agencies/sectors and geographical areas across Leeds & Grenville and to provide the necessary expertise for project planning, implementation & evaluation.

Structure:

The Lead Table provides advice and support for those planning and action groups (Windows of Focus) which act for the age groups, birth to six, seven to twelve, thirteen to eighteen and an intersection group acting for all ages. These Windows of Focus report at each meeting of the Lead Table.

As required, Special Project Teams of a time-limited nature may be established to address a specific issue, and/or to complete a defined task as has arisen from the Ministry or been identified by the community as having relevance to a specific group of children's services stakeholders.

- Every Kid's Lead Table is responsible to Leeds & Grenville communities, parents, children and youth.
- The Chair or Co-chairs will be appointed by the members
- Recommendations and decisions will normally be by consensus but in case of a vote required, all members are voting members. (quorum is 50%+1)
- Every Kid's Coordinator will provide clerical support.
- Meetings will be held monthly or at frequency deemed necessary by the committee to adequately plan & implement project activities.
- Minutes will be distributed to all committee members in a timely fashion following the meeting and will be shared with Every Kid in our Communities' members.
- Terms of Reference will be reviewed annually.

Lead Table Participants and Invited as of January 2007 (requires updating June 09)

| Agency |
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| Académie catholique Ange-Gabriel Ste Marguerite-Bourgeoys |
| Assault Response and Care Centre |
| Big Brothers/Sisters |
| Brockville and District Association for Community Involvement |
| Catholic District School Board of Eastern ON |
| Child and Youth Wellness Centre |
| Community and Primary Health Care |
| Community Care Access Centre |
| Community Living North Grenville |
| Community Member/coordinator Developmental Assets |
| Country Roads Community Health Centre |
| Developmental Services of L&G |
| Employment & Education Centre |
| Family and Children's Services of L&G |
| Girls Inc. |
| Health Unit |
| Infant & Child Development Program |
| Interval House |
| Markee and Associates Consulting |
| Mayor of Gananoque, member of Joint Services of UCLG |
| Merrickville Community Health Centre, |
| Ministry of Child and Youth Services |
| Police -Brockville City |
| Police Gananoque &OPP |
| Police OPP |

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| Public Libraries |
| RNJ Youth Services |
| United Counties |
| United Way |
| Upper Canada District School Board |
| YMCA |
| Youth Justice -Supervisor of Probation |
| Safe Communities Network |