

EARLY CHILDHOOD DEVELOPMENT (ECD) WORKING GROUP

TERMS OF REFERENCE – January 8, 2014

Background

On January 24, 2013, the Children and Youth Services Network (CYSN) voted on five red flag indicators which were identified by the Community Indicators and Measures Committee (CIMC) as pressing community action items. Based on 2009 and 2011 Early Development Instrument (EDI) results, one of the two indicators receiving the most votes was “Kindergarten Students who are Developmentally at Risk”. Results showed that children in HPE consistently have higher levels of developmental risk than the rest of Ontario, especially in the domains of physical activity, emotional maturity, and communication and general knowledge. A working group was struck on March 28, 2013 and a community kick-off presentation held on July 5, 2013, featuring British Columbia Early Childhood Development Researcher Joanne Schroeder. The inaugural meeting occurred September 13, 2013.

Mandate:

The Early Childhood Development Working Group is responsible for identifying and implementing one or more actionable projects that will improve early childhood development outcomes for children in Hastings-Prince Edward.

Membership:

The Working Group is comprised of a broad spectrum of community service providers and individuals committed to furthering the mandate. The group will be supported by the HPE Data Analysis Coordinator and CYSN Coordinator. Membership will include, but not be limited to:

- Algonquin and Lakeshore Catholic District School Board
- Belleville Public Library
- Belleville and Quinte West Community Health Centre
- City of Belleville Recreation and Culture
- Community Living Prince Edward
- Community Representatives
- Counselling Services of Belleville & District
- Family Space Quinte
- Hastings County Children’s Services

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- Hastings & Prince Edward Counties Health Unit
- Hastings and Prince Edward District School board
- Hub (The) Child and Family Centre
- Mohawks of the Bay of Quinte
- Omni Learning Centre
- Prince Edward Family Health Team
- Prince Edward – Lennox & Addington Social Services
- Quinte Children’s Treatment Centre and Preschool Speech & Language Program
- Quinte & District Rehabilitation
- United Way Quinte
- YMCA of Central East Ontario

Meetings:

The Working Group will meet monthly on the second Wednesday morning, and may re-visit meeting frequency at any time. Meeting dates will be determined by members. Meetings may be held at Children’s Mental Health Services, 3 Applewood Drive, Belleville or at other locations as determined by members. Meetings may be attended via teleconference and/or video conference. Minutes will be taken at each meeting. Agendas will be distributed prior to each meeting.

Governance:

Working Group meetings will be facilitated by two co-chairs, who have been appointed by the group for a period of up to two years. Co-chairs will be responsible for preparing agendas and liaison between the Network and working group members. An attending member of the Children and Youth Services Network will be selected by the group to sit on the CYSN Coordinating Team. Decisions will be based on consensus. If consensus cannot be reached, a majority vote will be taken. Each Working Group member is entitled to one vote and co-chairs may vote at meetings.

Accountability:

The Terms of Reference (TOR) and work plan with timelines are to be endorsed by the Network, and reviewed and updated annually. Projects will contain an evaluation component.