



Avon Maitland District School Board Annual Accessibility Plan Working Group

Wednesday, February 28, 2018
4:00 p.m.

Avon Maitland District School Board
Education Centre, Seaforth, ON
Festival Room

MINUTES

Attendance: Janet Baird-Jackson (co-chair), David Frier (co-chair), Laurel Mitchell, Hugh Cox, Rob Simmons, Jason Hillier, Vince Trocchi, Ralf Mesenbrink, Diana Doctor, Cheryl Peach, Mary Jane Karkheck, Mary Lou Bilcke, Randy Wagler, Lynette Geddes, Janice Richmond

Regrets: Wendy Case, Shelley King, Julia Opie, Amy Kipfer, Barb Pepper, Michelle Murphy-Bukala

1.0 Welcome and Introductions

Janet Baird-Jackson welcomed everyone to the meeting and introductions were made.

2.0 Approval of Agenda

Moved by Mary Jane Karkheck and seconded by Hugh Cox that the agenda be approved. Carried.

3.0 Review of Minutes from November 29, 2017

Moved by Hugh Cox, and seconded by Randy Wagler that the minutes from the November 29, 2017 meeting be approved. Carried.

4.0 Business Arising

4.1 Inclusive Language – use of

The first two posters from the poster series that have been printed cover gender inclusive language. Amy Kipfer is going to help with the poster on ethnicities, equity and person first language.

Suggestions for other posters are:

- Treat each other with kindness
- Creating awareness and understanding mental health

- Spotting accessible barriers – next series of posters

Action: Communications is going to work on the messaging before the posters are sent out to the schools. The messaging is for the whole community and to have the buildings be accessible for students, staff, volunteers and visitors.

5.0 New Business

5.1 AODA Accessibility Document Training – Cheryl Peach

The focus has been on making the websites accessible but now it is time to bring accessible documents into the classrooms. Students need to be taught how to create accessible documents and presentations.

It was recommended that administrators and teachers have mandatory training on accessible documents. The IT Training team is putting together short training videos that can be accessed by all staff to review. It was suggested to update the AODA training module in Safe Schools to include the training videos.

As of July 31, 2018 all staff members and students will have access to Microsoft Office. This will allow us to have standardized templates embedded into each of the Microsoft Office programs as well, we can set the defaults to accessible fonts and sizes.

Action: Mary Jane is going to review an accessible document from George Brown College and pull out the highlights to share with the committee.

Get 'Creating Accessible Documents' on the summer institute list.

Create a template for all school newsletter. Put an old newsletter and an accessible newsletter through a screen reader to show the difference between the two.

6.0 Subcommittee/Working Group Structure

Accessibility Plan

Julia posted the framework for the Multi-Year Accessibility Plan for the committee to review.

The working groups each provided their updates as follows:

Built Environment

Hugh discussed the information they have provided for the Multi-Year Accessibility Plan.

- Projects that have been completed
- Recent barrier removal and achievements
- Future projects
 - Accessible washrooms
 - Accessible entrances/ramps

- Elevators that require upgrades

The department has reviewed 50% of the schools to see if they are up to the building code. They have accessible features that require upgrades such as; a ramp being too steep, a doorway too narrow, an elevator does not have the capacity that the new code requires or the turning radius in a washroom does not meet the 6' radius the new code requires.

There was a small group of people that went out to schools that have the newest accessible washrooms, South Huron High School and Downie Central. An individual with physical accessibility needs and an individual with visual impairment came to the facilities and provided feedback. The features that aid individuals with visual impairments is something we need to improve on.

Visual aids:

- Texture of the floor – small tiles vs big tiles
- Contrast of colours – light floor with a dark band around the floor
- Don't make the grab handles the same colour as the wall
- Need to stand in one spot to wash and dry hands

Physical Aid:

- Flexible shower handle – supply hose on it with an easy swivel on handle
- Light weight doors – manual not power operated

Need to work on signage for accessible features in the building.

Janet suggested getting the CNIB glasses for the committee to experience visual impairments and to understand issues with contrasts and placement of lights.

Customer Service

Information and Technology

Employment

Transportation

7.0 Future meetings

Dates of next meetings:

Wednesday, April 11, 2018

8.0 Adjournment at 5:02 p.m.

Moved by Lynette Geddes, and seconded by Hugh Cox that the meeting be adjourned. Carried.