



**ACCESSIBILITY STEERING COMMITTEE
Tuesday, March 26, 2019 – 1:00 p.m. - Boardroom**

Present: Michelle Shypula (Chair), Bill Chopp (Trustee), Lindsay Blasdell (Secretary), Dave Buist, Lindsay Duwyn, Anah Figueiredo, Caroline Freibauer, Deborah King-Bonifacio, Jim Lo Presti, Carmen McDermid, John McDermid, Rachel Moreau-Zelem, Terre Slaght, Dianne Wdowczyk

Absent: Tracey Austin, Lou Citino, Fatima DeJesus, Christine Dragojlovich, Carlo Fortino, Philip Kuckyt, Tom Laracy, Don Maunder, Colleen Oldman, Teresa Westergaard-Hager, Guo Wu

1. Opening Business

1.1 Opening Prayer

Chair Shypula led the meeting with the opening prayer and a round of introductions were made for the benefit of all members.

1.2 Attendance – As noted above.

1.3 Approval of the Agenda

The agenda was approved, as distributed.

1.4 Approval of the Minutes – Wednesday, November 28, 2018

The minutes of the Wednesday, November 28, 2018 Accessibility Steering Committee meeting were approved by consensus.

2. Committee and Staff Reports

2.1 Risk Assessment Protocol

Deborah King-Bonifacio, Disability Management and Safety Coordinator for the Board, updated members on the new Risk Assessment Protocol. The Annual Risk Assessment was sent out on March 1, 2019, along with additional tools to assist Principals and Site Managers in understanding the risk assessment process.

Risk Assessment is a term used to describe the overall process or method where an employer would:

- Identify hazards and risk factors that have the potential to cause harm (hazard identification)
- Analyze and evaluate the risk associated with that hazard (risk analysis and risk evaluation)
- Determine appropriate ways to eliminate the hazard, or control the risk when the hazard cannot be eliminated (risk control)

The Occupational Health & Safety Act states that employers must assess and control risks of workplace violence arising from the nature of the workplace, type of work and conditions of work. Deborah explained to members three considerations for risk assessment as follows;

1. Nature of the Workplace – referring to the physical aspects of the workplace
2. Type of Work – referring to the activities workers perform, the sector of work and people with whom workers interact



3. Conditions of Work – referring to other aspects of the job itself

Risk assessment(s) must be conducted on an annual basis and risk re-assessments will be completed based on the “Risk Re-Assessment Matrix”. Completed risk assessments will be shared with the Joint Health and Safety Committee (JHSC), as required under the Occupational Health & Safety Act.

2.2 School Building Facilities Update

On behalf of Lou Citino, Manager, Facilities & Construction Projects, Chair Shypula updated on the architectural projects the Board is working to complete in 2019 (See Appendix A). Some of the projects are as follows;

- Accessible elevator for Our Lady of Fatima School, Courtland
- Universal/accessible washrooms at St Joseph’s School, Simcoe and St Frances Cabrini, Delhi
- AODA ramps at St Joseph’s School, Simcoe and St Bernard of Clairvaux, Waterford
- AODA sidewalks at Notre Dame School, Caledonia

The Board will continue to incorporate recommendations into the capital plan and work toward full compliance with AODA standards at all sites by 2025.

2.3 Student Resiliency Plan Update

Dianne Wdowczyk, Mental Health Lead for the Board updated on how the Board Mental Health Steering Committee and the District Safe and Accepting Schools Team (DSAST) are exploring the creation of a Student’s Resiliency Plan. The plans would be designed for students returning to school after a hospital stay related to a mental health crisis or for students who struggle with their mental health while at school. Dianne sought input from our secondary schools within the Board and reviewed the information and responses received. A copy of the Board’s *‘Essential Information Highlights’* was shared and discussions ensued on what information that should be included on the form, where the form should be located for staff to access and where the completed forms should be stored (See Appendix B). The information will be shared and reviewed at the upcoming DSAST meeting on April 30, 2019.

3. Future Meetings

The committee secretary will send out suggested dates for members for June 2019.

4. Closing Remarks/Adjournment

Chair Shypula thanked members for their participation and the meeting was adjourned at 2:10 pm.

Multi-Year Integrated Accessibility Plan 2018-2023

Review of Barriers to be addressed

Type of Barrier	Location	Action	Recent Activity	Effective Date
Architectural	Board-Wide	Evaluate accessibility at schools, work sites and incorporate recommendations into the capital plan: working toward full compliance with AODA standards at all sites by 2025.	<p>Rebuilt paved lots:</p> <p>St. John's College St. Joseph's St. John's College</p> <p>Accessible Elevator:</p> <p>St. John's College Our Lady of Fatima</p> <p>Sliding Doors in Main Office:</p> <p>Assumption College</p> <p>Universal/Accessible Washroom:</p> <p>St. Frances Cabrini 2 Additional St. Francis Cabrini</p> <p>Resurrection St. Leo St. Patrick (B) St. Joseph</p> <p>AODA Ramp:</p> <p>St. Frances Cabrini Our Lady of Fatima St. Stephen's St. Joseph St. Bernard of Clairvaux</p>	<p>2018 2018 2019</p> <p>2018 2019</p> <p>2018</p> <p>2018 2019</p> <p>2018 2018 2018 2019</p> <p>2018 2018 2018 2019 2019</p>



			<p>Front Door Handicap Operator:</p> <p>Christ the King 2018 Our Lady of Fatima 2018 Resurrection 2018 Sacred Heart Langton 2018 St. Bernard of Clairvaux 2018 St. Leo 2018 St. Michael's Walsh 2018 St. Patrick (B) 2018 St. Patrick's (C) 2018 St. Stephen's 2018 St. Theresa 2018</p> <p>AODA Sidewalks:</p> <p>Our Lady of Fatima 2018 St. Stephen's 2018 Notre Dame 2019</p>
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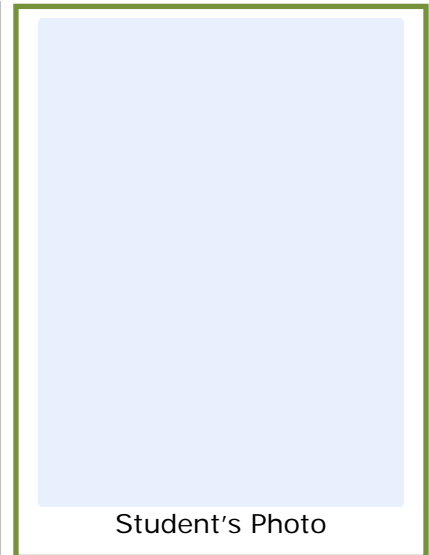
Type of Barrier	Location	Action	Future Activity	Effective Date
Architectural	Board-Wide	Evaluate accessibility at schools, work sites and incorporate recommendations into the capital plan: working toward full compliance with AODA standards at all sites by 2025.	<p>Accessible Service Counter:</p> <p>St. John's College 2019 Assumption College 2019</p> <p>Additional Handicap Door Operators:</p> <p>St John's College 2019 Assumption College 2019</p> <p>AODA Compliant, refrigerated, Filtered water stations 2017 2018 Holy Trinity 2019 Assumption College 2019</p>	





Essential Information Highlights

Student		Date	
School		Grade	
Identification		Teacher	
Diagnosis			
Medication	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>Specify:</i>		
Current supports			
Compiled by	<input type="checkbox"/> EA <input type="checkbox"/> Teacher <input type="checkbox"/> SERT <input type="checkbox"/> Principal <input type="checkbox"/> Other <i>Specify:</i>		
Currently in place	<input type="checkbox"/> IEP <input type="checkbox"/> Behaviour Plan <input type="checkbox"/> Safety Plan <input type="checkbox"/> Medical		
Specialized Equipment	<input type="checkbox"/> Physical <input type="checkbox"/> IT <input type="checkbox"/> Sensory <input type="checkbox"/> Hearing <input type="checkbox"/> Visual		
Annual review date			



AREAS OF NEED/CONCERN

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STRENGTHS AND INTERESTS

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KNOWN TRIGGERS

<ul style="list-style-type: none"> • • • 	<ul style="list-style-type: none"> • • •
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STRATEGIES THAT WORK

<ul style="list-style-type: none"> • • • 	<ul style="list-style-type: none"> • • •
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THINGS TO AVOID

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