MULTI-YEAR
ACCESSIBILITY PLAN

FOR THE PERIOD JANUARY 2020 TO JANUARY 2025

MULTI-YEAR ACCESSIBILITY PLAN

Prepared by

Accessibility Planning Committee
In accordance with
Accessibility for Ontarians with Disabilities Act
Integrated Accessibility Standards Regulation

This publication is available through the CDSBEO website

- website (www.cdsbeo.on.ca)
- Kemptville Central Office
- In accessible formats upon request*

  *Please contact Nicole Proulx, Manager of Human Resources

February 11, 2021
Revised May 10, 2021

<u>Aim</u>

This multi-year Accessibility Plan is developed in accordance with the Integration Accessibility Standards Regulation under the *Accessibility for Ontarians with Disabilities Act, 2005.* It incorporates the intentions of the Board to meet its obligations under the *Ontarians with Disabilities Act, 2001*. The Plan describes the measures that the Board has taken to date to identify, remove and prevent barriers to people with disabilities who work, learn and participate in the School Board community and environment including students, staff, parents and guardians, volunteers and visitors to the Board and its schools. The plan will be guided by the Board's Accessibility Standards-Policy Statement and will be used as a foundation in moving forward.

1.0   <u>Objectives</u>

This Plan:

1.1   Describes the process by which the CDSBEO will identify, remove and prevent barriers;

1.2   Reviews recent efforts of the CDSBEO to remove and prevent barriers;

1.3   Describes the measures the CDSBEO will take in 2021 to identify, remove and prevent barriers;

1.4   Makes a commitment to review and update the multi-year accessibility plan annually;

1.5   Describes how the CDSBEO will make this accessibility plan available to the public.

2.0   <u>Commitment to Accessibility Planning</u>

The CDSBEO is committed to:

2.1   Maintaining an Accessibility Planning Committee;

2.2 Continuing the process of consulting with the Special Education Advisory Committee and with persons with disabilities;

2.3 Ensuring, wherever practical, that Board policies, procedures and practices are consistent with the principles of accessibility and inclusive/universal design. The Accessibility Planning Committee will provide input re: accessibility issues, where appropriate, with regard to new policies and procedures and to those under review;

2.4 Improving access to facilities, policies, programs, practices and services for students, staff, parents/guardians, volunteers and members of the community. Consideration of ongoing identification of barriers will be the responsibility of the Accessibility Planning Committee and will, wherever practical, be incorporated in the multi-year plan.

3.0 <u>**Members of Accessibility Planning Committee**</u>

Working Group Member	Department	Contact Information
Natalie Cameron	Sr. Management	natalie.cameron@cdsbeo.on.ca
Bonnie Norton	Sr. Management	bonnie.norton@cdsbeo.on.ca
Nicole Proulx	Manager of Human Resources	nicole.proulx@cdsbeo.on.ca
Barb Renaud	HR – Employee Services	barb.renaud@cdsbeo.on.ca
Amber LaBerge	Communications	amber.laberge@cdsbeo.on.ca
Heather Gerber	Sr. Management	heather.gerber@cdsbeo.on.ca
James Proulx	Facilities Services	james.proulx@cdsbeo.on.ca
Caroline Chesbro	Health & Safety Coordinator	caroline.chesbro@cdsbeo.on.ca
Sherri MacCaskill	Human Resources	sherri.maccaskill@cdsbeo.on.ca

4.0   Timelines for Compliance with Accessibility Standards

Broader Public Organizations 50+

Note – all WCAG 2.0 requirements only apply to websites, web content and web-based applications that an organization can control either directly or through a contractual relationship, and where meeting the requirements are technically feasible.

2011

Transportation
- Technical requirements (e.g. signage, floor surfaces)
- Equal fares and fees
- Pre-boarding route or destination announcements (verbal)
- On-board announcements of stops and connections (verbal)
- Courtesy seating
- Public school transportation services
- Other transportation services
- Ferries (maintenance)
- Maintenance of equipment
- Integration of transportation services

2012

General Requirements
- Emergency and public safety information

Transportation
- Accessible boarding/de-boarding
- Storage of assistive devices
- Companions
- Treatment of support persons
- Taxi registration on bumper
- Availability of accessibility equipment and features
- Operator Responsibilities
- Emergency preparedness and response

Employment
- Workplace emergency information

2013

General Requirements
- Policies and practices
- Accessibility Plans
- Kiosks

Information & Communications
- Educational institutions - accessible materials and training
- Public libraries

Transportation
- Coordinated services between adjacent municipalities
- Service disruptions
- Visitor service
- Fare parity for conventional and specialized transportation (single tier)
- Alternative Accessible method of transportation
- Hours of service (within single tier)
- Service delays
- Ferries (signage, etc.)

2014

General Requirements
- Training
- Accessible feedback processes

Information & Communications
- All new internet websites and web content on those sites conforms with WCAG 2.0 level A

Employment
- Recruitment
- Employees returning to work
- Employees and accommodation
- Performance management, career development, and redeployment

Transportation
- Accessibility plans
- Trip restrictions
- Eligibility Application and Process (existing)
- Booking
- Proportion of accessible taxis
- Training

2015

Information & Communications
- Accessible formats and communication supports
- Educational libraries – print based resources
- Producers (publishers) - conversion ready educational textbooks

2017

Transportation
- Pre-boarding route or destination announcements (electronic)
- On-board announcements of stops and connections (electronic)

- Ferries (electronic messages)
- Fare parity for conventional and specialized transportation (multi tier)
- Hours of service (multi tier)
- Eligibility application and (new) process
- Categories of eligibility

2020

Information & Communications
- Educational libraries -multi-media/digital resources
- Producers (publishers) - conversion ready files of "other educational print materials"

2021

Information & Communications
- All existing internet websites and web content conforms with WCAG 2.0 level AA (excluding live captioning and audio description)

2025

Information & Communications
- Producers (publishers) - conversion ready files of "other print resources – not specifically developed for the education market"

5.0   Strategy for prevention and removal of barriers

The principles of inclusionary practice, freedom from barriers and accessible environments have informed all CDSBEO Board policies, programs, procedures and services. Through the annual accessibility plan status report process implemented under the *Ontarians with Disabilities Act, 2001*, the CDSBEO's programming, policies and practices have been assessed to ensure continuous improvement in accessibility. This process will continue through the establishment of a multi-year accessibility plan which places particular emphasis on the provisions of the regulations made under the AODA with regard to customer service, information and communications, employment and school transportation.

6.0   **Barrier Identification Methodologies**

A variety of accessibility initiatives continue to be addressed through various departments including: Human Resources, Plant and Maintenance, Curriculum, Special Education, Information Technology, and the Student Transportation of Eastern Ontario (STEO).

The Accessibility Planning Committee uses the following methods to identify barriers to accessibility:

Feedback
The Board welcomes feedback by email and telephone. As well, Principals have been encouraged to inform their Superintendent of any issues or concerns that may arise. These concerns are brought to the attention of the Accessibility Planning Committee. As well, the Board's Special Education Advisory Committee (SEAC) provides input, as do the Catholic school councils.

Staff Training
Customer Service training is mandatory for all employees upon hire and will be reviewed every 5 years.

Continuous Review of Standards
The Accessibility Planning Committee is kept abreast of all regulatory requirements by attending conferences and reviewing information as it becomes available. The Accessibility Planning Committee makes use of the resources provided by the Ministry of Education and the Ontario Education Services Corporation.

Collaboration with Plant and Maintenance and Special Education
The Accessibility Planning Committee collaborates with the Plant and Maintenance and Special Education departments to identify and select accessibility projects. As often as possible, projects are planned in conjunction with other projects in order to save on costs and capitalize on existing manpower.

7.0   **Barrier Removal Achievements**

The annual Multi-Year Accessibility Plan, developed in accordance with the Ontarians with Disability Act (ODA) identifies a range of barriers and appropriate strategies for their removal. The completed projects to date are listed below:

7.1   **Physical Barriers**

2002-2003 Projects

- St. Francis Xavier School, Brockville: Improved access to main entrances
- St. Mary-St. Cecilia, Morrisburg: Provided access to three entrances
- St. Mary-St. Cecilia, Morrisburg: Automatic door opener at main entrance

2003-2004 Projects

- St. Michael CHS, Kemptville: Improvement to special education area

2003-2004 Projects

Provide accessible parking with proper signage at the following schools:

- Administration Office, Cornwall
- Holy Cross, Kemptville
- Immaculate Conception, Cornwall *closed June 2018*
- Iona Academy, Williamstown
- Notre Dame CHS, Carleton Place
- Sacred Heart, Cornwall *school closed June 2018*
- St. Andrew, St. Andrews West
- St. Anne, Cornwall
- St. Bernard, Finch school *closed June 2006*
- St. Columban's West, Cornwall *school closed June 2018*
- St. Edward, Westport
- St. Finnan, Alexandria
- St. Francis Xavier CS, Brockville
- St. George, Long Sault *school closed June 2016*
- St. Gregory, Carleton Place
- St. John Bosco, Brockville
- St. John Bosco, Cornwall
- St. Joseph CSS, Cornwall
- St. Joseph, Gananoque
- St. Joseph, Prescott *school closed June 2009*
- St. Joseph, Toledo
- St. Luke, Smiths Falls *school closed June 2018*
- St. Mark, Prescott
- St. Mary, Carleton Place
- St. Mary, Chesterville
- St. Matthew CSS, Cornwall

Provide accessible entrances to the following schools:
▪ Administration Office, Cornwall
▪ Bishop Macdonell, Cornwall
▪ Immaculate Conception, Cornwall *closed June 2018*
▪ St. Francis de Sales, Smiths Falls *school closed June 2018*
▪ St. Luke, Smiths Falls *school closed June 2018*
▪ St. Matthew CSS, Cornwall

2004-2005 Projects

▪ St. Finnan, Alexandria: Construct an accessible bus access route
▪ St. Francis de Sales, Smiths Falls: Accessible parking space *school closed June 2018*
▪ St. John Elementary School, Perth: Accessible parking space

2005-2006 Projects

▪ Pope John Paul II, Hammond: New accessible ramp and door operator
▪ Sacred Heart, Lanark: New accessible washroom
▪ St. Mary, Carleton Place: New accessible washroom
▪ Five play structures received ramps

2006-2007 Projects

▪ Cornwall Board Office: Create an accessible access to main entrance
▪ Cornwall Board Office: Install two automatic door openers
▪ J.L. Jordan: Install two hold-open devices on doors
▪ St. Edward, Westport: Install one hold-open device
▪ St. Finnan: Install automatic door opener at main entrance
▪ St. Francis de Sales: Install four hold-open devices on doors *closed June 2018*
▪ St. Joseph Secondary: Install automatic door opener at south exit
▪ St. Joseph Secondary: Install two automatic door openers at ramp near auditorium
▪ St. Mary, Carleton Place: Install one hold-open device

2007-2008 Projects

▪ Immaculate Conception: Washrooms renovated *closed June 2018*
▪ Pope John Paul II: Install accessible door operators on main entrance
▪ St Joseph Toledo: new addition completely designed, barrier free
▪ St Joseph Toledo: new change facilities and special needs area
▪ St Joseph Toledo: Install accessible door operators
▪ St Mary CHS, Brockville: Construct accessible washroom
▪ St Mary CHS, Brockville: Renovate special needs classroom
▪ St Michael CHS: add a ramp to a portable and place automatic door operator on the special education area

2008-2009 Projects

▪ Notre Dame CHS: Install card swipe on the elevator
▪ Pope John Paul II: Install accessible door operators on main front entrance door
▪ Pope John Paul II: front door revisions and library infill of pit for wheelchair safety
▪ St Francis Xavier CHS, Hammond: Accessible washroom
▪ St John CHS: Accessible lift to stage

2009-2010 Projects

- Bishop Macdonell: Accessible parking sign installed in new parking lot
- Iona Academy: Ramp at exterior
- St. Francis Xavier, Brockville: Accessible washroom
- St Mary, Carleton Place: Re-do front entrance and place operators on front doors and staff entrance doors

2010-2011 Projects

- Western region office: Upgrade to be accessible *closed*
- Holy Trinity CSS: washroom renovations
- Iona Academy: Install stair lift
- St Francis de Sales: wheelchair accessible *school closed June 2018*
- St Mary, Chesterville: Change table and washroom upgrades
- St Michael CHS: Install automatic operators on library and port-a-pack doors
- St Michael CHS: Install ramp at port-a-pack doors
- St Michael CHS: Pathway to civic complex - wheelchair accessible
- St Michael CHS: ODA compliance in new addition
- St Thomas Aquinas CHS: Hearing impaired system installed in new wing
- St Thomas Aquinas CHS - ODA compliance in new addition

2011-2012 Projects

- Iona Academy: Washroom and change space upgrades
- Our Lady of Good Counsel: Ramp installation
- Sacred Heart, Cornwall: Washroom renovation *school closed June 2018*
- St Francis Xavier, Brockville: Install non-slip treads
- St George, Long Sault: Washroom and change space upgrades *closed June 2016*
- St John CHS: Accessible operator on exterior door
- St Mark: Renovate washroom
- St Michael CHS: Upgrade washrooms

2012-2013 Projects

- Holy Cross: paint stairs and hallways for visually impaired
- Pope John Paul II: re-work North entrance ramp
- Sacred Heart, Cornwall: washroom improvements *school closed June 2018*
- St Andrew: Upgrades of washrooms and entrances
- St Finnan: Place wheelchair lift from daycare to main floor
- St Francis de Sales: paint stairs and hallways for visually impaired *closed June 2018*
- St John Elementary: Install camera, complete with electronic latch
- St Matthew: accessible washroom retrofit
- St Michael, CHS: Install key swipe on elevator
- St Michael CHS: Install door operator on office door
- St Michael CHS: grab bars in student services
- St Patrick, Rockland: Kindergarten area and walkway repairs
- St Peter, Cornwall: Accessible washroom upgrades

2013-2014 Projects

- Pope John Paul II, Hammond: Door operator on door to playground
- Sacred Heart, Cornwall: Accessible Washroom *school closed June 2018*

▪ St. Francis de Sales Smiths Falls: Washroom on 3rd floor *school closed June 2018*
▪ St. John Elementary, Perth: Elevator
▪ St. John Elementary, Perth: Washroom
▪ St. Mary CHS, Brockville: Washroom

* In order for the Catholic District School Board to further its commitment to students and staff with disabilities and to ensure compliance with the Accessibility for Ontarians with Disabilities Act (AODA), 2005, the Board initiated an Accessibility Audit Project during the 2014-15 school year. The project involved auditing 43 school facilities and spaces to identify where barriers may exist in the school environment.

The project was awarded to The Harrington Group Ltd (THG) and a final report was prepared, dated November 23, 2015. Since 2003, THG has conducted accessibility audits of over 800 buildings province-wide, assessing over 20 million square feet of facility spaces. THG has extensive experience in planning, executing and reporting accessibility audits of a variety of facilities and spaces, with a solid track record in the education sector.

The report provides a detailed reference tool to the CDSBEO for planning "access improvement" initiatives. Results are presented in a chart form for each facility to allow for review by the respective departments. The chart provides all necessary information, in a succinct format, relating to why the barrier exists and how it can be removed. Recommendations are ranked according to four priority levels:

- Priority 1 – Immediate action recommended
- Priority 2 – Short-term action recommended (within 2 years)
- Priority 3 – Mid-term action recommended (3-5 years), and
- Priority 4 – Long-term action recommended (6-10 years).

Priority rankings were determined by Board staff in the Request for Proposal (RFP) process. The Board will plan implementation in a feasible manner to its operations, immediate needs and funding capabilities. The report will be used as a guide for each facility in determining any available resources to be allocated to improved accessibility at CDSBEO facilities. It is important to note that the detailed report included cost estimates for all four priority levels in

excess of ten million dollars for which the Board has a very limited funding source. It is, however, the plan of the CDSBEO to make reasonable efforts, annually, to address some improvements in accessibility across the board's wide jurisdiction.

2014-2015 Projects

- All facilities: Accessibility studies *
- Holy Cross, Kemptville: Renovations to entrance, with operators, ramp and railings
- St. James the Greater, Smiths Falls: Renovate washroom
- St. John Elementary, Perth: Washroom
- St. John Elementary, Perth: Replace sidewalks at front of school
- St. Joseph CSS, Cornwall: Remove and enlarge 2 doors
- St. Joseph, Gananoque: Washroom in East wing
- St. Joseph, Gananoque: Upgrade Intercom
- St. Mary, Chesterville: Renovate ground floor washrooms
- St. Mary – St. Cecilia, Morrisburg: Sidewalk

2015-2016 Projects

- Holy Cross, Kemptville: Replace courtyard doors with auto opener
- Immaculate Conception, Cornwall: Sidewalk on North side (closed June 2018)
- St. John Elementary, Perth: New treads with vision strips on stairs
- St. John Bosco, Brockville: Replace front entrance doors with auto opener
- St. Joseph CSS, Cornwall: Enlarge Spec Ed washroom doors
- St. Joseph CSS, Cornwall: Replace & enlarge 3 doors
- St. Mary CHS, Brockville: Replace exterior door in Elementary wing
- St. Mary, Carleton Place: West entrance auto door opener and ramp & rails
- St. Mary – St. Cecilia, Morrisburg: Sidewalk
- St. Mary – St. Cecilia, Morrisburg: Renovate boys' & girls' washrooms
- St. Patrick, Rockland: Entrance doors at Daycare end

2016-2017 Projects

- Our Lady of Good Counsel, Ingleside: Replace sidewalk
- St. Finnan, Alexandria: New sidewalk
- St. Francis Xavier CHS, Hammond: Replace interlocking at Main entrance with sidewalk
- St. Joseph, Gananoque: New exterior door
- St. Mary, Carleton Place: Chair lift access from Main level to Gym level

2017-2018 Projects

- Holy Cross, Kemptville: Grab bars for washroom 140A in the 7/8 Wing
- Holy Name of Mary, Almonte: New washroom door
- Sacred Heart of Jesus, Lanark: Replace door hardware
- St. John Bosco, Brockville: Renovate existing washroom
- St. Joseph CSS, Cornwall: Replace 8 interior doors
- St. Mark, Prescott: Install washroom
- St. Mary, Chesterville: Replace Northwest entrance door

2018-2019 Projects

- Iona Academy, Williamstown: Replace 3 doors
- J.L. Jordan, Brockville: Install wheelchair ramp at rear of portapak
- Notre Dame CHS, Carleton Place : Renovate washroom D134
- Sacred Heart of Jesus, Lanark: Install automatic door openers for gymnasium
- Sacred Heart of Jesus, Lanark: Update main entrance door and walkway
- St. Andrew, St. Andrews West: Replace main entrance and Exit G
- St. Finnan, Alexandria: Install new set of doors between 112 & 113
- St. Francis Xavier, Brockville: Install chairlift on inside rear of school
- St. John Elementary, Perth: Upgrade exterior lighting
- St. John Elementary, Perth: Replace steps at South entrance
- St. John Elementary, Perth: Replace entrance doors to Breakfast Program
- St. Joseph CSS, Cornwall: Add door operators to various doors
- St. Joseph CSS, Cornwall: Upgrade washrooms and 3 sets of doors
- St. Joseph, Gananoque: Replace pad at front of building
- St. Joseph, Gananoque: Replace Door E
- St. Mary, Carleton Place: Upgrade gym entrance
- St. Mary, Chesterville: Replace main entrance doors, railing and concrete slab

2019 – 2020 Projects

- St. Francis Xavier, Brockville: Renovate washroom on 1st Floor
- St. Francis Xavier CHS, Hammond: Replace door & frame at Exit 1
- St. Luke CHS, Smiths Falls: Replace pavers to concrete slab at Main Entrance
- St. Mary, Chesterville: Update Exterior doors A, B & D
- St. Michael CHS, Kemptville: Purchase & installation of Portable Emergency Evacuation Chair in Cabinet
- St. Patrick, Rockland: provide a new ramp at the end of Portable Link
- St. Anne CS, Cornwall: accessible washroom modification

New school construction has adhered to the current building code and includes level access to schools, automatic door openers, elevators in schools of more than one floor, accessible washrooms.

7.2 Information and Communications - Board-wide – School Libraries

Typically, photocopiers scan documents in a standard PDF format which cannot be read with traditional software readers. In order to overcome this barrier, future contracts for CDSBEO photocopiers will include a requirement that they be equipped with Optical Character Recognition (OCR) software to create scanned documents that are accessible to all students using their technology of choice, such as ReadWrite or Cortana. Effective September 2020, all CDSBEO photocopiers at all locations have OCR capabilities. In addition, OCR

capabilities are embedded in the Office Lens app to provide students an additional tool to scan documents on the go.

Further, all CDSBEO staff and students have access to the online OverDrive library. They gain access to this through their "MyCDSBEO" portal on the computer or by using the Sora, by OverDrive app on their phone/tablet. This online library includes accessibility options such as some audio books, and the ability to change font size as well as the colour of the background they are reading on. Another tool we use, EPIC Books, contains video clips, audio books and regular books. Arrow is a library option used by CDSBEO Low Vision and Deaf and Hard of Hearing students on a regular basis. Zoomtext is a magnification software that is installed on the laptops of all Low Vision students to allow them to magnify their work area and thus read any text on their screen. It can also be used to magnify images in books and websites. Braille texts are made available upon request. CDSBEO Staff strive to find the resources and technology that best suits the needs of each individual student!

CDSBEO internet websites and web content has been updated to meet the new accessibility requirements and the 2021 WCAG 2.0 level AA standard. A new CDSBEO website template was implemented in January 2021, and includes considerations for all elements of the level AA requirements, text enhancement features, as well as descriptive text for images. The board uses SiteImprove, an online tool which evaluates website content and assesses for any non-compliance, based on level A, AA, or AAA. The tool also offers accessibility training modules for site administrators to support the maintenance of accessible website content.

8.0   **Barriers to be addressed under the Multi-Year Accessibility Plan**

The Integrated Accessibility Standards Regulation 191/11 filed in June, 2011 pursuant to the Accessibility for Ontarians with Disabilities Act, 2005 identified specific requirements to achieve accessibility in the areas of:

- Information and Communications

- Employment
- Transportation

These requirements build on the Accessibility Standards for Customer Service which came into force in 2007.

The CDSBEO intends, through this Multi-year Accessibility Plan, to take action to address barriers to accessibility related to the Standards areas of current Regulations. This is in addition to ongoing work the Board is undertaking with regard to identification and removal of barriers in the Board's physical environment.

2013-2014

Type of Barrier	Location	Action	Effective Date
Systemic - attitudinal	Board-wide	Provide training to all staff, volunteers on accessibility standards requirements and on Human Rights Code provisions re disabilities and ensure third-party providers have similar training	Ongoing 2013-2014
Information and Communication	Board Offices	Review process for receiving/responding to feedback to ensure accessibility to persons with disabilities and readiness to provide accessible formats and communication supports upon request.	January 1, 2014
Information and Communications	Board-wide	Review Board and school websites to assess level of accessibility. Ensure that new sites and web content published after Jan 1, 2012 meet WCAG 2.0, Level A standards.	January 1, 2014
Systemic - Employment	Board-wide	Review and update Human Resources procedures and	January 1, 2014

Type of Barrier	Location	Action	Effective Date
		practices with regard to recruitment, job accommodations, alternative accessible formats and communication supports, individual accommodation plans, return to work, performance appraisal, career or professional development, redeployment	
Information and Communication – Student Transportation	Board-wide (Student Transportation and Special Education)	Consult with parents and develop individual school transportation plans for students with disabilities, clarifying roles and responsibilities	January 1, 2014
Information and Communication	School Libraries	Review the readiness of school libraries to provide accessible or conversion-ready formats of print resources upon request	Ongoing 2013-2014 in anticipation of the 2015 compliance date
Physical	St. John Elementary, Perth	Install elevator	2013-2014
Physical	Sacred Heart, Cornwall	Construct accessible washroom	2013-2014 school closed June 2018
Physical	Pope John Paul II, Hammond	Install ODA door operator on door to playground	2013-2014
Physical	St. Francis de Sales, Smiths Falls	Construct accessible washroom on 3rd floor	2013-2014 closed June 2018

2014-2015

Type of Barrier	Location	Action	Effective Date
Information and Communication	Board-wide	Identify and have ready access to resources that enable the Board to provide information and communication supports upon request and in a timely manner to persons with disabilities.	January 1, 2015

Information and Communication	School Libraries	Ensure readiness of school libraries to provide accessible or conversion-ready formats of print resources upon request	January 1, 2015
Information and Communication	Board-wide	Review accessibility features of all updates and purchases related to board and school websites in anticipation of WCAG, 2.0, Level AA standards	Ongoing preparation for 2021 deadline
Physical	Board-wide	Please refer to Section 7 for all projects under consideration for 2014-2015	2014-2015

2015-2016

Type of Barrier	Location	Action	Effective Date
Systemic	Board-wide	Review status of accessibility awareness training to ensure new staff have been trained.	Ongoing
Information and Communication	School Libraries	Review status of capacity of school libraries to provide accessible or conversion-ready formats of digital or multimedia resources upon request in anticipation of 2020 deadline	Ongoing preparation for 2020 deadline
Information and Communication	Board-wide	Review accessibility features of all updates and purchases related to board and school websites in anticipation of WCAG, 2.0, Level AA standards	Ongoing preparation for 2021 deadline
Physical	Board-wide	Please refer to Section 7 for all projects under	2015-2016

Type of Barrier	Location	Action	Effective Date
		consideration for 2015-2016	

2016-2017

Type of Barrier	Location	Action	Effective Date
Systemic	Board-wide	Review status of accessibility awareness training to ensure new staff have been trained	Ongoing
Systemic	Board-wide	Review status of Board accessibility policies and procedures and update as required	Ongoing
Information and Communication	School Libraries	Review status of capacity of school libraries to provide accessible or conversion-ready formats of all resources upon request	Ongoing preparation for 2020 deadline
Information and Communication	Board-wide	Review accessibility features of all updates and purchases related to board and school websites in anticipation of WCAG, 2.0, Level AA standards	Ongoing preparation for 2021 deadline
Physical	Board-wide	Please refer to Section 7 for all projects under consideration for 2016-2017	2016-2017

2017-2018

Type of Barrier	Location	Action	Effective Date
Systemic	Board-wide	Review status of accessibility awareness training to ensure new staff have been trained	Ongoing
Systemic	Board-wide	Review status of Board accessibility policies and procedures and update as required	Ongoing
Information and Communication	School Libraries	Review status of capacity of school libraries to provide accessible or conversion-ready formats	Ongoing preparation for 2020 deadline

Type of Barrier	Location	Action	Effective Date
		of all resources upon request	
Information and Communication	Board-wide	Review accessibility features of all updates and purchases related to board and school websites in anticipation of WCAG, 2.0, Level AA standards	Ongoing preparation for 2021 deadline
Physical	Board-wide	Please refer to Section 7 for all projects under consideration for 2017-2018	2017-2018

2018-2024

Type of Barrier	Location	Action	Effective Date
Systemic	Board-wide	Review status of accessibility awareness training to ensure new staff have been trained	Ongoing
Systemic	Board-wide	Review status of Board accessibility policies and procedures and update as required	Ongoing
Information and Communication	School Libraries	Review status of capacity of school libraries to provide accessible or conversion-ready formats of all resources upon request	Ongoing
Information and Communication	Board-wide	Review accessibility features of all updates and purchases related to board and school websites in anticipation of WCAG, 2.0, Level AA standards	Ongoing
Physical	Board-wide	Please refer to Appendix A for all future projects under consideration	Ongoing

9.0   Employee Workplace Emergency Response Plan

The Board has created Employee & Student Workplace Emergency Response Plans which are provided to schools annually, to identify the accommodations required during an emergency/evacuation.

10.0 <u>Review and Monitoring Process</u>

The Accessibility Planning Committee will meet annually to review progress and evaluate the effectiveness of implementation of barrier-removal and prevention strategies and to plan for increased accessibility throughout the Board.

The Accessibility Planning Committee will ensure that at least once every 5 years the plan is reviewed and updated in consultation with persons with disabilities, with the Board's Special Education Advisory Committee and other relevant committees.

11.0 <u>Information and Communications</u>

CDSBEO has upgraded all school websites to the AODA compliant Edlio platform. School teams have received training on how to use this platform, as well as information on ensuring that all pdf files posted to school websites meet accessibility standards. The Board is moving forward with plans to migrate the current GO intranet SharePoint site to Office 365, which provides a more compliant environment, and which is continually updated by Microsoft for AODA requirements. The CDSBEO website is currently being upgraded to a new version of WordPress on a new template which is completely AODA compliant to level AA (completion date – March 31, 2021). Additionally, all website pdf files are being upgraded to ensure that they meet standards for the Level AA 2021 AODA compliance expectations. This project is ongoing with a completion date for existing files of August 31, 2021.

CDSBEO has delivered modern Windows 10 laptops for teaching and learning and all CDSBEO devices leverage Microsoft Office 365. Products on these platforms have countless accessibility features and CDSBEO is leveraging most of these technologies for student learning. All CDSBEO employees can also leverage these accessibility features as they are equipped with identical devices as teachers and students. Microsoft's vision is to empower every person and every organization on the planet to achieve more. Below is a list

of links with detail information on accessibility features available on Windows 10 and Office 365 organized by type.

[Microsoft Accessibility Mobility Features](#)

[Microsoft Accessibility Hearing Features](#)

[Microsoft Accessibility Cognitive Features](#)

[Microsoft Accessibility Vision Features](#)

[Microsoft Accessibility Speech Features](#)

Appendix A

<u>AODA Projects Under Consideration</u>

PLEASE NOTE: As the total costs related to the proposals below are far in excess of funding that is available, this listing is <u>**for consideration only**</u>, and should not be mistaken as an approved plan. During the funding process, these recommended projects will be reviewed and only a limited number will be approved.

Future AODA projects to be considered February 2021
▪ St. Finnan's, Alexandria –Engineering for washroom downstairs – South hallway
▪ St. Joseph CSS, Cornwall – ceiling track lift – needs to hold 3000 psi
▪ St. Joseph CSS, Cornwall – addition of doors out East side by large gymnasium
▪ Cornwall Board Office - Replacement of both sets of front doors for accessibility to office and St. Joseph CSS
▪ St. Mark CS Prescott - new concrete slab to replace interlocking
▪ St. Joseph CS, Toledo – concrete slab
▪ Our Lady of Good Counsel CS – concrete slab
▪ St. John CHS, Perth – replace ramp with non-slip material
▪ St. Mary CHS, Brockville – replace pavers in courtyard with concrete slab
▪ St. Edward's - Re-pave uneven section in front of school