



**REGULAR MEETING OF THE BOARD
AGENDA**

DATE: Tuesday, March 25, 2014
LOCATION: Corporate Office, Lindsay
TIME: 6:30 p.m.

1 CALL TO ORDER

2 NATIONAL ANTHEM

3 DECLARATION OF POSSIBLE CONFLICT OF INTEREST

4 DELEGATIONS/PRESENTATIONS

4.1 Collaborative Problem Solving----- S. Woon

5 APPROVAL OF THE AGENDA/ADDITIONS

6 ACTION ITEMS:

6.1 Approval: Board Minutes dated February 25, 2014----- (pgs. 3-6)

6.2 Recommendations from In-Camera ----- L. Hope

6.3 ADMINISTRATIVE REPORTS:

6.3.a AODA Multi-Year Accessibility Plan ----- E. Manners (pgs. 7-24)

6.3.b Determination and Distribution of Trustees ----- L. Hope (pgs. 25-28)

6.4 TRUSTEE REPORTS:

6.4.a SEAC Minutes February 4, 2014 ----- J. Byrne (pgs. 29-32)

7 INFORMATION ITEMS (VERBAL)

7.1 ADMINISTRATIVE REPORTS: (verbal)

7.1.a Administrative Update----- L. Hope

7.1.b System Update ----- C. Shedden

7.2 STUDENT TRUSTEE REPORTS (verbal):

- 7.2.a G7 Student Senate Report ----- J. Hawley
- 7.2.b OSTA-OECO Report ----- J. Hawley

7.3 TRUSTEE REPORTS (verbal):

- 7.3.a OPSBA Report----- K. Round

8 CORRESPONDENCE

9 PUBLIC QUESTIONS AND COMMENTS

10 NEXT MEETING

DATE: Tuesday, April 8, 2014
 LOCATION: VC Room – Muskoka Education Centre
 VIDEO CONFERENCE: VC Room – Haliburton County Education Centre
 Board Room – Lindsay Education Centre
 TIME: 6:30 p.m.

11 ADJOURNMENT



**Trillium Lakelands District School Board
Regular Meeting of the Board
Public Session**

Date: Tuesday, February 25, 2014
Location: Lindsay Corporate Office
Time: 6:30 p.m.

Present: D. Alton, T. Armstrong, G. Brohman, J. Byrne, L. Clodd, J. Hayes, B. Reain, K. Round, J. Saunders, J. Hawley

Administration: L. Dow, K. Cutler, A. Gillespie, L. Hope, B. Kaye, D. Scates, C. Shedden, S. Woon

1. CALL TO ORDER

The meeting was called to order at 6:40 p.m.

2. DECLARATION OF POSSIBLE CONFLICT OF INTEREST

No conflicts were declared.

3. DELEGATIONS/PRESENTATIONS

3.1. Suicide Intervention, Prevention, and Postvention strategy

Superintendent of Special Education, Shelley Woon, presented to trustees the TLDSB suicide intervention, prevention, and postvention strategy. The focus in the board is that we are positioned well to support youth with communication, education, and support. Work is being done to be sure that everyone in the system is aware of the supports available.

Supports in schools include TLDSB staff counsellors as well as community agency partners. "SafeTalk" training is being provided to school staff and selected students who are older than 15. Training will also be provided secretaries, custodians, executive assistants, among support staff. Posters have been developed to help remind staff and students to watch for signs and seek help when they see someone who may be in trouble.

4. APPROVAL OF THE AGENDA/ADDITIONS

Additions: 5.4.b – Election for Vice Chair for remainder of 2014 – L. Hope
 5.3.c – Election of OPSBA Delegate – Alternate – L. Hope

14-02-11 K. Round / J. Byrne
 THAT THE AGENDA BE APPROVED AS AMENDED.
 Carried.

5. ACTION ITEMS

5.1. Approval: Board Minutes dated January 28, 2014

14-02-12 J. Byrne / K. Round
 THAT THE MINUTES OF THE BOARD MEETING DATED JANUARY 28, 2014 BE APPROVED.
 Carried.

Date: February 25, 2014
Location: Lindsay Corporate Office
Time: 6:30 p.m.

REGULAR MEETING OF THE BOARD
Public Session

4/32

5.2. Adoption: Committee of the Whole Minutes dated February 11, 2014

14-02-13

T. Armstrong / K. Round

THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING DATED FEBRUARY 11, 2014 BE ADOPTED.

Carried.

5.3. Recommendations from February 11, 2014

14-02-14

J. Saunders / K. Round

THAT TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD ENDORSES THE CHARTER OF COMMITMENT ON FIRST NATION, MÉTIS, AND INUIT EDUCATION THAT WAS ADOPTED BY THE ONTARIO PUBLIC SCHOOL BOARD'S ASSOCIATION ON NOVEMBER 30, 2013.

Carried.

14-02-15

J. Saunders / J. Byrne

THAT THE 2013-2014 SCHOOL FACILITY RENEWAL AND CAPITAL PLAN BE APPROVED AS PRESENTED.

Carried.

14-02-16

J. Saunders / K. Round

THAT THE BOARD APPROVE THE PROPOSED 2014-2015 ELEMENTARY MODIFIED SCHOOL YEAR CALENDAR AND THE SECONDARY MODIFIED SCHOOL YEAR CALENDAR; AND

THAT THESE CALENDARS BE SUBMITTED TO THE MINISTRY OF EDUCATION FOR FURTHER APPROVAL.

Carried.

14-02-17

J. Saunders / J. Hayes

THAT THE HOME INSTRUCTION POLICY ES-5539 BE APPROVED.

Carried.

14-02-18

J. Saunders / K. Round

THAT THE SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC) POLICY ES-5560 BE APPROVED.

Carried.

5.4.

5.4.a. Recommendations from In-Camera

14-02-19

J. Saunders / K. Round

THAT THE BOARD ACCEPT THE RESIGNATION OF TRUSTEE TONY ARMSTRONG AS VICE CHAIR OF THE BOARD AND OPSBA DELEGATE FOR THE BOARD FOR PERSONAL REASONS.

Carried.

14-02-20

J. Saunders / K. Round

THAT THE BOARD APPROVE THE APPOINTMENT OF JAYNE JONES AND JIM BRADLEY AS THE EXTERNAL MEMBERS OF TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD AUDIT COMMITTEE FOR A THREE YEAR TERM.

Carried.

Date: February 25, 2014
Location: Lindsay Corporate Office
Time: 6:30 p.m.

14-02-21 J. Byrne / T. Armstrong
THAT THE BOARD GRANT PERMISSION FOR TRUSTEES, WHO ARE UNABLE TO BE PHYSICALLY PRESENT AT THE FEBRUARY 25, 2014 REGULAR MEETING OF THE BOARD, TO CAST THEIR VOTE FOR VICE CHAIR OF THE BOARD AND OPSBA DELEGATE - ALTERNATE BY TEXT MESSAGE OR BY EMAIL.
Carried.

14-02-22 K. Round / J. Hayes
THAT THE HUMAN RESOURCES STAFFING REPORT DATED FEBRUARY 25, 2014 BE APPROVED.
Carried.

14-02-23 J. Hayes / T. Armstrong
THAT THE REPORT ON TRANSPORTATION CONTRACTS BE APPROVED.
Carried.

5.4.b. ELECTION OF VICE CHAIRPERSON OF THE BOARD

Trustee Hayes nominated Trustee Byrne as the Vice Chairperson for the remainder of 2014.
Trustee Alton nominated Trustee Saunders as the Vice Chairperson for the remainder of 2014

Trustee Byrne was elected as the Vice Chairperson of the Board for the remainder of 2014.

14-02-24 T. Armstrong / J. Byrne
THAT THE BALLOTS FOR THE VICE CHAIRPERSON ELECTION BE DESTROYED.
Carried.

5.4.c. OPSBA Delegate - Alternate

Trillium Lakelands District School Board requires a 2013-2014 OPSBA Board of Directors Delegate - Alternate for the remainder of the 2013-2014 school year.

Trustee Hayes nominated Trustee Byrne as OPSBA Delegate - Alternate
Trustee Round nominated Trustee Alton OPSBA Delegate – Alternate

Trustee Byrne was elected as OPSBA Delegate – Alternate

14-02-25 T. Armstrong / J. Byrne
THAT THE BALLOTS FOR THE OPSBA DELEGATE - ALTERNATE ELECTION BE DESTROYED.
Carried.

5.5. Administrative Reports

5.5.a. 2103-2014 Strategic Action Plan mid-year update

Director of Education, Hope presented trustees with the Mid-Year update for the Strategic Action Plan 2013-2014.

THE 2013-2014 STRATEGIC ACTION PLAN MID-YEAR UPDATE WAS RECEIVED FOR INFORMATION.

5.5.b. Suspensions and Expulsions Update

Superintendent of Safe and Accepting Schools, Cutler presented trustees with the Suspensions and Expulsions update.

THE SUSPENSIONS AND EXPULSIONS UPDATE WAS RECEIVED FOR INFORMATION.

Date: February 25, 2014
Location: Lindsay Corporate Office
Time: 6:30 p.m.

5.6. Trustee Reports

5.6.a. SEAC Minutes date December 3, 2013

Trustee Byrne provided trustees with the SEAC Minutes dated December 3, 2013.

THE SEAC MINUTES DATED DECEMBER 3, 2013 WERE RECEIVED FOR INFORMATION.

1. INFORMATION ITEMS (VERBAL)

6.1 Administrative Reports (verbal)

6.1.a Administrative Update

Director of Education Hope updated Trustees on the following:

- Principal and Vice Principal posting has been distributed
- Leadership dinners are happening this week. Principals invite one up-and-coming leader from their school to come and interact with the senior team and school board leaders
- TLDSB has received enough funding to host a leadership event over a weekend in April

6.1.b System Update

Director's Office Manager Shedden updated trustees on recent events that have occurred and are upcoming in the Board.

6.2 Student Trustee Reports (verbal)

6.2.a G7 Student Senate Report

Student Trustee Hawley provided the results from the Pasta Challenge.

6.2.b OSTA-AECO Report

Student Trustee Hawley provided an update about the OSTA-AECO and described the leadership video OSTA-AECO is putting together.

6.3 Trustee Reports (verbal)

6.3.a OPSBA Report

Trustee Round updated trustees on OPSBA upcoming events including the upcoming Labour Relations conference.

7. CORRESPONDENCE

8. MOTION TO ADJOURN

14-02-26 K. Round / T. Armstrong
THAT THE BOARD DO NOW ADJOURN AT 8:05 P.M.
Carried.

Louise Clodd, Chairperson of the Board

Larry Hope, Director of Education

Lisa Dow, Recording Secretary

TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD

ADMINISTRATIVE REPORT

DATE: March 18, 2014

TO: Trustees

SUBJECT: *Accessibility for Ontarians with Disabilities Act (2005) – Multi-Year Accessibility Plan*

ORIGIN: Earl Manners – Human Resources Administrator

REFERENCE: Regular Meeting of the Board – March 25, 2014

PURPOSE: To provide Trustees with an updated Multi-Year Accessibility Plan as required by the *Accessibility for Ontarians with Disabilities Act (AODA)* as well as an annual status report.

CONTEXT: This Multi-Year Accessibility Plan is to be shared with stakeholder groups and is to be reviewed and updated, where necessary, on an annual basis.

CONTENT: The Multi-Year Accessibility Plan summarizes a number of TLDSB activities to date based on the requirements as set forth by the AODA. The Board has a Policy and Procedure in place in accordance with the Customer Service Standard, with additional Standards required for 2014 and beyond.

MULTI-YEAR ACCESSIBILITY PLAN

TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD December 2012 – December 2017

Prepared by

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

December, 2013

This publication is available through Trillium Lakelands District School Board's:

- Website @ www.tlidsb.ca
- Lindsay Corporate Office. This publication is also available in accessible formats upon request. Please contact the Lindsay Corporate Office at 888-526-5552 or 705-324-6776.
- This publication is also available at Regional Public Libraries.

Name contact information for Centres



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1.0 Aim

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 will take over the five year period from 2012-2017 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 (BD-2080).

2.0 Objectives

This Plan:

- 2.1** Describes the process by which the Trillium Lakelands District School Board will identify, remove and prevent barriers;
- 2.2** Reviews recent efforts of the Trillium Lakelands District School Board to remove and prevent barriers;
- 2.3** Describes the measures the Trillium Lakelands District School Board will take in the period 2012-2017 to identify, remove and prevent barriers;
- 2.4** Makes a commitment to provide an annual status report on **the Board's** implementation of the multi-year accessibility plan;
- 2.5** Makes a commitment to review and update the multi-year accessibility plan at least once every 5 years;
- 2.6** Describes how the Trillium Lakelands District School Board will make this accessibility plan available to the public.

3.0 Commitment to Accessibility Planning

This plan will be reviewed and updated in consultation with persons with **disabilities and with the Board's** Special Education Advisory Committee and Accessibility Advisory Committee. It will be presented to the Board for approval. The Trillium Lakelands District School Board is committed to:

- 3.1** Maintaining an Accessibility Planning Committee;

- 3.2** Continuing the process of consulting with the Special Education Advisory Committee and with persons with disabilities;
- 3.3** Ensuring, wherever practicable, 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;
- 3.4** 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 Committee and will, wherever practicable, be incorporated in the multi-year plan.

4.0 Description of the Trillium Lakelands District School Board

Trillium Lakelands District School Board covers nearly 12,000 square kilometers encompassing the municipalities of the City of Kawartha Lakes, the County of Haliburton, and the District Municipality of Muskoka.

With over 16,000 students, TLDSB has 41 elementary schools, 7 secondary schools, and 6 adult education centres. The Board also offers a well-attended online learning program accessed world-wide through its Virtual Learning Centre.

In Trillium Lakelands District School Board we believe:

- Students are the focus of our system;
- Our school system is open and accessible;
- People are our strength;
- Effective communication is the key to success;
- Schools are a reflection of the community;
- Education is a shared community responsibility;
- Learning is a life-long process; and
- Mutual respect is the basis of our school system.

Together with senior administrators, trustees determine the goals for Trillium Lakelands District School Board.

5.0 Members of Accessibility Planning Committee

Representatives of the Workgroup included Trustees, Senior Administration, Human Resources officials, Special Education officials, elementary and secondary school administrators, student support workers and Federation/Union officials.

Accessibility Workgroup held meetings between September, 2011 and June, 2012 to develop Policy and Procedure related to Accessible Customer Service and to discuss a longer term Accessibility Plan.

6.0 Strategy for Prevention and Removal of Barriers

The principles of inclusionary practice, freedom from barriers and accessible environments have informed all Trillium Lakelands District School Board policies, programs, procedures and services. Through the annual accessibility plan status report process implemented under the *Ontarians with Disabilities Act, 2001*, the Trillium Lakelands District School Board'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.

7.0 Barrier Identification Methodologies

The Accessibility Planning Committee uses the following barrier-identification methods:

Methodology	Description
Accessibility Planning Committee considers results of annual review	Potential actions re identified accessibility issues discussed within multi-year strategy
Accessibility Planning Committee considers Facilities Report re physical environment	Surveys of buildings considered and identification of criteria for action within multi-year strategy
Communication steps: Board, SEAC, Employee Groups, Public	Opportunity for input or feedback prior to approval and posting on website

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.

Trillium Lakelands District School Board intends, through this Multi-year Accessibility Plan for the period 2012-2017, 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.

2012-2013

Type of Barrier	Location	Action	Effective Date
Systemic	Board-wide	Develop Accessibility Policy Statement	January 1, 2012
Attitudinal – Information and Communications	Board-wide	Develop Procedures re Accessible Information, Communications such as Use of Assistive Devices, Use of Support Persons, Use of Service Animals, Notification of Disruption of Service, Monitoring and Feedback Auditory Verbal Education Facilitator Training of 2 staff through MOE/Voices Mental Health Literacy training to staff Integrate Learning for all beliefs into staff training (NTIP, PD Days, Specialized Services Training)	January 1, 2012 / ongoing
	Select staff from: Bracebridge PS, JDHES, Langton, Scott Young, Spruce Glen and all secondary schools	Training on mental health needs of individuals with Learning Disabilities by Integra *Purchase of Service	January , 2012 / ongoing

Type of Barrier	Location	Action	Effective Date
Attitudinal – Employment	Board-wide	Develop Procedure re Accessible Employment Implementation of individual employee workplace emergency response plans	January, 2013 January, 2012
Attitudinal -Systemic	Board-wide Leslie Frost JD Hodgson Muskoka Beechgrove	Review procurement practices to incorporate accessibility criteria for goods, services, facilities Sensitivity Training to staff on needs of individuals with Blind/Low Vision through CNIB *Purchase of service Sensitivity Training to staff on needs of individuals who are deaf/hard of hearing	January, 2013 September, 2012 February, 2012
Information and Communication Communication/ Physical	Board-wide Central Senior, Pine Glen All High Schools Gravenhurst PS JDH Langton Scott Young	Provide accessibility awareness training for all educators/ classroom-based staff on accessible instruction and program delivery Behaviour Management Systems Training for Educators Schools upgraded sensory equipment in buildings. Installation of sound-field systems in all elementary classrooms Full-time, part-time and casual employees participated in professional activities throughout the year. Customer service was a focus for the year All special education resource teachers, special education department heads, administrator, and many educational assistants received professional development on mental health literacy Introduction of Learning Strategies classes Increased access to counseling supports in schools for students with significant mental health needs	Ongoing January, 2012
Information and Communication	Board-wide	Review practices to ensure readiness to provide educational resources or materials, student records and information on program requirements in accessible formats upon request	January, 2013

Type of Barrier	Location	Action	Effective Date
Physical	Board-wide	Installation of accessibility features: desktops, laptops, and tablets for students with special needs daily use Twelve schools with twenty-three new full day kindergarten classrooms were added for the 2012/2013 school year All secondary schools have guest networks available for students and visitors bringing their own technology devise into the building	January, 2012 September, 2012
Physical	Many	Please see Annual Facilities Report and <u>Special Education</u> Accessibility Reports	Ongoing 2012-2013
Physical – Communication	Schools/ worksites determine on needs basis	Environmental Assessments through CNIB (Canadian National Institute for the Blind) *Purchase of service Orientation and Mobility Training provided to individuals with Blind/Low Vision through CNIB *Purchase of service	Ongoing
Communication - Physical	Student Specific	Reduce wait time and increase access to Specialized Equipment through process review, refinements, monitoring and staffing	Ongoing
	Student Specific	Provide specialized technological equipment to students in compliance with Specialized Equipment Amount guidelines and Board Policy (Computers, Ipads, Ipods)	Ongoing
	Student Specific	Provide specialized equipment to students in compliance with Specialized Equipment Amount guidelines and Board Policy (Change tables, Lifts, Slings, Brailier, Hush-Ups...)	Ongoing
	Student Specific	Reduces wait time and increase access to Home Instruction	September, 2012
	Board-wide	Allocate resources to schools for Sensory Integration needs including installation of Sensory Rooms as requested	January, 2012
	Board-wide	Increase access to specialized programs for students with significant mental health needs	January 2012
			Access to teacher of the Blind/Low Vision and Deaf/Hard of Hearing. Monitoring of student need to determine appropriate staffing allocation

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. Notify the public re above	January, 2014
	Students	Update policy on Home Instruction for students whose health compromise their ability to attend school for a short or long period of time	February, 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, 2014
Systemic – Employment	Board-wide	Review and update Human Resources procedures and 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	January, 2014
Information and Communication – (Student Transportation and Special Education)	Board-wide	Consult with parents and develop individual school transportation plans for students with disabilities, clarifying roles and responsibilities	January, 2014
Information and Communication – (Staff Training)	Board-wide	Increase utilization of Soundfield Systems at Staff Trainings	September, 2013
Information and Communication	School Libraries All Secondary Schools	Review the readiness of school libraries to provide accessible or conversion-ready formats of print resources upon request Installation of sound-field systems in all secondary classrooms	Ongoing 2013-2014 in anticipation of the 2015 compliance date
Physical	Many	Installation of accessibility features Please see Annual Facilities Report	Ongoing 2013-2014

		and <u>Special Education</u> Accessibility Reports	
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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. (Consider access to board meetings/school events)	January, 2015
Information and Communication	School Libraries	Ensure readiness of school libraries to provide accessible or conversion-ready formats of print resources upon request	January, 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	Many	Installation of accessibility features Please see Annual Facilities Report and <u>Special Education</u> Accessibility Reports	Ongoing 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	Many	Installation of accessibility features Please see Annual Facilities Report and <u>Special Education</u> Accessibility Reports	Ongoing 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 2016-2017
Systemic	Board-wide	Review status of Board accessibility policies and procedures and update as required	Ongoing 2016-2017
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	Many	Installation of accessibility features Please see Annual Facilities Report and Special Education Accessibility Reports	Ongoing 2015-2016

9.0 Review and Monitoring Process

The Accessibility Planning Committee meets regularly during the year 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 in respect of the Multi-Year Accessibility Plan the following steps take place:

- (a) An annual status report on the progress of the measures taken to implement the plan is prepared.
- (b) 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.**

10.0 Communication of the Plan

In addition to the public availability of the plan as referenced earlier on Page 1, Trillium Lakelands District School Board will post an annual status report on

the progress of the Multi-year Accessibility Plan **on the Board's website**. The Board will accommodate requests for accessible formats of the Plan.

Questions, comments or feedback regarding the Accessibility Plan may be directed to:

Accessibility Planning Committee
Trillium Lakelands District School Board
www.tldsb.ca

Status Report

December, 2013

The TLDSB Multi-Year Accessibility Plan includes a commitment to review and update the Plan annually in consultation with persons with disabilities and with the Board's Special Education Advisory Committee and Accessibility Advisory Committee.

2012-2013

Type of Barrier	Location	Action	Effective Date	Status
Systemic	Board-wide	<ul style="list-style-type: none"> Develop Accessibility Policy Statement 	January 1, 2012	Completed
Attitudinal – Information and Communications	Board-wide	<ul style="list-style-type: none"> Develop Procedures re Accessible Information, Communications such as Use of Assistive Devices, Use of Support Persons, Use of Service Animals, Notification of Disruption of Service, Monitoring and Feedback Auditory Verbal Education Facilitator Training of 2 staff through MOE/Voices Mental Health Literacy training to staff Integrate Learning for all beliefs into staff training (NTIP, PD Days, Specialized Services Training) 	January 1, 2012 / on-going	Completed Completed Completed
	Select staff: Bracebridge PS, JDHES, Langton, Scott Young, Spruce Glen and all secondary schools	<ul style="list-style-type: none"> Training on mental health needs of individuals with Learning Disabilities by Integra *Purchase of Service 	January 2012 / on-going	On-going

Type of Barrier	Location	Action	Effective Date	Status
	Student Specific Board-wide	<ul style="list-style-type: none"> Reduces wait time and increase access to Home Instruction Allocate resources to schools for Sensory Integration needs including installation of Sensory Rooms as requested Increase access to specialized programs for students with significant mental health needs Access to teacher of the Blind/Low Vision and Deaf/Hard of Hearing. Monitoring of student need to determine appropriate staffing allocation 	September, 2012	On-going
			January, 2012	On-going
			January 2012	On-going
	Board-wide		On-going	On-going

2013-2014

Type of Barrier	Location	Action	Effective Date	Status
Systemic - attitudinal	Board-wide	<ul style="list-style-type: none"> 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 	On-going	On-going
Information and Communication	Board Offices	<ul style="list-style-type: none"> 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. Notify the public re above 	January, 2014	On-going
Information and Communications	Board-wide	<ul style="list-style-type: none"> 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, 2014	On-going
Systemic – Employment	Board-wide	<ul style="list-style-type: none"> Review and update Human Resources procedures and practices with regard to recruitment, job accommodations, alternative accessible formats and communication supports, individual 	January, 2014	In process

Type of Barrier	Location	Action	Effective Date	Status
		accommodation plans, return to work, performance appraisal, career or professional development, redeployment		
Information and Communication – Student Transportation	Board-wide (Student Transportation and Special Education)	<ul style="list-style-type: none"> Consult with parents and develop individual school transportation plans for students with disabilities, clarifying roles and responsibilities 	January, 2014	On-going
Information and Communication	School Libraries All Secondary Schools	<ul style="list-style-type: none"> Review the readiness of school libraries to provide accessible or conversion-ready formats of print resources upon request Installation of sound-field systems in all secondary classrooms 	On-going 2013-2014 in anticipation of the 2015 compliance date	On-going
Physical	Many	<ul style="list-style-type: none"> Installation of accessibility features Please see Annual Facilities Report and <u>Special Education Accessibility Reports</u> 	On-going 2013-2014	As reported

A status report regarding the Plan for 2012 – 2013 and 2013 – 2014 is being distributed to Trustees, Principals, SEAC, Senior Administration and Federation/Union officials for information and comment.

Any comments, input or suggestions should be forwarded to Earl Manners, HR Administrator by March 28, 2014.

TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD

ADMINISTRATIVE REPORT

DATE: March 17, 2014

TO: Trustees

SUBJECT: Determination and Distribution of Trustees

ORIGIN: Larry Hope, Director

REFERENCE: Board Meeting – March 25, 2014

PURPOSE: To review the process to be followed in determining the number and distribution of Trustees to be elected for the next term of the Board.

To determine whether or not one or more municipalities should be designated as “low population” for purposes of that distribution.

CONTEXT: Ontario Regulation 412/00 outlines the steps for determining the number of trustees on a Board and steps for determining the geographic representation of its trustees for the fall election.

An overview of the timelines to be followed is attached to this report. The final date for filing nominations is September 12, 2014 and Election Day is October 27, 2014.

CONTENT: The updated Population by Electoral Group report has been received from the Municipal Property Assessment Corporation. A summary is attached for the Board’s reference.

Based on an Electoral Group Population of 115,038, the number of Trustees to be elected to the Board remains at 9.

As in prior elections, the Board does not meet the criteria for an increased number of Trustees for either board population density (a ratio of population to area) or dispersal (measure of the distance between the Board office and the communities served).

The Board is required by Regulation 412/00 to consider designating one or more municipalities as low population municipalities. The impact of this would be to increase representation for sparsely populated areas, shifting it from more densely populated areas. This option has not been exercised in the past.

- ACTION:**
1. Recommendation that no municipality within the Board's jurisdiction be designated as a low population municipality for the 2014 school board elections.
 2. Recommendation that based on the results of the Determination and Distribution Calculations, nine (9) trustees will be representing Trillium Lakelands District School Board in the 2014 election.
 3. Recommendation that the Board recommend to Municipal Clerks that the Distribution of Trillium Lakelands District School Board Trustees for the 2014 election be as follows:

District of Muskoka

Bracebridge	1.0
Huntsville/Lake of Bays	1.0
Gravenhurst/Muskoka Lakes/ Georgian Bay	1.0

City of Kawartha Lakes

Wards 1, 4 and 8	1.0
Wards 2, 3, 6 and 7	1.0
Wards 13, 14 and 15	1.0
Wards 5, 9 and 11	1.0
Wards 10, 12 and 16	1.0

Haliburton County

Highlands East/Minden Hills/ Algonquin Highlands/Dysart et al	1.0
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**Trillium Lakelands District School Board
Trustee Distribution
2014 Elections**

	<u>Electoral Quotient</u>	<u># of Trustees</u>
District of Muskoka		
Bracebridge	0.91	1.0
Huntsville/Lake of Bays	1.31	1.0
Gravenhurst/Muskoka Lakes/Georgian Bay	<u>1.17</u>	<u>1.0</u>
	3.39	3.0
City of Kawartha Lakes		
Wards 1, 4 and 8	0.92	1.0
Wards 2, 3, 6 and 7	0.75	1.0
Wards 13, 14 and 15	0.85	1.0
Wards 5, 9 and 11	0.99	1.0
Wards 10, 12 and 16	<u>0.98</u>	<u>1.0</u>
	4.49	5.0
Haliburton County		
Highlands East/Minden Hills/Algonquin	1.12	1.0
Highlands/Dysart et al	—	—
Total Trustees TLDSB	9	9

**Calculation of Electoral Groups – By School Support
Trillium Lakelands District School Board
2014 Elections**

	<u>Distribution</u>	<u>%</u>	<u>Public English</u>
District of Muskoka			
Huntsville	1.12	12.4	14,250
Lake of Bays	.19	2.1	2,453
Bracebridge	.91	10.1	11,651
Gravenhurst	.66	7.4	8,446
Muskoka Lakes	.42	4.6	5,326
Georgian Bay	<u>.09</u>	<u>1.0</u>	<u>1,111</u>
Total Muskoka	3.39	37.6	43,237
City of Kawartha Lakes			
Ward 1	.18	2.0	2,241
Ward 2	.14	1.5	1,725
Ward 3	.13	1.4	1,663
Ward 4	.33	3.6	4,160
Ward 5	.23	2.6	2,982
Ward 6	.22	2.4	2,809
Ward 7	.26	2.9	3,272
Ward 8	.41	4.5	5,204
Ward 9	.33	3.6	4,189
Ward 10	.31	3.5	3,966
Ward 11	.43	4.8	5,548
Ward 12	.35	3.9	4,423
Ward 13	.25	2.8	3,263
Ward 14	.30	3.4	3,863
Ward 15	.30	3.4	3,899
Ward 16	<u>.32</u>	<u>3.6</u>	<u>4,190</u>
Total City of Kawartha Lakes	4.49	49.9	57,397
Haliburton County			
Highlands East	.20	2.2	2,576
Minden Hills	.39	4.4	5,038
Algonquin Highlands	.14	1.5	1,781
Dysart et al	<u>.39</u>	<u>4.4</u>	<u>5,009</u>
Total Haliburton County	1.12	12.5	14,404
Total TLDSB	<u>9.0</u>	<u>100.0%</u>	<u>115,038</u>

TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD

ADMINISTRATIVE REPORT

DATE: March 5, 2014
TO: Trustees
SUBJECT: SEAC Minutes dated February 4, 2014
ORIGIN: John Byrne, Trustee
REFERENCE: Regular Board Meeting – March 25, 2014

PURPOSE: To provide the Board with the SEAC Minutes.

CONTEXT: The attached minutes provide information on the latest SEAC activity.

CONTENT: The SEAC Minutes attached includes information on:

- Staff Updates
- TLDSB Accessibility
- Association News

**TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD
SPECIAL EDUCATION ADVISORY COMMITTEE
Minutes**

Date: Tuesday, February 4, 2014
Time: 5pm
Location: Videoconference

Members Present: J. Balfour, A. Brown, L. Burgess, J. Byrne, P Smith
Regrets: A. Armstrong, S. Burke, D. Callan, L. Clodd, K. Langston,
P. Stephenson
Staff Present: J. Andreasen, D. Warring, S. Woon

1. Approval of Agenda

Moved by P. Smith, seconded by J. Byrne
That the agenda be approved as presented
Carried.

2. Approval of Minutes of Tuesday, December 3, 2013

Moved by J. Bryne, seconded by P. Smith
That the minutes from the December 3, 2013 SEAC meeting be approved as presented
Carried.

3. Staff Update

Superintendent Shelley Woon provided the following updates to SEAC regarding Board, staff and department initiatives:

- Staffing Updates
 - Jennifer McKinnon, Psychoeducational Consultant has returned from maternity leave; she will be working on continuous assessments and support for staff who are doing risk assessments.
 - Deborah Warring, Manager of Mental Health and Student Services has accepted a position out of province with the Employee Assistant Program and will be leaving at the end of February. A posting will go out this week.
- A Community Planning Table Visioning Exercise recently occurred with partners in CKL and Haliburton regarding community partners working together. TLDSB was a participant.
- The Issues in Special Education Committee hosted a working meeting in January and will host a Committee Meeting tomorrow; the Committee is looking at the Role of Educational Assistant and at developing user-friendly information/resources for parents and community partners.
- On Monday, February 10, 2014 there will be a community consultation in Haliburton about recent Mental Health Initiatives that have been occurring in the area; the consultation will be reviewing benefits of initiatives and supports that have been provided for Children's Mental Health.

- On Thursday department staff will be presenting at the District Council Meeting on the Suicide Strategy and how TLDSB is responding as a Board and Community on Suicide Prevention, Intervention and Post-vention.
- All Principals will be engaging in safeTALK training on the morning on February 24, 2014; safeTALK helps people be aware of signs of suicide and serious mental health problems and assists to connect people at risk to professional supports.
- January 30, 2014 was a PD day; opportunities were available to Educational Assistants- some EAs chose to be in school and there was also BMS training and some technology sessions offered centrally. In March and June there will also be a number of options available to the EAs and ECEs.

4. *Students with Special Needs at the Secondary Level*

Special Education Consultant Sharon Mortimer shared information with SEAC about Students with Special Needs at the Secondary Level and the supports available for students transitioning out of High School.

5. *Review/ Follow Up from last meeting*

SEAC members were offered the opportunity to provide any final input regarding two agenda items brought forward on the December 2013 agenda including:

- SEAC Procedure review.
- Special Education Plan Section #4-7.

SEAC had no further input on either document.

6. *TLDSB Accessibility Plan Feedback*

SEAC members were given the opportunity to provide input to the TLDSB Accessibility Plan.

The Plan includes accessibility for the physical environment, transportation, customer service, human resources and technology.

The Special Education Department has been directly involved in a number of areas of the plan including accessibility as it relates to:

- Student Transportation Plans;
- Soundfield Systems.

The final version of the plan will be brought forward to the Board of Trustees in April 2014. SEAC is welcome to share further input or questions via email.

3 of 3

7. Association and Community News

Leslie Burgess from the Tourette Syndrome Foundation- Muskoka Chapter reported that the Annual Trek for Tourette will occur on March 30, 2014.

Janice Balfour reported that LDAO is offering a webinar on February 19th "My child was just diagnosed with a learning disability, now what"- LDAO representative Janice Balfour will share the information for sign up.

Janice Balfour from the LDAO advised that the organization will be running their five day social skills camp over March Break.

Chair Andrea Brown shared, on behalf of Keith Langston from Community Living Huntsville an email from Andrea Johnston of CLH regarding 1 pages profiles for students with IEPs.

8. Items for Discussion

- The Committee agreed to host more than one presentation per meeting in order to cover all the future business topics before the end of the year.

9. Correspondence

- Response from the Ministry of Education re: TLDSB Special Education Funding Letter
 - No response required.

10. Future Business

- ASD Presentation (May)
- Review of Special Education Plan by Section (Dec-April)
- Mindfulness Martial Arts
- Suicide Strategy (March)
- Updates on areas of focus- Mental Health- digging deeper
- Restorative Practices Update
- Collaborative Problem Solving
- Early Learning
- Transitional-aged youth

11. Next Meeting

Tuesday, March 4, 2014, 5pm
Videoconference

12. Adjournment

Moved by L. Burgess, Seconded J. Byrne
That the meeting be adjourned
Carried.