



Accessibility Advisory Committee Meeting Minutes

Thursday, September 29, 2022
9:00 AM - 11:00 AM
MS Teams

In Attendance (20 members)

Hirosh	Steve Hopkins	John Malcolm	Gabriella Simo
Abeywardane	Shelly Khushal	Derek Petri	Thava Thavarajah
Pam Beetlestone	Paul Lee	Freyja Phillips	Dena Weber
Geoffrey Coulter	Gilbert Luk	(designate)	Paul Woods
Shawna Dontigny	Stephanie Luong	Shellyann Rodney	Brandon Wu
Amanda Halley		John Sellers	

Regrets

Dale Brusselers; Corrie Closs; Cynthia Cordova; Teresa Estriga; Dawn Forsyth; Gail Long; Steve Rutledge; Shane Taylor; Scott West; Lynn Ziraldo

1. Welcome and member self-introductions

Following Land Acknowledgement and brief reflection, new and returning members welcomed and shared self-introductions.

2. Approval of previous minutes

May 5, 2022 minutes reviewed and approved. Minutes will be posted online and available to the public under the [AODA Advisory Committee web page](#).

3. Terms of Reference 2022-2023

Member responsibilities and expectations presented to committee, as well as invitation for any member to take on the second Co-Chair role in absence of Human Rights Commissioner. Accessibility Officer will assume Acting Chair role if no other committee member is interested.

Action Item

Committee members encourage to review the full Terms of Reference 2020-2023 and communicate any feedback to the Accessibility Officer.

4. Professional Learning: Exploring [Accessible Content Core Skills](#)

Committee members engaged in breakout room learning about the seven core skills for creating accessible content:

- Core Skill 1: Layout
- Core Skill 2: Headings
- Core Skill 3: Colour Contrast
- Core Skill 4: Links
- Core Skill 5: Alternative Text
- Core Skill 6: Tables
- Core Skill 7: Audio and Visual

Breakout room groups shared best practices, practices to avoid and other considerations or questions related to each accessible content core skill.

Action Item

Committee members encouraged to review and refer to the [Accessible Content Core Skills](#) in your everyday work, as well as share the resources widely with your colleagues, networks, and/or students.

5. Annual Accessibility Report 2021-2022 (in progress)

The Annual Accessibility Report is a status report on the measures taken in the past school year to identify, remove and prevent barriers to accessibility for everyone who learns, works, and/or participates in the Board community.

The Annual Accessibility Report 2021-2022 is currently being completed and will be collectively reviewed at the next Advisory Committee meeting.

6. Accessibility News and Discussion Items

A. Virtual meetings

Brief discussion about virtual vs. in-person meetings, with proposal to keep meetings virtual for the current school year given the wide representation among the committee. Proposal accepted by majority.

B. “Accessibility Advisory Committee”

Proposal to formally change title from the “AODA Advisory Committee” to the “Accessibility Advisory Committee”. The title change is intended to shift focus away from AODA compliance and is consistent with other Accessibility Advisory Committees (AAC) across the province. “Accessibility” is also a more plain language term than the “AODA” acronym. Proposal accepted by majority.

C. The 4th AODA Review

The Accessibility for Ontarians with Disabilities Act (AODA) is required by law to be reviewed every three years. The fourth review is currently underway with a focus on the experience of people with disabilities.

Action Item

People with or who experience disabilities are encourage to share feedback for the [4th AODA Review](#).

7. Upcoming Meeting Dates and Adjournment

Next meeting date to be determined and will be confirmed via calendar invite.

Meeting adjourned.