

# SCHOOL DISTRICT OF MYSTERY LAKE

## ACCESSIBILITY PLAN

This publication is available in alternate formats upon request. It is also on the School District of Mystery Lake website at [www.mysterynet.mb.ca](http://www.mysterynet.mb.ca)

Updated Dec. 2024

Reference: The Accessibility for Manitobans Act (AMA), 2013

## **OVERVIEW OF PROGRAMS AND SERVICES**

The School District of Mystery Lake is a public education system that serves Thompson students. There is six elementary schools and one high school, and French Immersion and Cree bilingual is offered within the district. The district has approximately 3000 students and employs over 475 people across the district.

In the School District of Mystery Lake we:

- Provide public education
- Employ teachers and support staff to provide education and services in our system
- Manage a variety of spaces that are used by the public
- Communicate through district phone message system and district and school websites

## **ACCESSIBILITY ACHIEVEMENTS**

A review of the School District of Mystery Lake's existing practices, procedures and facilities was conducted and a list of achievements with respect to accessibility was created. These are:

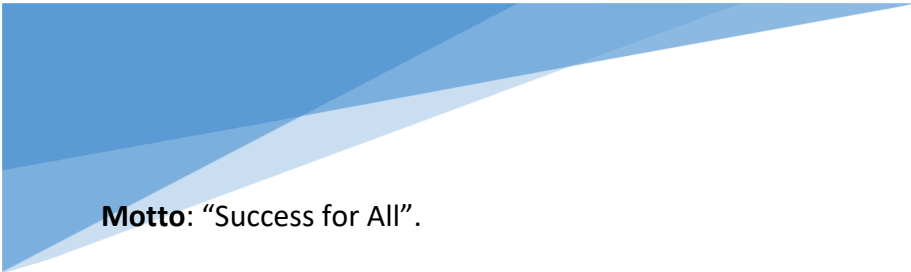
- Appropriate education procedure
- Transportation procedure updated to meet student services legislation
- Inclusion philosophy
- Improved building access
- Gender neutral washrooms
- Accessible parking
- Play structures in some school grounds have accessibility pieces to them
- Cultural proficiency training for all staff to address attitudinal barriers
- Variety of classroom furnishings to address different learning styles and needs
- Sound field systems available in all K-3 classrooms and others as required
- Schools have blinking light system for announcements and emergencies
- Change room upgrades in all schools to improve privacy and feeling of safety
- Sensory resources readily available eg. noise reducing headphones, Boardmaker, chewllery , blue tooth sound amplification systems for public use at District and Community events
- Schools have suggestion boxes located in the office specifically to address how customer service and accessibility can be improved
- All new construction projects will have accessibility needs at the forefront of the planning process.

A decorative graphic consisting of overlapping blue triangles and polygons, creating a layered, geometric effect. It is positioned in the top-left corner of the page.

## **ACCESSIBILITY BARRIERS**

A review of the School District of Mystery Lake's existing practices, procedures and facilities was conducted and a list of barriers with respect to accessibility was created. These are:

- Accessible washrooms
- Consistent signage
- Door sizes not wide enough in some cases
- Online application process
- No statements regarding documents being available in different formats
- No statements regarding asking for help if required
- Accommodations for low vision or hearing impairments during public events/presentations
- Accessibility designated parking spots for staff and public in all locations
- Education regarding accessibility for staff
- Size of print in publications
- In classroom path of motion is limited or non-existent in some cases
- Stairs only access to some areas in some buildings
- Counter height in some buildings at reception area, kitchens and washrooms

A decorative graphic consisting of overlapping blue triangles and polygons, creating a layered, geometric effect. It is positioned in the middle-left section of the page.

**Motto:** "Success for All".

**Mission:** The School District of Mystery School District of Mystery Lake will ignite each learner's potential in a safe and inclusive environment that nurtures, celebrates and inspires life-long learning through a diversity of educational experiences.

### **STATEMENT OF COMMITMENT:**

The School District of Mystery Lake is committed to moving forward to equal access and participation for all. We have has a long standing philosophy of inclusion and are committed to meeting the needs of those who face accessibility barriers.

## ACCESSIBILITY PLAN

The School District of Mystery Lake has identified the following short and long term goals to address the requirements set forth by The Accessibility for Manitobans Act.

ACTIONS	RESPONSIBILITY	BUDGET	ESTIMATED COMPLETION
Develop an admin procedure for service animals	Superintendent of Human Resources and Policy	Nil	October 2016 – completed Admin Procedure 4.40(ii)
Develop an admin procedure on customer service	Superintendent of Human Resources and Policy	Nil	October 2017 – completed Admin Procedure 4.40(iii)
Develop an admin procedure for use of assistive devices by general public	Superintendent of Human Resources and Policy	Nil	October 2017 – completed Admin Procedure 4.40(iv)
Develop an admin procedure for the notification of the disruption of services	Superintendent of Human Resources and Policy	Nil	October 2017 – completed Admin Procedure 4.40(i)
Develop Procedure for accessible employment practices	Superintendent of Human Resources and Policy	Nil	May 2022-completed Admin Procedure 2.A.230
Provide training on accessible hiring practices	Superintendent of Human Resources and Policy	Nil	June 2022-completed Superintendent of Human resources provided PD on the new accessible employment practices and all leadership team members completed online training provided by the Manitoba Accessibility Office. Will review yearly
Review of programs to ensure accessibility barriers are addressed as required	Superintendent of Educational Services	TBD as required	On going-replaced wheelchair ramps outside of 2 Elementary schools Summer 2024
Gather and analyze data from accessibility survey	Student Services Administrator	\$100	February 2017 – ongoing and suggestions reviewed annually, each has suggestion box
Training and PD for all staff	Superintendent of HR and Policy, School Administrators and District Accountant	Nil	September 2017 – on going – customer service training needed with applicable staff
Improved signage for all buildings	Facilities Manager	\$2000	Complete

Designate parking spaces and signage	Facilities Manager	\$1000	June 2017-completed
Counter heights examined and altered as required	Facilities Manager	Maintenance Budget	On going-all new construction. Counter heights and are all accessible in the new kitchen renovations at our community schools.
"Available in alternate format" on documents	All	Nil	On going
Communication piece – larger print available, tagging text to photos, captioning, Synervoice options	All	Nil	On going
Budget lines added for accessibility	Secretary-Treasurer	TBD based on individual schools	September 2017 – completed
Sensory Integration Rooms	Student Services Administrator and School Administrators	School based budgets and Student Services budget	On going
Lighting has been upgraded from low light florescent to LED-blue tones and brightness will assist with visual impairments	Facilities Manager	Maintenance Budget	On going- entire District (all schools) to be completed by 2028- 2029.
Website is in compliance with Web Content Accessibility Guidelines (WCAG 2.1)	Director of Information Technology, Training was provided school admin and then staff to ensure compliance of the standard for information and communications. Ensured information is provided to all staff responsible for publishing information on the website to make documents accessible.	Business Administration Budget	Completed

## REVIEW AND MONITORING

The School District of Mystery Lake will utilize a standing item on the Leadership Team meeting agenda to address the barriers in procedures and practices. To review the document the work that has been completed as well as next steps. The Leadership Team will also evaluate the plan and effectiveness or improvements needed in changes that have been implemented.

We also engage in a consultative process with members of our local Manitoba Possible branch to ask for recommendations and feedback when developing Administrative Procedures in the area of accessibility.

## COMMUNICATION OF THE PLAN

The School District of Mystery Lake Accessibility Plan will be available on our district website at [www.mysterynet.mb.ca](http://www.mysterynet.mb.ca) and it will be shared at a public board meeting as well as with all school administrators, who will then share within their school communities. Questions or feedback regarding the Accessibility Plan are welcome and can be addressed to [sdml@mysterynet.mb.ca](mailto:sdml@mysterynet.mb.ca), by calling 204-677-6150 or by dropping a note in our suggestion boxes located at every school and the school board office.

## SCHOOL DISTRICT OF MYSTERY LAKE ACCESSIBILITY COMMITTEE

Angele Bartlett	Superintendent of Human Resources and Policy
Lorie Henderson	Superintendent of Educational Services
Jolene Brown	Student Services Administrator
Orest Chychula	Facilities Manager
Trish Griffin	Principal – Westwood School
Lucy Mayor	Principal – Juniper School
Jeff French	Principal – R.D. Parker Collegiate
Todd Harwood	Principal – Deerwood School
Liisa Brolund	Principal – Burntwood School
Brent Badik	Co- Principal – Wapanohk Community School
Celina Dumas	Co- Principal – Wapanohk Community School
Jonathon Wamboldt	Principal – Ecole Riverside