

BUILDING UTILIZATION PLAN

INTRODUCTION

As described in greater detail in the attached Educational Impact Statement ("EIS"), the New York City Department of Education ("DOE") is proposing to temporarily co-locate¹ grades three through five of Success Academy Charter School – Bronx 3 (84X380, "SA – Bronx 3") in building X145 ("X145"), located at 1000 Teller Avenue, Bronx, NY 10456, within the geographical confines of Community School District 9 ("District 9") beginning in 2015-2016. SA – Bronx 3 is an existing public charter elementary school serving students in kindergarten through second grade in building X146 ("X146") at 968 Cauldwell Avenue, Bronx, NY 10456, in Community School District 8 ("District 8"). If this proposal is approved by the Panel for Educational Policy ("PEP"), SA – Bronx 3's third through fifth grades will be temporarily co-located in the X145 building for a three-year period starting in the 2015-2016 school year. SA – Bronx 3's third grade will be co-located in X145 building beginning in the 2015-2016 school year, and SA – Bronx 3 will add one grade per year until it serves grades three through five in the X145 in the 2017-2018 school year. At that time, SA – Bronx 3's third through fifth grades will be co-located in X145 with J.H.S. 145 Arturo Toscanini (09X145, "J.H.S. 145"), Urban Science Academy (09X325, "Urban Science Academy"), and New Millennium Business Academy Middle School (09X328, "New Millennium Academy"), each of which are existing district middle schools that serve grades six through eight. The X145 building also houses an Alternate Learning Center (88X985 "ALC M.S. 145").

If this proposal is approved, before the end of the temporary three-year co-location, the DOE will re-evaluate this proposal to determine the long-term siting location for SA – Bronx 3. This includes the possibility of SA – Bronx 3 students remaining at the X145 building for grades three through five or all or part of these grades moving to a new site. Any resulting significant changes to school utilization will be described in a future EIS and Building Utilization Plan ("BUP") and will be subject to separate approval by the PEP in accordance with Chancellor's Regulation A-190.

In a previous EIS and BUP, the DOE proposed to site grades K-2 of SA – Bronx 3 at the X146 building. The details of the co-location proposal can be found on the DOE's website at <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2012-2013/Dec2012Proposals.htm>. The PEP approved the proposal on December 20, 2012.

Pursuant to the New York State Charter Schools Act of 1998 (as amended May 2010), the following plan outlines the proposed allocation of classrooms and administrative space among J.H.S. 145, Urban Science Academy, New Millennium Academy, ALC M.S. 145, and SA – Bronx 3. It also includes a proposal for the collaborative usage of shared resources and spaces during the 2015-2016 year between J.H.S. 145, Urban Science Academy, New Millennium Academy, ALC M.S. 145, and SA – Bronx 3, including, but not limited to, cafeterias, libraries, and recreational areas, to assure equitable access to such facilities. If a school's baseline allocation under the Citywide Instructional Footprint ("Footprint") declines, those rooms may be re-allocated to another co-located school.² Information about the impact on building safety and security, proposed strategies for communication and collaborative decision-making between the co-located schools, and a description of the shared space committee is also included. Please refer to the EIS, to which this plan is attached, for further information about the proposed co-location.

As described throughout this document, the final shared space schedule will be collaboratively finalized by the Building Council if the proposed co-location is approved by the PEP.

METHODOLOGY

The DOE has applied the Footprint to all schools and/or programs outlined in this plan to allocate rooms in an unbiased manner, and has divided the remaining space equitably based on the proportion of the total students in the building enrolled by each school and/or program, the instructional and programmatic needs of the co-located schools, and the physical location of the excess space within the building.

¹ A "co-location" means that two or more school organizations are located in the same building and may share common spaces, such as auditoriums, gymnasiums, and cafeterias.

² The Footprint is a tool to be used by all stakeholders in the analysis and assessment of space usage in DOE buildings. Its purpose is to ensure that the space allocation plan for all schools is fair and equitable. In co-location agreements, the parameters outlined in the Footprint should serve as a guideline for making decisions about the allocation of space, while empowering building occupants to make decisions that best meet the needs of all students in the building. The DOE Footprint can be found at: http://schools.nyc.gov/NR/rdonlyres/961D691C-641D-4918-9798-8BA2C0A761FF/0/DOEFootprint_91114newlogo.pdf.

JUSTIFICATION OF FEASIBILITY AND EQUITABILITY OF CLASSROOM AND ADMINISTRATIVE SPACE ALLOCATION

The Footprint sets forth the baseline number of rooms that should be allocated to a school based on the grade levels served by the school and number of classes per grade. For existing schools, the Footprint is applied to the current number of classes and class sizes a school has programmed and is confirmed by a walk-through of the building by a representative of the Office of Space Planning and a representative of the school. For elementary schools serving grades K-5 and for pre-kindergarten programs, the Footprint assumes that classes are self-contained ("SC"), meaning that each class remains in its homeroom throughout the day except for when it is scheduled for a cluster activity (for example, art) or lunch, recess, etc. Further, the Footprint assumes that at those times the homeroom classroom remains empty. Therefore, the Footprint allocates one full-size classroom for each general education ("GE") or Integrated Co-Teaching section ("ICT") and a full-size or half-size classroom to accommodate each SC special education section served by the school. In addition, schools serving grades K-5 receive an allocation of cluster or specialty classrooms proportionate to the number of students enrolled. These classrooms can be used at the principal's discretion for purposes such as art and/or music instruction, among other things.

At the elementary level, cluster classrooms are allocated as follows:

Enrollment	# of Cluster Rooms
1,251 and up	5
751-1,250	4
251-750	3
151-250	2
0-150	1

For grades six through twelve the Footprint assumes that students move from class to class and that classrooms should be programmed at maximum efficiency. The Footprint allocates one full-size classroom for each GE or Integrated ICT section and a full-size or half-size classroom to accommodate each self-contained special education section served by the school. The Footprint does not require that every teacher have his or her own designated classroom. Principals are asked to program their schools efficiently so that classrooms can be used for multiple purposes throughout the course of the school day.

The Footprint allocates the number of baseline full-size equivalent ("FSE") classrooms for student support services, resource rooms, and administrative space based on the grades a school serves and its enrollment at scale.

While the Footprint sets forth a baseline space allocation, school leaders are empowered to make decisions about how to utilize the space allocated to the school. Therefore, each principal must make decisions about how and where students will be served within the space allocated to the school. The DOE, however, will provide support to the schools to ensure that the schools use the space efficiently in order to maximize capacity to support student needs and maintain appropriate delivery of special education and related services to students. Where appropriate, school leaders will have an opportunity to draw upon the expertise and guidance of the Office of Special Education, which is dedicated to promoting positive educational outcomes for students with disabilities.

Allocation of Classrooms and Administrative Space

According to a building walkthrough and survey performed on November 5, 2014 by a representative of the Office of Space Planning, X145 has a total of 69 full-size ("FS") classrooms/spaces,³ 20 half-size ("HS") classrooms/spaces,⁴ 3 quarter-size ("QS") spaces,⁵ and 5.0 FSE of designed administrative office space. X145 also contains an auditorium, cafeteria, library, and gymnasium. The below spaces are shared spaces or contain building services and will not be included in the allocation of space for an individual school:

- The music rooms occupy 2 FS spaces.
- The School Based Support Team occupies 1 FS space.
- The custodian's office occupies 1 HS space.
- The nurse's office occupies 1.0 FSE of designed administrative space.
- The community room occupies 1 FS space.

Excluding the spaces outlined above, X145 has a total of 65 full-size classrooms, 19 half-size classrooms/spaces, 3 quarter-size spaces, and the equivalent of 4.0 FSE designed administrative office spaces remaining that can be allocated to schools.

Summary	FS	HS	QS	Designed Admin (FSE)
Building Total	69	20	3	5.0
Shared Spaces or Building Services	4	1	0	1.0
Total to be Allocated	65	19	3	4.0

³ Full-size classrooms have an area of 500 square feet or more.

⁴ Half-size classrooms have an area of less than 500 square feet but greater than 239 square feet.

⁵ Quarter-size rooms are smaller than 240 square feet.

2014-2015 (CURRENT SCHOOL YEAR):

The table below summarizes the total enrollment and sections served at J.H.S. 145, Urban Science Academy, New Millennium Academy, and ALC M.S. 145:

2014-2015	Grade Span	Total Enrolled ⁶	GE/ICT Sections	SC Sections
J.H.S. 145	6-8	368	13	4
Urban Science Academy	6-8	331	14	2
New Millennium Academy	6-8	176	7	2
ALC M.S. 145	6-8	45	3	0

The table below summarizes J.H.S. 145, Urban Science Academy, New Millennium Academy, and ALC M.S. 145's baseline or adjusted baseline Footprint allocations, which are based on the methodology described at the beginning of this document and the amount of space that each school is currently using.

2014-2015		Non-Admin Spaces		Administrative Spaces			Total Admin (FSE)	Grand Total Current Space Allocation				
		Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms		Quarter-Size Rooms	Total Full-Size Rooms	Total Half-Size Rooms	Total Quarter-Size Rooms	Designed Admin (FSE)
J.H.S. 145	Baseline Footprint Allocation	14	5	2.50	0	1	0	3.00	14	6	0	2.50
	Adjusted Baseline Allocation	18	1	2.50	0	1	0	3.00	18	2	0	2.50
	Current Space Allocation	27	1	2.50	0	3	1	4.25	27	4	1	2.50
Urban Science Academy	Baseline Footprint Allocation	15	3	0	1	4	0	3.00	16	7	0	0
	Adjusted Baseline Allocation	17	1	0	1	4	0	3.00	18	5	0	0
	Current Space Allocation	19	6	0	1	4	1	3.25	20	10	1	0

⁶ Figures are based on the 2014-2015 Audited Register as of October 31, 2014 or charter projections.

New Millennium Academy	Baseline Footprint Allocation	8	3	1.5	0	1	0	2.00	8	4	0	1.50
	Adjusted Baseline Allocation	10	1	1.5	0	1	0	2.00	10	2	0	1.50
	Current Space Allocation	15	2	1.5	0	1	1	2.25	15	3	1	1.50
ALC M.S. 145	Baseline Footprint Allocation	3	0	0	0	2	0	1.00	3	2	0	0
	Current Space Allocation	3	0	0	0	2	0	1.00	3	2	0	0

J.H.S 145's baseline has been adjusted in the following manner:

- Some of the half-size classrooms/spaces within X145 are not appropriate for SC special education instruction. Therefore, J.H.S. 145 has been allocated 4 full-size classrooms in lieu of 4 half-size classrooms to accommodate its SC special education sections. This adjustment has been made to the baseline Footprint allocation for J.H.S 145 in each year of room allocations presented in this document going forward except where otherwise indicated.

Urban Science Academy's baseline has been adjusted in the following manner:

- Some of the half-size classrooms/spaces within X145 are not appropriate for SC special education instruction. Therefore, Urban Science Academy has been allocated 2 full-size classrooms in lieu of 2 half-size classrooms to accommodate its SC special education sections. This adjustment has been made to the baseline Footprint allocation for Urban Science Academy in each year of room allocations presented in this document going forward except where otherwise indicated.

New Millennium Academy's baseline has been adjusted in the following manner:

- Some of the half-size classrooms/spaces within X145 are not appropriate for SC special education instruction. Therefore, New Millennium Academy has been allocated 2 full-size classrooms in lieu of 2 half-size classrooms to accommodate its SC special education sections. This adjustment has been made to the baseline Footprint allocation for New Millennium Academy in each year of room allocations presented in this document going forward except where otherwise indicated.

As demonstrated in the table above, J.H.S. 145, Urban Science Academy, New Millennium Academy, and ALC M.S. 145 are currently using 16 full-size spaces, 8 half-size spaces, and 3 quarter-size spaces in excess of their baseline or adjusted baseline footprint allocations. The table below summarizes the available space within X145 after J.H.S. 145, Urban Science Academy, New Millennium Academy, and ALC M.S. 145 have received their adjusted baseline allocations, some of which will be allocated to SA – Bronx 3 beginning in the 2015-2016 school year.

2014-2015	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline or Adjusted Allocation	16	8	3	0

2015-2016 (FIRST YEAR OF PROPOSED IMPLEMENTATION):

The table below summarizes the total projected enrollment and number of sections served at each school in 2015-2016:

2015-2016	Grade Span	Projected Enrollment ⁷	GE/ICT Sections	SC Sections
J.H.S. 145	6-8	325-355	12	4
Urban Science Academy	6-8	295-325	14	2
New Millennium Academy	6-8	180-210	8	2
ALC M.S. 145	6-8	10-80	3	0
SA – Bronx 3	3	100-120	4	0

After J.H.S. 145, Urban Science Academy, New Millennium Academy, ALC M.S. 145, and SA – Bronx 3 have received their respective baseline and adjusted baseline Footprint allocations of rooms, the following rooms remain unallocated:

2015-2016	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline or Adjusted Allocation	9	7	3	0

The excess space will be allocated among J.H.S. 145, Urban Science Academy, New Millennium Academy, and SA – Bronx 3 based upon factors that may include: the relative enrollments of the schools, the physical location of the available space in relation to the location of each school within the building, and the needs of each school. In particular, the excess space will be allocated to schools in a manner that will allow them to maintain contiguous instructional spaces to the greatest degree possible and to minimize disruption in the building.

The table below summarizes the full 2015-2016 room allocation plan for J.H.S. 145, Urban Science Academy, New Millennium Academy, ALC M.S. 145, and SA – Bronx 3 based on their baseline or adjusted baseline allocations:

⁷ The DOE's enrollment figures for 2015-2016 and beyond are based on projections. Changes in enrollment could result in an amendment to this plan.

2015-2016		Non-Admin Spaces		Administrative Spaces				Total Admin (FSE)	Additional (Excess) Allocation				Grand Total Space Allocation			
		Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms		Additional Full-Size Rooms	Additional Half-Size Rooms	Additional Quarter-Size Rooms	Additional Designed Admin (FSE)	Total Full-Size Rooms	Total Half-Size Rooms	Total Quarter-Size Rooms	Total Designed Admin (FSE)
J.H.S. 145	Baseline Footprint Allocation	13	5	2.50	0	1	0	3.00	-	-	-	-	13	6	0	2.50
	Adjusted Baseline Allocation	17	1	2.50	0	1	0	3.00	1	1	0	0	18	3	0	2.50
Urban Science Academy	Baseline Footprint Allocation	15	3	0	1	4	0	3.00	-	-	-	-	16	7	0	0
	Adjusted Baseline Allocation	17	1	0	1	4	0	3.00	0	5	1	0	18	10	1	0
New Millennium Academy	Baseline Footprint Allocation	9	3	1.50	0	1	0	2.00	-	-	-	-	9	4	0	1.50
	Adjusted Baseline Allocation	11	1	1.50	0	1	0	2.00	1	1	1	0	12	3	1	1.50
ALC M.S. 145	Baseline Footprint Allocation	3	0	0	0	2	0	1.00	-	-	-	-	3	2	0	0
SA – Bronx 3	Baseline Footprint Allocation	5	1	0	2	0	0	2.00	7	0	1	0	14	1	1	0

The change in rooms for each school organization is reflected below:

ROOM CHANGE (+/-)	CURRENT 2014-2015 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2015-2016 GRAND TOTAL SPACE ALLOCATIONS				YEAR-OVER-YEAR CHANGE (+/-)			
	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
J.H.S. 145	27	4	1	2.50	18	3	0	2.50	-9	-1	-1	0
Urban Science Academy	20	10	1	0	18	10	1	0	-2	0	0	0
New Millennium Academy	15	3	1	1.50	12	3	1	1.50	-3	0	0	0
ALC M.S. 145	3	2	0	0	3	2	0	0	0	0	0	0
SA – Bronx 3	0	0	0	0	14	1	1	0	+14	+1	+1	0

2016-2017 (SECOND YEAR OF PROPOSED IMPLEMENTATION):

The table below summarizes the total projected enrollment and number of sections served at each school in 2016-2017.

2016-2017	Grade Span	Projected Enrollment ⁸	GE/ICT Sections	SC Sections
J.H.S. 145	6-8	330-360	12	4
Urban Science Academy	6-8	300-330	14	2
New Millennium Academy	6-8	180-210	9	2
ALC M.S. 145	6-8	10-80	3	0
SA – Bronx 3	3-4	175-210	7	0

After J.H.S. 145, Urban Science Academy, New Millennium Academy, ALC M.S. 145, and SA – Bronx 3 have received their respective baseline or adjusted baseline footprint allocations of rooms, the following rooms remain unallocated:

2016-2017	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline or Adjusted Allocation	5	7	3	0

The excess space will be allocated among J.H.S. 145, Urban Science Academy, New Millennium Academy, and SA – Bronx 3 based upon factors that may include: the relative enrollments of the schools, the physical location of the available space in relation to the location of each school within the building, and the needs of each school.

In particular, the excess space will be allocated to schools in a manner that will allow them to maintain contiguous instructional spaces to the greatest degree possible and to minimize disruption in the building.

⁸ The DOE's enrollment figures for 2015-2016 and beyond are based on projections. Changes in enrollment could result in an amendment to this plan.

The table below summarizes the full 2016-2017 room allocation plan for J.H.S. 145, Urban Science Academy, New Millennium Academy, ALC M.S. 145, and SA – Bronx 3 based on their baseline or adjusted baseline allocations:

2016-2017		Non-Admin Spaces		Administrative Spaces				Total Admin (FSE)	Additional (Excess) Allocation				Grand Total Space Allocation			
		Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms		Additional Full-Size Rooms	Additional Half-Size Rooms	Additional Quarter-Size Rooms	Additional Designed Admin (FSE)	Total Full-Size Rooms	Total Half-Size Rooms	Total Quarter-Size Rooms	Total Designed Admin (FSE)
J.H.S. 145	Baseline Footprint Allocation	13	5	2.50	0	1	0	3.00	-	-	-	-	13	6	0	2.50
	Adjusted Baseline Allocation	17	1	2.50	0	1	0	3.00	1	1	0	0	18	3	0	2.50
Urban Science Academy	Baseline Footprint Allocation	15	3	0	1	4	0	3.00	-	-	-	-	16	7	0	0
	Adjusted Baseline Allocation	17	1	0	1	4	0	3.00	0	5	1	0	18	10	1	0
New Millennium Academy	Baseline Footprint Allocation	10	3	1.50	0	1	0	2.00	-	-	-	-	10	4	0	1.50
	Adjusted Baseline Allocation	12	1	1.50	0	1	0	2.00	0	1	1	0	12	3	1	1.50
ALC M.S. 145	Baseline Footprint Allocation	3	0	0	0	2	0	1.00	-	-	-	-	3	2	0	0
SA – Bronx 3	Baseline Footprint Allocation	8	1	0	2	0	0	2.00	4	0	1	0	14	1	1	0

The change in rooms for each school organization is reflected below:

ROOM CHANGE (+/-)	PROPOSED 2015-2016 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2016-2017 GRAND TOTAL SPACE ALLOCATIONS				YEAR-OVER-YEAR CHANGE (+/-)			
	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
J.H.S. 145	18	3	0	2.50	18	3	0	2.50	0	0	0	0
Urban Science Academy	18	10	1	0	18	10	1	0	0	0	0	0
New Millennium Academy	12	3	1	1.50	12	3	1	1.50	0	0	0	0
ALC M.S. 145	3	2	0	0	3	2	0	0	0	0	0	0
SA – Bronx 3	14	1	1	0	14	1	1	0	0	0	0	0

2017-2018 (FINAL YEAR OF PROPOSED IMPLEMENTATION):

The table below summarizes the total projected enrollment and number of sections served at each school in 2017-2018:

2017-2018	Grade Span	Projected Enrollment ⁹	GE/ICT Sections	SC Sections
J.H.S. 145	6-8	330-360	12	4
Urban Science Academy	6-8	300-330	14	2
New Millennium Academy	6-8	180-210	9	2
ALC M.S. 145	6-8	10-80	3	0
SA – Bronx 3	3-5	250-300	10	0

After J.H.S. 145, Urban Science Academy, New Millennium Academy, ALC M.S. 145, and SA – Bronx 3 have received their respective baseline or adjusted baseline footprint allocations of rooms, the following rooms remain unallocated:

2017-2018	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline or Adjusted Baseline Allocation	1	7	3	0

The excess space will be allocated among J.H.S. 145, Urban Science Academy, New Millennium Academy, and SA – Bronx 3 based upon factors that may include: the relative enrollments of the schools, the physical location of the available space in relation to the location of each school within the building, and the needs of each school.

In particular, the excess space will be allocated to schools in a manner that will allow them to maintain contiguous instructional spaces to the greatest degree possible and to minimize disruption in the building.

⁹ The DOE's enrollment figures for 2015-2016 and beyond are based on projections. Changes in enrollment could result in an amendment to this plan.

The table below summarizes the full 2017-2018 room allocation plan for J.H.S. 145, Urban Science Academy, New Millennium Academy, ALC M.S. 145, and SA – Bronx 3 based on their adjusted baseline allocations:

2017-2018		Non-Admin Spaces		Administrative Spaces				Total Admin (FSE)	Additional (Excess) Allocation				Grand Total Space Allocation			
		Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms		Additional Full-Size Rooms	Additional Half-Size Rooms	Additional Quarter-Size Rooms	Additional Designed Admin (FSE)	Total Full-Size Rooms	Total Half-Size Rooms	Total Quarter-Size Rooms	Total Designed Admin (FSE)
J.H.S. 145	Baseline Footprint Allocation	13	5	2.50	0	1	0	3.00	-	-	-	-	13	6	0	2.50
	Adjusted Baseline Allocation	17	1	2.50	0	1	0	3.00	1	1	0	0	18	3	0	2.50
Urban Science Academy	Baseline Footprint Allocation	15	3	0	1	4	0	3.00	-	-	-	-	16	7	0	0
	Adjusted Baseline Allocation	17	1	0	1	4	0	3.00	0	5	1	0	18	10	1	0
New Millennium Academy	Baseline Footprint Allocation	10	3	1.50	0	1	0	2.00	-	-	-	-	10	4	0	1.50
	Adjusted Baseline Allocation	12	1	1.50	0	1	0	2.00	0	1	1	0	12	3	1	1.50
ALC M.S. 145	Baseline Footprint Allocation	3	0	0	0	2	0	1.00	-	-	-	-	3	2	0	0
SA – Bronx 3	Baseline Footprint Allocation	11	1	0	2	1	0	2.50	-	-	-	-	13	2	0	0
	Adjusted Baseline Allocation	11	1	0	3	0	0	3.00	0	0	1	0	14	1	1	0

SA – Bronx 3's baseline has been adjusted in the following manner:

- SA – Bronx 3 has been allocated 1 full-size room in lieu of 1 half-size room to accommodate its administrative needs given the shortage of half-size spaces where the school is located.

The change in rooms for each school organization is reflected below:

ROOM CHANGE (+/-)	PROPOSED 2016-2017 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2017-2018 GRAND TOTAL SPACE ALLOCATIONS				YEAR-OVER-YEAR CHANGE (+/-)			
	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
J.H.S. 145	18	3	0	2.50	18	3	0	2.50	0	0	0	0
Urban Science Academy	18	10	1	0	18	10	1	0	0	0	0	0
New Millennium Academy	12	3	1	1.50	12	3	1	1.50	0	0	0	0
ALC M.S. 145	3	2	0	0	3	2	0	0	0	0	0	0
SA – Bronx 3	14	1	1	0	14	1	1	0	0	0	0	0

Shared Space Plan

A proposed shared space plan for the 2015-2016 school year is below. The following plan is based on the estimated duration of time each of the co-located schools will have in each of the shared spaces in building X145. In 2015-2016 SA – Bronx 3 will open in X145 and serve students in third grade. The final shared space schedule would be collaboratively drafted by the Building Council after the proposed co-location has been approved by the Panel for Educational Policy.

JUSTIFICATION OF FEASIBILITY AND EQUITY OF PROPOSED SHARED SPACE PLAN

This proposed Shared Space Plan is based upon the population size and other relevant factors further described below for each co-located school. Although the DOE has proposed how the shared spaces in the building may be utilized, Building Councils are free to deviate from the proposed Shared Space Plan to accommodate specific programmatic needs of all special populations or groups within each school as is feasible and equitable, provided that the Building Council comes to an agreement of the final Shared Space Plan collaboratively. (NOTE: the Building Council will revisit the shared space plan and its schedules on an annual basis to account for any changes in enrollment or programmatic needs. If conflicts emerge and progress is impaired, the Building Council will follow the dispute resolution procedures outlined in the Campus Policy Memo available at the following link: <http://schools.nyc.gov/community/campusgov>).

The below proposed schedule is based on projected enrollments for each co-located school, current space allocation plans, current lunch schedules for the existing schools in the building as described on the DOE School Food website,¹⁰ the total capacity of each shared space, the grades served by each of the co-located schools and the start of the school day based on the Office of Pupil Transportation's bus schedule for a regular school day.¹¹ Where possible, the proposed schedule maintains the current school's allocation of time in each shared space and re-distributes remaining time for additional organizations. To the extent feasible, shared spaces are allocated in a manner that allows schools that have already been using the space this year to continue using it on a similar schedule next year. Because SA – Bronx 3 will be co-located in the building for the first time if this proposal is approved, it may be necessary to shorten or change some of the current times that have been allocated to J.H.S. 145, Urban Science Academy, New Millennium Academy, and ALC M.S. 145 this year in the shared spaces that are to be shared in future years so that all students in the building may be accommodated in the following school years.

In planning how J.H.S. 145, Urban Science Academy, New Millennium Academy, ALC M.S. 145, and SA – Bronx 3 may use the shared spaces, the DOE has applied some or all of the factors described above to develop a proposed plan that allocates time in each space equitably. The Building Council is free to deviate from the proposed Shared Space Plan and may allocate access to the shared spaces described below on as needed basis to accommodate specific programmatic needs of all groups within each school as is feasible and equitable, provided that the Building Council comes to an agreement on the final shared space plan collaboratively.

Cafeteria:

Cafeteria

- There is one main cafeteria in the X145 building, which has a capacity of 600.
- The total time allocated to each organization in the cafeteria is primarily based upon projected enrollment, capacity of the cafeteria, and grade levels served. Each organization will be able to accommodate its students in the cafeteria within this proposed allocation of time.
- With regard to breakfast, since SA –Bronx 3 will likely start its school day before J.H.S. 145, Urban Science Academy, and New Millennium Academy, it has been allocated a 20 minute period for breakfast from 7:10 a.m. – 7:30 a.m. J.H.S. 145, Urban Science Academy, and New Millennium Academy have been allocated 30 minutes daily for breakfast from 7:30 a.m. – 8:00 a.m., which is when the schools currently have breakfast according to the School Food website. Additionally, ALC M.S. 145 has been allocated time for breakfast from 8:00 a.m. – 8:20 a.m. The shared breakfast time for J.H.S. 145, Urban Science Academy, and New Millennium Academy is feasible since traditionally not all students have opted to participate in the breakfast program; accordingly, the cafeteria has sufficient capacity to accommodate the participants from all three schools simultaneously and this plan reflects the current schedule and practice of the schools.

¹⁰ See the DOE's School Food website at: http://www.opt-osfns.org/schoolfood/sch_search/schfood.aspx?cfoods=17221.

¹¹ See the DOE's Office of Pupil Transportation website at: <https://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/SearchResult.aspx>.

- To the extent possible, J.H.S. 145, Urban Science Academy, and New Millennium Academy have been allocated time for lunch based on their existing lunch schedules.
 - SA – Bronx 3 has been allocated daily time in the cafeteria from 11:00 a.m. – 11:30 a.m., for a total of 2.5 hours a week.
 - J.H.S. 145 and ALCS 145 have been allocated daily time in the cafeteria from 11:30 a.m. – 12:15 p.m., for a total of 3.75 hours a week. Because of the capacity of the cafeteria, both organizations can be served at the same time.
 - Urban Science Academy has been allocated daily time in the cafeteria from 12:15 p.m. – 1:00 p.m., for a total of 3.75 hours a week.
 - New Millennium Academy has been allocated daily time in the cafeteria from 1:00 p.m. – 1:30 p.m., for a total of 2.5 hours a week.
- The Building Council is free to deviate from the proposed Shared Space Plan of the cafeteria to accommodate specific programmatic needs of all groups within each school as is feasible and equitable, provided that the Building Council comes to an agreement on the final Shared Space Plan collaboratively. Moreover, additional times remain unallocated; the Building Council is empowered to allocate those times.

Gymnasium, Library, and Auditorium:

- Time in the gymnasium, library, and auditorium will be based upon the enrollments of the schools.
- The Building Council is free to deviate from the proposed Shared Space Plan and may allocate access to the gymnasium on an as-needed basis to accommodate specific programmatic needs of all groups within each school as is feasible and equitable, provided that the Building Council comes to an agreement on the final Shared Space Plan collaboratively.

Gymnasium

- There is one gymnasium in the building which has the capacity to serve 650 students.
- J.H.S. 145 has been allocated daily time in the gymnasium from 11:15 a.m. – 2:00 p.m., for a total of 13.75 hours a week.
- Urban Science Academy has been allocated daily time in the gymnasium from 9:30 a.m. – 12:15 p.m., for a total of 13.75 hours a week.
- New Millennium Academy has been allocated daily time in the gymnasium from 8:00 a.m. – 9:30 a.m., for a total of 7.50 hours a week.
- ALC M.S. 145 has been allocated daily time in the gymnasium from 8:30 a.m. – 9:30 a.m., for a total of 5 hours a week.
- SA – Bronx 3 has been allocated daily time in the gymnasium from 2:30 p.m. – 3:30 p.m., for a total of 5 hours a week. Because SA – Bronx 3's school day runs later, the school has been allocated time in the gym after 2:00 p.m.
- Additional times remain unallocated. The Building Council is empowered to make additional and alternative allocations.
- Because the proposed allocations have been devised with regard to the schools' enrollments, the DOE believes that the proposed allocation is equitable and feasible. However, the Building Council is free to deviate from the proposed shared space plan.

Library

- J.H.S. 145 has been allocated daily time in the library from 8:30 a.m. – 9:30 a.m., for a total of 5 hours a week.
- Urban Science Academy has been allocated daily time in the library from 11:00 a.m. – 12:00 p.m., for a total of 5 hours a week.
- New Millennium Academy has been allocated daily time in the library from 9:30 a.m. – 10:15 a.m., for a total of 3.75 hours a week.
- ALC M.S. 145 has been allocated daily time in the library from 10:30 a.m. – 10:55 a.m., for a total of 2 hours a week.
- SA – Bronx 3 has been allocated daily time in the library from 8:00 a.m. – 8:30 a.m., for a total of 2.5 hours a week.
- Additional times remain unallocated. The Building Council is empowered to make additional and alternative allocations.
- The total time allocated to each organization in the library is based upon projected enrollment and grade levels served. Each organization will be able to accommodate its students in the library within this proposed allocation of time.

Auditorium

- The auditorium has a capacity of 590.
- J.H.S. 145 has been allocated daily time in the auditorium from 10:00 a.m. – 10:55 a.m., for a total of approximately 4.5 hours a week.
- Urban Science Academy has been allocated daily time in the auditorium from 11:00 a.m. – 11:55 a.m., for a total of approximately 4.5 hours a week.
- New Millennium Academy has been allocated daily time in the auditorium from 12:15 p.m. – 12:50 p.m., for a total of just under 3 hours a week.
- ALC M.S. 145 has been allocated daily time in the auditorium from 11:55 a.m. – 12:15 p.m., for a total of a little more than 1.5 hours a week.
- SA – Bronx 3 has been allocated daily time in the auditorium from 1:30 p.m. – 2:00 p.m., for a total of 2.5 hours a week.
- Additional times remain unallocated. The Building Council is empowered to make additional and alternative allocations.
- The total time allocated to each organization in the auditorium is based upon projected enrollment, capacity of the auditorium, and grade levels served. Each organization will be able to accommodate its students in the auditorium within this proposed allocation of time.

Play Yard:

- J.H.S. 145 has been allocated daily time in the play yard from 11:00 a.m. – 12:00 p.m., for a total of 5 hours a week.
- Urban Science Academy has been allocated daily time in the play yard from 12:00 p.m. – 1:00 p.m., for a total of 5 hours a week.
- New Millennium Academy has been allocated daily time in the play yard from 1:00 p.m. – 1:45 p.m. for a total of 3.75 hours a week.

- ALC M.S. 145 has been allocated daily time in the play yard from 10:50 a.m. – 11:15 a.m. for a total of approximately 2 hours a week.
- SA – Bronx 3 has been allocated daily time in the play yard from 1:45 p.m. – 2:15 p.m., for a total of 2.5 hours a week.

After-School Programs

- In the schedule below, the DOE does not allocate any time in the shared spaces after the end of the school day. The Building Council will address all requests for use of the shared spaces after school hours and may allocate the shared space as needed for after-school programs.

As noted in this BUP, the Building Council will address any requests to use shared spaces after school hours and will resolve all conflicts. The Building Council is free to deviate from the proposed Shared Space Plan to accommodate specific programmatic needs of all groups within each school as is feasible and equitable, provided that the Building Council comes to an agreement on the final Shared Space Plan collaboratively. This agreement could result in the current schools in the building changing their use of the shared space once SA – Bronx 3 phases into the building.

In 2015-2016, the DOE projects J.H.S. 145 will serve approximately 325-355 students, Urban Science Academy will serve approximately 295-325 students, New Millennium Academy will serve approximately 180-210 students, ALC M.S. 145 will serve approximately 10-80 students, and SA – Bronx 3 will serve approximately 100-120 students at X145. Based on the Office of Pupil Transportation's bus schedules for the earliest start and latest end times of the school day, J.H.S. 145's school day runs from approximately 8:00 a.m. to 2:20 p.m., Urban Science Academy's school day runs from approximately 8:55 a.m. to 3:15 p.m., New Millennium Academy's school day runs from approximately 8:00 a.m. to 2:20 p.m. and SA – Bronx 3's school day runs from approximately 7:45 a.m. to 4:30 p.m.

Based on the explanations provided above, the DOE believes that the proposed Shared Space Plan below is feasible and that each school is being treated equitably and comparably in its ability to use all shared spaces in the building.

Space	Monday	Tuesday	Wednesday	Thursday	Friday
Cafeteria (Capacity: 600)	<p>Breakfast: ALC M.S. 145 8:00am-8:20am J.H.S. 145 7:30am-8:00am Urban Science Academy 7:30am-8:00am New Millennium Academy 7:30am-8:00am SA – Bronx 3 7:10am – 7:30am</p> <p>Lunch: SA – Bronx 3 11:00am-11:30am J.H.S. 145/ALC M.S. 145 11:30am-12:15pm Urban Science Academy 12:15pm-1:00pm New Millennium Academy 1:00pm-1:30pm</p>	<p>Breakfast: ALC M.S. 145 8:00am-8:20am J.H.S. 145 7:30am-8:00am Urban Science Academy 7:30am-8:00am New Millennium Academy 7:30am-8:00am SA – Bronx 3 7:10am – 7:30am</p> <p>Lunch: SA – Bronx 3 11:00am-11:30am J.H.S. 145/ALC M.S. 145 11:30am-12:15pm Urban Science Academy 12:15pm-1:00pm New Millennium Academy 1:00pm-1:30pm</p>	<p>Breakfast: ALC M.S. 145 8:00am-8:20am J.H.S. 145 7:30am-8:00am Urban Science Academy 7:30am-8:00am New Millennium Academy 7:30am-8:00am SA – Bronx 3 7:10am – 7:30am</p> <p>Lunch: SA – Bronx 3 11:00am-11:30am J.H.S. 145/ALC M.S. 145 11:30am-12:15pm Urban Science Academy 12:15pm-1:00pm New Millennium Academy 1:00pm-1:30pm</p>	<p>Breakfast: ALC M.S. 145 8:00am-8:20am J.H.S. 145 7:30am-8:00am Urban Science Academy 7:30am-8:00am New Millennium Academy 7:30am-8:00am SA – Bronx 3 7:10am – 7:30am</p> <p>Lunch: SA – Bronx 3 11:00am-11:30am J.H.S. 145/ALC M.S. 145 11:30am-12:15pm Urban Science Academy 12:15pm-1:00pm New Millennium Academy 1:00pm-1:30pm</p>	<p>Breakfast: ALC M.S. 145 8:00am-8:20am J.H.S. 145 7:30am-8:00am Urban Science Academy 7:30am-8:00am New Millennium Academy 7:30am-8:00am SA – Bronx 3 7:10am – 7:30am</p> <p>Lunch: SA – Bronx 3 11:00am-11:30am J.H.S. 145/ALC M.S. 145 11:30am-12:15pm Urban Science Academy 12:15pm-1:00pm New Millennium Academy 1:00pm-1:30pm</p>
Gymnasium (Capacity: 650)	<p>ALC M.S. 145 8:30am – 9:30am J.H.S. 145 11:15am – 2:00pm Urban Science Academy 9:30am – 12:15pm New Millennium Academy 8:00am-9:30am SA – Bronx 3 2:30pm-3:30pm</p>	<p>ALC M.S. 145 8:30am – 9:30am J.H.S. 145 11:15am – 2:00pm Urban Science Academy 9:30am – 12:15pm New Millennium Academy 8:00am-9:30am SA – Bronx 3 2:30pm-3:30pm</p>	<p>ALC M.S. 145 8:30am – 9:30am J.H.S. 145 11:15am – 2:00pm Urban Science Academy 9:30am – 12:15pm New Millennium Academy 8:00am-9:30am SA – Bronx 3 2:30pm-3:30pm</p>	<p>ALC M.S. 145 8:30am – 9:30am J.H.S. 145 11:15am – 2:00pm Urban Science Academy 9:30am – 12:15pm New Millennium Academy 8:00am-9:30am SA – Bronx 3 2:30pm-3:30pm</p>	<p>ALC M.S. 145 8:30am – 9:30am J.H.S. 145 11:15am – 2:00pm Urban Science Academy 9:30am – 12:15pm New Millennium Academy 8:00am-9:30am SA – Bronx 3 2:30pm-3:30pm</p>

<p>Library</p>	<p>ALC M.S. 145 10:30am-10:55am J.H.S. 145 8:30am-9:30am Urban Science Academy 11:00am-12:00pm New Millennium Academy 9:30am-10:15am SA – Bronx 3 8:00am-8:30am</p>	<p>ALC M.S. 145 10:30am-10:55am J.H.S. 145 8:30am-9:30am Urban Science Academy 11:00am-12:00pm New Millennium Academy 9:30am-10:15am SA – Bronx 3 8:00am-8:30am</p>	<p>ALC M.S. 145 10:30am-10:55am J.H.S. 145 8:30am-9:30am Urban Science Academy 11:00am-12:00pm New Millennium Academy 9:30am-10:15am SA – Bronx 3 8:00am-8:30am</p>	<p>ALC M.S. 145 10:30am-10:55am J.H.S. 145 8:30am-9:30am Urban Science Academy 11:00am-12:00pm New Millennium Academy 9:30am-10:15am SA – Bronx 3 8:00am-8:30am</p>	<p>ALC M.S. 145 10:30am-10:55am J.H.S. 145 8:30am-9:30am Urban Science Academy 11:00am-12:00pm New Millennium Academy 9:30am-10:15am SA – Bronx 3 8:00am-8:30am</p>
<p>Auditorium (Capacity: 590)</p>	<p>ALC M.S. 145 11:55am-12:15pm J.H.S. 145 10:00am-10:55am Urban Science Academy 11:00am-11:55am New Millennium Academy 12:15pm-12:50pm SA – Bronx 3 1:30pm-2:00pm</p>	<p>ALC M.S. 145 11:55am-12:15pm J.H.S. 145 10:00am-10:55am Urban Science Academy 11:00am-11:55am New Millennium Academy 12:15pm-12:50pm SA – Bronx 3 1:30pm-2:00pm</p>	<p>ALC M.S. 145 11:55am-12:15pm J.H.S. 145 10:00am-10:55am Urban Science Academy 11:00am-11:55am New Millennium Academy 12:15pm-12:50pm SA – Bronx 3 1:30pm-2:00pm</p>	<p>ALC M.S. 145 11:55am-12:15pm J.H.S. 145 10:00am-10:55am Urban Science Academy 11:00am-11:55am New Millennium Academy 12:15pm-12:50pm SA – Bronx 3 1:30pm-2:00pm</p>	<p>ALC M.S. 145 11:55am-12:15pm J.H.S. 145 10:00am-10:55am Urban Science Academy 11:00am-11:55am New Millennium Academy 12:15pm-12:50pm SA – Bronx 3 1:30pm-2:00pm</p>
<p>Play Yard</p>	<p>ALC M.S. 145 10:50am-11:15am J.H.S. 145 11:00am-12:00pm Urban Science Academy 12:00pm-1:00pm New Millennium Academy 1:00pm-1:45pm SA – Bronx 3 1:45pm-2:15pm</p>	<p>ALC M.S. 145 10:50am-11:15am J.H.S. 145 11:00am-12:00pm Urban Science Academy 12:00pm-1:00pm New Millennium Academy 1:00pm-1:45pm SA – Bronx 3 1:45pm-2:15pm</p>	<p>ALC M.S. 145 10:50am-11:15am J.H.S. 145 11:00am-12:00pm Urban Science Academy 12:00pm-1:00pm New Millennium Academy 1:00pm-1:45pm SA – Bronx 3 1:45pm-2:15pm</p>	<p>ALC M.S. 145 10:50am-11:15am J.H.S. 145 11:00am-12:00pm Urban Science Academy 12:00pm-1:00pm New Millennium Academy 1:00pm-1:45pm SA – Bronx 3 1:45pm-2:15pm</p>	<p>ALC M.S. 145 10:50am-11:15am J.H.S. 145 11:00am-12:00pm Urban Science Academy 12:00pm-1:00pm New Millennium Academy 1:00pm-1:45pm SA – Bronx 3 1:45pm-2:15pm</p>

Building Safety and Security

Pursuant to Chancellor's Regulation A-414, every school/campus must have a School Safety Committee. The committee plays an essential role in the establishment of safety procedures, the communication of expectations and responsibilities of students and staff, and the design of prevention and intervention strategies and programs specific to the needs of the school. The committee is comprised of various members of the school community, including principal(s); designee of all other programs operating within the building; United Federations of Teachers Chapter Leader; Custodial Engineer/designee; and In-house School Safety Agent Level III. The committee is responsible for addressing safety matters on an ongoing basis and making appropriate recommendations to the Principal(s) when it identifies the need for additional security measures, intervention, training, etc.

The committee is also responsible for developing a comprehensive School Safety Plan which defines the normal operations of the site and what procedures are in place in the event of an emergency. The plan must be consistent with the Citywide prescribed safety plan shell. Each program operating within a school must enter program-specific information in the School Safety Plan. Safety plans are updated annually by the School Safety Committee in order to meet changing security needs, changes in organization and building conditions and other factors. In addition, the committee recommends changes in the safety plan at any other time when it is necessary to address security concerns.

Consistent with the process described above, the leader/designees of J.H.S. 145, Urban Science Academy, New Millennium Academy, and SA – Bronx 3 will be part of the X145 School Safety Committee. As a member of the School Safety Committee, the leader/designee of SA – Bronx 3 will participate in the development of the building's Safety Plan and ensure that any security-related issues or needs which may arise with respect to the co-location of J.H.S. 145, Urban Science Academy, New Millennium Academy, ALC M.S. 145, and SA – Bronx 3 will be addressed on an ongoing basis. Moreover, the Safety Plan for the X145 school building will be modified as appropriate to meet any changing security needs associated with the co-location. The leader/designees of J.H.S. 145, Urban Science Academy, New Millennium Academy, ALC M.S. 145, and SA – Bronx 3 will enter information in the X145 schools' overall Safety Plan to ensure the safe operation of the school building.

Each school building must also establish a Building Response Team that will consist of trained staff members from each of the schools, and which is activated when emergencies or large building-wide events occur. The members of this team must be identified and listed in the School Safety Plan.

The completed School Safety Plan for the X145 school building will be submitted to the Borough Safety Directors of the Office of School and Youth Development for approval. If changes or modifications are necessary, the School Safety Committee will be advised. Once the School's Safety Plan is approved, it will be submitted to the New York City Police Department (NYPD) for final approval and certification by the NYPD.

Proposed Communications Strategy

As per the Campus Policy Memo 2014,¹² co-located schools must actively participate in a Building Council ("BC"), which is a campus structure for administrative decision-making for issues impacting all schools in the building. Only principals and charter school leaders serve on the BC. The BC shall meet at least once a month to discuss and resolve issues related to the smooth daily operation of all the schools in the building and the safety of the students they serve. The BC principals and charter school leaders, where applicable, communicate their decisions campus-wide to staff, students, and parents, especially as related to issues of safety, shared space, campus schedules, split-staff agreements, and extended facility use.

A Shared Space Committee ("SSC") shall be established by the principals of the schools at campuses where charter schools are co-located in a public school building with one or more non-charter schools or District 75 schools, as set forth in Chancellor's Regulation A-190. With respect to charter school co-locations approved after May 28, 2010, the effective date of the amended Charter Schools Act, the SSC is to review the implementation of the Building Utilization Plan once it has been approved by the Panel for Educational Policy. With respect to charter schools that were approved to be located or co-located in a public school building prior to the effective date of the amended Charter Schools Act, the SSC shall review implementation of the current building space plans in place at those buildings. The SSC will meet at least four times per year.

The SSC will be comprised of the principal, a teacher, and a parent of each co-located school. With respect to a non-charter school's teacher and parent members, such SSC members shall be selected by the corresponding constituent member of the School Leadership Team of the school. Charter school leaders will work with their constituencies to select the parent and teacher representing that school. SSC agendas and minutes shall be shared with the BC. SSC members may be asked to communicate with their constituencies about the Building Utilization Plan and its campus implementation.

¹² Campus Policy Memo 2014 is available at <http://schools.nyc.gov/community/campusgov>, under "Key Documents."