

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 co-locate the Bronx Charter School for Better Learning II (“BBL II”), a new K-5 charter school, in school building X144 (“X144”), located at 2545 Gunther Avenue, Bronx, NY, 10469, in Community School District 11 (“District 11”). If this proposal is approved, BBL II will be co-located with J.H.S. 144 Michelangelo (11X144, “J.H.S. 144”) and Pelham Gardens Middle School (11X566, “Pelham Gardens”), both existing district middle schools that serve students in sixth through eighth grades. A “co-location” means that two or more school organizations are located in the same building and may share common spaces like auditoriums, gymnasiums, libraries, and cafeterias. If this proposal is approved, BBL II will open with kindergarten in 2015-2016 and will grow to serve kindergarten through fifth grades in building X144 in subsequent years.

Pursuant to the New York Charter Schools Act of 1998 (as amended in May 2010), the following plan outlines the allocation of classrooms and administrative space among BBL II, J.H.S. 144, and Pelham Gardens. It also includes a proposal for the collaborative usage of shared resources and spaces between the three school organizations, including but not limited to cafeterias, libraries, and gymnasiums which assures equitable access to such facilities. 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 are also included. Please refer to the corresponding EIS to which this plan is attached for further information about the co-location.

As described throughout this document, the final shared space schedule would be collaboratively finalized by the Building Council if the proposed co-location is approved by the Panel for Education Policy (“PEP”).

METHODOLOGY

We have applied the DOE Instructional Footprint (“Footprint”)¹ to all schools and/or programs outlined in this plan to allocate rooms in an unbiased manner, and have 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.

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 size a school has programmed and is confirmed by a walk-through of the building by the Borough Director of Space Planning and the school's principal.

For elementary schools serving grades kindergarten through five (and for all pre-kindergarten programs), the Footprint assumes that classes are self-contained, meaning that each class remains in their homeroom throughout the day except for when it is scheduled for a cluster activity (for example, art), lunch, recess, etc. Further, this 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 (“ICT”) section and one full-size or half-size classroom to accommodate each self-contained (“SC”) special education section served by the school. In addition, schools serving grades kindergarten through five 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.

¹ 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

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

Enrollment	Number 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 ICT section and a full-size or half-size classroom to accommodate each SC 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. Each principal, therefore, 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 walk-through performed on November 14, 2012 and a desk review updated on November 5, 2014 by a representative from the Office of Space Planning, building X144 has a total of 65 full-size rooms ("FS"),² 29 half-size rooms ("HS"),³ and the full-size equivalent ("FSE") of 3.5 full-size rooms of designed administrative space. Building X144 also contains a gymnasium, auditorium, cafeteria, and library. 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 woodwork room occupies 1 full-size space
- The tiered music rooms occupy 2 full-size spaces
- The custodian's office occupies 1 half-size space
- The school safety office occupies 1 half-size space
- The school-based support team (SBST) office occupies 1 half-size space
- The nurse's office occupies 1.0 designed administrative space

Excluding the spaces outlined above, the X144 building has a total of 62 full-size rooms, 26 half-size rooms, and the equivalent of 2.5 FSE of designed administrative space remaining that can be allocated to schools. Currently, only J.H.S. 144 utilizes the woodwork room and tiered music rooms. The DOE has designated these spaces as shared spaces in the Shared Space Schedule below so that all schools have the option to use the woodwork room, but, as described in the Shared Space Plan, the Building Council is empowered to revert to current practice.

Summary	FS	HS	QS	Designed Admin (FSE)
Building Grand TOTAL	65	29	0	3.5
Shared Spaces or Building Services	3	3	0	1.0
Remaining Total to be Allocated	62	26	0	2.5

² Full-size classrooms have an area of 500 square feet or more.

³ Half-size classrooms have an area of less than 500 square feet but greater than 239 square feet.

2014-2015 (CURRENT SCHOOL YEAR)

The table below summarizes the total enrollment and sections served at J.H.S. 144 and Pelham Gardens in 2014-2015.

School Name	Grade Span	Enrollment ⁴	Total GE/ICT Sections	Total SC Sections
J.H.S. 144	6-8	559	17	7
Pelham Gardens	6-8	466	15	4

The table below summarizes J.H.S. 144's and Pelham Gardens' baseline and/or adjusted baseline Footprint allocations. These allocations are based on the methodology described at the beginning of this document, and the amount of space that the 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. 144	Baseline Footprint Allocation	18	10	2.5	0	3	0	4.0	18	13	0	2.5
	Current Space Allocation	34	10	2.5	0	5	0	5.0	34	15	0	2.5
Pelham Gardens	Baseline Footprint Allocation	16	6	0	1	5	0	3.5	17	11	0	0
	Current Space Allocation	27	6	0	1	5	0	3.5	28	11	0	0

As demonstrated in the table above, J.H.S. 144 and Pelham Gardens are currently using classrooms in excess of their baseline footprint allocations.

In total:

- J.H.S. 144 is currently allocated 34 full-size rooms, 15 half-size rooms and 2.5 FSE of designed administrative space. This allocation includes 16 full-size spaces and 2 half-size spaces in excess of J.H.S. 144's baseline footprint allocation.

⁴ Enrollment figures for J.H.S. 144 and Pelham Gardens are based on the 2014-2015 Unaudited Register as of October 31, 2014.

- Pelham Gardens is currently allocated 28 full-size rooms and 11 half-size rooms. This allocation includes 11 full-size spaces in excess of Pelham Gardens' baseline footprint allocation.

The table below summarizes the available space within the X144 building after J.H.S. 144 and Pelham Gardens have received their baseline allocation, some of which will be allocated to BBL II for the 2015-2016 school year.

2014-2015	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocation	27	2	0	0

2015-2016 (FIRST YEAR OF PROPOSED IMPLEMENTATION)

If this proposal is approved, beginning in 2015-2016, BBL II will serve kindergarten students in the X144 building. The table below summarizes the total projected enrollment and projected number of sections to be served at each school in 2015-2016.

2015-2016	Grades Served	Projected Enrollment ⁵	GE/ICT Sections	SC Sections
J.H.S. 144	6-8	510 - 540	18	6
Pelham Gardens	6-8	450 - 480	15	3
BBL II	K	70 - 80	3	0

After J.H.S. 144, Pelham Gardens, and BBL II have received their respective baseline footprint allocation of rooms, the following number of rooms will remain unallocated:

2015-2016	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline or Adjusted Baseline Allocation	20	4	0	0

The excess space will be allocated among J.H.S. 144, Pelham Gardens, and BBL II based upon the following factors: each school's relative enrollment and the physical location of the available space in relation to the location of each school within the building. 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.

⁵ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

The table below summarizes the full 2015-2016 room allocation plan for BBL II, J.H.S. 144, and Pelham Gardens based on their baseline and/or adjusted baseline Footprint allocations, plus the excess space allocation.

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. 144	Baseline Footprint Allocation	19	9	2.5	0	2	0	3.5	10	3	0	0	29	14	0	2.5
Pelham Gardens	Baseline Footprint Allocation	16	5	0	2	3	0	3.5	-	-	-	-	18	8	0	0
	Adjusted Baseline Allocation	17	4	0	2	3	0	3.5	9	0	0	0	28	7	0	0
BBL II	Baseline Footprint Allocation	4	1	0	0	3	0	1.5	1	1	0	0	5	5	0	0

In total:

- J.H.S. 144 will be allocated 29 full-size rooms, 14 half-size rooms, and 2.5 FSE of designed administrative space. This allocation includes 10 full-size rooms and 3 half-size rooms in excess of J.H.S. 144's baseline footprint allocation.
- Pelham Gardens will be allocated 28 full-size rooms and 7 half-size rooms. This allocation includes 9 full-size rooms in excess of Pelham Gardens' adjusted baseline footprint allocation. Pelham Gardens is allocated 1 full-size room in lieu of 1 half-size room due to a lack of sufficient half-size spaces in the portion of the building where the school will be located.
- BBL II will be allocated 5 full-size rooms and 5 half-size rooms. This allocation includes 1 full-size room and 1 half-size room in excess of BBL II's baseline footprint allocation.

The room change between the 2014-2015 and the 2015-2016 school years, which reflects changes to room allocations resulting from the gradual phase-in of BBL II, is reflected in the table 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. 144	34	15	0	2.5	29	14	0	2.5	-5	-1	0	0
Pelham Gardens	28	11	0	0	28	7	0	0	0	-4	0	0
BBL II	0	0	0	0	5	5	0	0	+5	+5	0	0

2016-2017 (SECOND YEAR OF PROPOSED IMPLEMENTATION)

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

2016-2017	Grades Served	Projected Enrollment ⁶	GE/ICT Sections	SC Sections
J.H.S. 144	6 - 8	510 - 540	18	6
Pelham Gardens	6 - 8	450 - 480	15	3
BBL II	K - 1	140 - 160	6	0

⁶ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

After J.H.S. 144, Pelham Gardens, and BBL II have received their respective baseline allocations of rooms, the following number of rooms will remain unallocated:

2016-2017	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline or Adjusted Baseline Allocation	15	4	0	0

The excess space will be allocated among J.H.S. 144, Pelham Gardens, and BBL II based upon the following factors: each school's relative enrollment and the physical location of the available space in relation to the location of each school within the building. 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.

The table below summarizes the full 2016-2017 room allocation plan for J.H.S. 144, Pelham Gardens, and BBL II based on their baseline and/or adjusted baseline footprint allocations plus the excess space allocation.

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. 144	Baseline Footprint Allocation	19	9	2.5	0	2	0	3.5	7	3	0	0	26	14	0	2.5
Pelham Gardens	Baseline Footprint Allocation	16	5	0	2	3	0	3.5	-	-	-	0	18	8	0	0
	Adjusted Baseline Allocation	18	3	0	2	3	0	3.5	6	0	0	0	26	6	0	0
BBL II	Baseline Footprint Allocation	8	1	0	0	4	0	2.0	2	1	0	0	10	6	0	0

In total:

- J.H.S. 144 will be allocated 26 full-size rooms, 14 half-size rooms, and 2.5 FSE of designed administrative space. This allocation includes 7 full-size rooms and 3 half-size rooms in excess of J.H.S. 144's baseline footprint allocation.

- Pelham Gardens will be allocated 26 full-size rooms and 6 half-size rooms. This allocation includes 6 full-size rooms in excess of Pelham Gardens' adjusted baseline footprint allocation. Pelham Gardens is allocated 2 full-size rooms in lieu of 2 half-size rooms due to a lack of sufficient half-size spaces in the portion of the building where the school will be located.
- BBL II will be allocated 10 full-size rooms and 6 half-size rooms. This allocation includes 2 full-size rooms and 1 half-size room in excess of BBL II's baseline footprint allocation.

The room change between the 2015-2016 and the 2016-2017 school years, which reflects changes to room allocations resulting from the gradual phase-in of BBL II, is reflected in the table 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. 144	29	14	0	2.5	26	14	0	2.5	-3	0	0	0
Pelham Gardens	28	7	0	0	26	6	0	0	-2	-1	0	0
BBL II	5	5	0	0	10	6	0	0	+5	+1	0	0

2017-2018 (THIRD YEAR OF PROPOSED IMPLEMENTATION)

The table below summarizes the total projected enrollment and projected number of sections served at each school in 2017-2018 if this proposal is approved.

2017-2018	Grades Served	Projected Enrollment ⁷	GE/ICT Sections	SC Sections
J.H.S. 144	6 - 8	510 - 540	18	6
Pelham Gardens	6 - 8	450 - 480	15	3
BBL II	K - 2	210 - 240	9	0

⁷ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

After J.H.S. 144, Pelham Gardens, and BBL II have each received their respective baseline footprint allocation of rooms, the following number of rooms will 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	11	3	0	0

The excess space will be allocated among J.H.S. 144, Pelham Gardens, and BBL II based upon the following factors: each school's relative enrollment and the physical location of the available space in relation to the location of each school within the building. 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.

The table below summarizes the full 2017-2018 room allocation plan for J.H.S. 144, Pelham Gardens, and BBL II based on their baseline and/or adjusted baseline footprint allocations plus the excess space allocation.

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. 144	Baseline Footprint Allocation	19	9	2.5	0	2	0	3.5	6	2	0	0	25	13	0	2.5
Pelham Gardens	Baseline Footprint Allocation	16	5	0	2	3	0	3.5	-	-	-	-	18	8	0	0
	Adjusted Baseline Allocation	19	2	0	2	3	0	3.5	4	0	0	0	25	5	0	0
BBL II	Baseline Footprint Allocation	11	2	0	0	5	0	2.5	1	1	0	0	12	8	0	0

In total:

- J.H.S. 144 will be allocated 25 full-size rooms, 13 half-size rooms, and 2.5 FSE of designed administrative spaces. This allocation includes 6 full-size rooms and 2 half-size rooms in excess of J.H.S. 144's baseline footprint allocation.
- Pelham Gardens will be allocated 25 full-size rooms and 5 half-size rooms. This allocation includes 4 full-size rooms in excess of Pelham Gardens' adjusted baseline footprint allocation. Pelham Gardens is allocated 3 full-size rooms in lieu of 3 half-size rooms due to a lack of sufficient half-size spaces in the portion of the building where the school will

be located. This adjustment has been made to the baseline Footprint allocation for Pelham Gardens in each year of room allocations presented in this document going forward, except where otherwise indicated.

- BBL II will be allocated 12 full-size rooms and 8 half-size rooms. This allocation includes 1 full-size room and 1 half-size room in excess of BBL II's baseline footprint allocation.

The room change between the 2016-2017 and the 2017-2018 school years, which reflects changes to room allocations resulting from the gradual phase-in of BBL II, is reflected in the table 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. 144	26	14	0	2.5	25	13	0	2.5	-1	-1	0	0
Pelham Gardens	26	6	0	0	25	5	0	0	-1	-1	0	0
BBL II	10	6	0	0	12	8	0	0	+2	+2	0	0

2018-2019 (FOURTH YEAR OF PROPOSED IMPLEMENTATION)

The table below summarizes the total projected enrollment and projected number of sections served at each school in 2018-2019 if this proposal is approved.

2018-2019	Grades Served	Projected Enrollment ⁸	GE/ICT Sections	SC Sections
J.H.S. 144	6 - 8	510 - 540	18	6
Pelham Gardens	6 - 8	450 - 480	15	3
BBL II	K - 3	280 - 320	12	0

After J.H.S. 144, Pelham Gardens, and BBL II have received their respective baseline or adjusted baseline allocation of rooms, the following number of rooms will remain unallocated:

⁸ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

2018-2019	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline or Adjusted Baseline Allocation	7	3	0	0

The excess space will be allocated among J.H.S. 144, Pelham Gardens, and BBL II based upon the following factors: each school's relative enrollment and the physical location of the available space in relation to the location of each school within the building.

The table below summarizes the full 2018-2019 room allocation plan for J.H.S. 144, Pelham Gardens, and BBL II based on their baseline and/or adjusted baseline footprint allocations plus the excess space allocations.

2018-2019		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. 144	Baseline Footprint Allocation	19	9	2.5	0	2	0	3.5	4	2	0	0	23	13	0	2.5
Pelham Gardens	Baseline Footprint Allocation	16	5	0	2	3	0	3.5	-	-	-	-	18	8	0	0
	Adjusted Baseline Allocation	19	2	0	2	3	0	3.5	2	0	0	0	23	5	0	0
BBL II	Baseline Footprint Allocation	15	2	0	0	5	0	2.5	1	1	0	0	16	8	0	0

In total:

- J.H.S. 144 will be allocated 23 full-size rooms, 13 half-size rooms, and 2.5 FSE of designed administrative space. This allocation includes 4 full-size rooms and 2 half-size rooms in excess of J.H.S. 144's baseline footprint allocation.
- Pelham Gardens will be allocated 23 full-size rooms and 5 half-size rooms. This allocation includes 2 full-size rooms in excess of Pelham Gardens' adjusted baseline footprint allocation.

- BBL II will be allocated 16 full-size rooms and 8 half-size rooms. This allocation includes 1 full-size room and 1 half-size room in excess of BBL II's baseline footprint allocation.

The room change between the 2017-2018 and the 2018-2019 school years, which reflects changes to room allocations resulting from the gradual phase-in of BBL II, is reflected in the table below.

ROOM CHANGE (+/-)	PROPOSED 2017-2018 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2018-2019 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. 144	25	13	0	2.5	23	13	0	2.5	-2	0	0	0
Pelham Gardens	25	5	0	0	23	5	0	0	-2	0	0	0
BBL II	12	8	0	0	16	8	0	0	+4	0	0	0

2019-2020 (FIFTH YEAR OF PROPOSED IMPLEMENTATION)

The table below summarizes the total projected enrollment and projected number of sections served at each school in 2019-2020 if this proposal is approved.

2019-2020	Grades Served	Projected Enrollment ⁹	GE/ICT Sections	SC Sections
J.H.S. 144	6 - 8	510 - 540	18	6
Pelham Gardens	6 - 8	450 - 480	15	3
BBL II	K - 4	350 - 400	15	0

⁹ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

After J.H.S. 144, Pelham Gardens, and BBL II have received their respective baseline allocation of rooms, the following number of rooms will remain unallocated:

2019-2020	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline or Adjusted Baseline Allocation	4	2	0	0

The excess space will be allocated among J.H.S. 144, Pelham Gardens, and BBL II based upon the following factors: each school's relative enrollment and the physical location of the available space in relation to the location of each school within the building. 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.

The table below summarizes the full 2019-2020 room allocation plan for J.H.S. 144, Pelham Gardens, and BBL II based on their baseline and/or adjusted baseline Footprint allocations plus the excess space allocation.

2019-2020		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. 144	Baseline Footprint Allocation	19	9	2.5	0	2	0	3.5	3	1	0	0	22	12	0	2.5
Pelham Gardens	Baseline Footprint Allocation	16	5	0	2	3	0	3.5	-	-	-	-	18	8	0	0
	Adjusted Baseline Allocation	19	2	0	2	3	0	3.5	1	0	0	0	22	5	0	0
BBL II	Baseline Footprint Allocation	18	2	0	0	6	0	3.0	0	1	0	0	18	9	0	0

In total:

- J.H.S. 144 will be allocated 22 full-size rooms, 12 half-size rooms, and 2.5 FSE of designed administrative space. This allocation includes 3 full-size rooms and 1 half-size room in excess of J.H.S. 144's baseline footprint allocation.
- Pelham Gardens will be allocated 22 full-size rooms and 5 half-size rooms. This allocation includes 1 full-size room in excess of Pelham Gardens' adjusted baseline footprint allocation.

- BBL II will be allocated 18 full-size rooms and 9 half-size rooms. This allocation includes 1 half-size room in excess of BBL II's baseline footprint allocation.

The room change between the 2018-2019 and the 2019-2020 school years, which reflects changes to room allocations resulting from the gradual phase-in of BBL II, is reflected in the table below.

ROOM CHANGE (+/-)	PROPOSED 2018-2019 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2019-2020 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. 144	23	13	0	2.5	22	12	0	2.5	-1	-1	0	0
Pelham Gardens	23	5	0	0	22	5	0	0	-1	0	0	0
BBL II	16	8	0	0	18	9	0	0	+2	+1	0	0

2020-2021 (SIXTH AND FINAL YEAR OF PROPOSED IMPLEMENTATION)

The table below summarizes the total projected enrollment and projected number of sections served at each school in 2020-2021. If this proposal is approved, BBL II will reach its full scale of 18 sections across grades kindergarten through fifth in 2020-2021.

2020-2021	Grades Served	Projected Enrollment ¹⁰	GE/ICT Sections	SC Sections
J.H.S. 144	6 - 8	510 - 540	18	6
Pelham Gardens	6 - 8	450 - 480	15	3
BBL II	K - 5	420 - 480	18	0

¹⁰ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

After J.H.S. 144, Pelham Gardens, and BBL II have received their respective baseline allocation of rooms, the following number of rooms will remain unallocated:

2020-2021	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline or Adjusted Baseline Allocation	1	1	0	0

The table below summarizes the full 2020-2021 room allocation plan for J.H.S. 144, Pelham Gardens, and BBL II based on their baseline and/or adjusted baseline footprint allocations plus the excess space allocation.

2020-2021		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. 144	Baseline Footprint Allocation	19	9	2.5	0	2	0	3.5	1	1	0	0	20	12	0	2.5
Pelham Gardens	Baseline Footprint Allocation	16	5	0	2	3	0	3.5	-	-	-	-	18	8	0	0
	Adjusted Baseline Allocation	19	2	0	2	3	0	3.5	0	0	0	0	21	5	0	0
BBL II	Baseline Footprint Allocation	21	2	0	0	7	0	3.5	0	0	0	0	21	9	0	0

In total:

- J.H.S. 144 will be allocated 20 full-size rooms, 12 half-size rooms, and 2.5 FSE of designed administrative spaces. This allocation includes 1 full-size room and 1 half-size room in excess of J.H.S. 144's baseline footprint allocation. J.H.S 144 is allocated these rooms in excess of its baseline allocation based on building configuration.
- Pelham Gardens will be allocated its adjusted baseline Footprint allocation of 21 full-size rooms and 5 half-size rooms.
- BBL II will be allocated its baseline Footprint allocation of 21 full-size rooms and 9 half-size rooms.

The room change between the 2019-2020 and the 2020-2021 school years, which reflects changes to room allocations resulting from the gradual phase-in of BBL II, is reflected in the table below.

ROOM CHANGE (+/-)	PROPOSED 2019-2020 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2020-2021 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. 144	22	12	0	2.5	20	12	0	2.5	-2	0	0	0
Pelham Gardens	22	5	0	0	21	5	0	0	-1	0	0	0
BBL II	18	9	0	0	21	9	0	0	+3	0	0	0

Shared Space Plan

A proposed Shared Space Plan 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 X144 during 2015-2016, the first year of implementation of this proposal. In 2015-2016, BBL II will open in X144 and serve students in kindergarten. The final shared space schedule will be collaboratively drafted by the Building Council after the proposed co-location has been approved by the Panel for Education 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 X144 building may be utilized, the Building Council is 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/KeyDocuments/CampusMemo.htm>).

The below proposed schedule is based on projected enrollments for each co-located school, and current and projected programming at each school in the building as described on the DOE School Food website, the total capacity of each shared space, the grades served by each of the co-located schools, and the start and end times of the school day based on the Office of Pupil Transportation's bus schedule for a regular school day.¹¹ The DOE has assigned times in each of the shared spaces to the co-located organizations in building X144 proportional to their enrollments. In planning how J.H.S. 144, Pelham Gardens, and BBL II 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 shared space equitably. As noted, decisions regarding the use and allocation of shared spaces will be made collaboratively by all organizations through the Building Council.

Cafeteria:

- There is one main cafeteria in the X144 building, which has the capacity to serve 630 students.
- 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.
- J.H.S. 144 has been allocated the most time in the cafeteria for lunch (5.8 hours weekly) because in the 2015-2016 school year, it has a larger projected enrollment than the other schools. Pelham Gardens has been allocated 5.4 hours weekly, and BBL II has been allocated 2.5 hours weekly. The proposed schedule below allocates daily time to J.H.S. 144 in the cafeteria from 12:35 p.m. - 1:45 p.m., Pelham Gardens is allocated daily time in the cafeteria from 11:30 a.m. - 12:35 p.m., and BBL II is allocated daily time in the cafeteria from 11:00 a.m. - 11:30 a.m.
- With regard to breakfast, J.H.S. 144 has been allocated daily time from 7:30 a.m. - 8:00 a.m., in order to maintain its current breakfast time as indicated by the school website. Pelham Gardens has been allocated daily time from 7:55 a.m. - 8:25 a.m. BBL II has been allocated a daily time from 7:25 a.m. - 7:55 a.m. in the cafeteria. Time allocations for breakfast and overlaps between schools take into consideration the fact that not all students participate in the breakfast program and the capacity of the cafeteria.
- 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:

- There is one gymnasium in the building which has the capacity to serve 630 students.

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

- In the proposed schedule below, J.H.S 144 is allocated the most time in the gymnasium (16.25 hours weekly) because it serves more students than the other schools in the X144 building. Pelham Gardens has been allocated approximately 15.75 hours weekly in the gymnasium, and BBL II has been allocated 3 hours weekly in the gymnasium.
- J.H.S. 144 has been allocated daily time in the gymnasium from 8:00 a.m. - 10:15 a.m. and from 11:30 a.m. – 12:30 p.m.
- Pelham Gardens has been allocated daily time in the gymnasium from 10:15 a.m. – 11:30 a.m. Pelham Gardens is also allocated time in the gymnasium from 12:30 p.m. - 2:15 p.m. on Mondays and Fridays and from 12:30 p.m. - 2:30 p.m. on Tuesdays, Wednesdays, and Thursdays.
- BBL II has been allocated daily time in the gymnasium from 2:15 p.m. - 3:00 p.m. on Mondays and Fridays and 2:30 p.m. - 3:00 p.m. on Tuesdays, Wednesdays, and Thursdays.
- 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 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.

Library:

- The DOE proposes that time in the library be allocated to all schools based on the relative projected enrollment for each school.
- J.H.S. 144 has been allocated daily time in the library from 8:15 a.m. - 9:45 a.m., for a total of 7.5 hours a week.
- Pelham Gardens has been allocated daily time in the library from 12:45 p.m. - 2:00 p.m., for a total of 6.25 hours a week.
- BBL II has been allocated daily time in the library from 11:30 a.m. - 12:00 p.m., for a total of 2.5 hours a week.
- 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 and may allocate access to the library 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. Moreover, additional times remain unallocated; the Building Council is empowered to allocate those times.

Auditorium:

- There is one auditorium in the building, which has the capacity to serve 620 students.
- J.H.S. 144 has been allocated daily time in the auditorium from 10:15 a.m. - 11:45 a.m., for a total of 7.5 hours a week.
- Pelham Gardens has been allocated daily time in the auditorium from 9:00 a.m. - 10:15 a.m., for a total of 6.25 hours a week.
- BBL II has been allocated daily time in the auditorium from 12:30 p.m. - 1:00 p.m., for a total of 2.5 hours a week.
- 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 and may allocate access to the auditorium 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. Moreover, additional times remain unallocated; the Building Council is empowered to allocate those times.

Woodwork Room:

- There is one full-size woodwork room in the building.
- Currently only J.H.S. 144 utilizes the woodwork room. The DOE has designated this space as a shared space, but notes that the Building Council is empowered to revert to current practice.
- J.H.S. 144 has been allocated daily time in the woodwork room from 8:00 a.m. - 9:30 a.m., for a total of 7.5 hours a week.
- Pelham Gardens has been allocated daily time in the woodwork room from 10:15 a.m. - 11:30 a.m., for a total of 6.25 hours a week.
- BBL II has been allocated daily time in the woodwork room from 1:45 p.m. - 2:15 p.m., for a total of 2.5 hours a week.
- 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 and may allocate access to the woodwork room 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. Moreover, additional times remain unallocated; the Building Council is empowered to allocate those times.

Music Rooms:

- There are two music rooms in the building which occupy two full-size spaces.
- Currently only J.H.S. 144 utilizes the music rooms. The DOE has designated this space as a shared space, but notes that the Building Council is empowered to revert to current practice.
- J.H.S. 144 has been allocated daily time in the music room from 8:45 a.m. - 10:15 a.m., for a total of 7.5 hours a week.
- Pelham Gardens has been allocated daily time in the music room from 1:30 p.m. – 2:45 p.m., for a total of 6.25 hours a week.
- BBL II has been allocated daily time in the music room from 10:30 a.m. - 11:00 a.m., for a total of 2.5 hours a week.
- 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 and may allocate access to the music rooms 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. Moreover, additional times remain unallocated; the Building Council is empowered to allocate those times.

After-School Programs:

The Building Council should allocate time in these shared spaces 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 BBL II phases into the building.

In 2015-2016, the DOE projects J.H.S. 144 will serve approximately 510-540 students, Pelham Gardens will serve approximately 450-480 students, and BBL II will serve approximately 70-80 students in building X144. J.H.S. 144 begins its school day at 8:00 a.m.; its first dismissal is at 2:20 p.m. (Mondays and Fridays), and its second dismissal is at 3:10 p.m. (Tuesdays, Wednesdays, and Thursdays).¹² Pelham Gardens begins its school day at 8:25 a.m. and ends at 2:45 p.m.¹³ BBL II is anticipated to begin its school day at 8:00 a.m. and end at 3:00 p.m.¹⁴

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

¹² According to the school's Web site, available at: <http://schools.nyc.gov/SchoolPortals/11/X144/AboutUs/Schedules/default.htm>.

¹³ According to the DOE's Office of Pupil Transportation Web site, available at: <http://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/schTrans.aspx?coptsch=11570>.

¹⁴ Based on BBL II's charter replication proposal.

Space	Monday	Tuesday	Wednesday	Thursday	Friday
Cafeteria (Capacity: 630)	Breakfast: J.H.S. 144 7:30a.m.-8:00a.m. Pelham Gardens 7:55a.m.-8:25a.m. BBL II 7:25a.m.-7:55a.m. Lunch: J.H.S. 144 12:35p.m.-1:45p.m. Pelham Gardens 11:30a.m.-12:35p.m. BBL II 11:00a.m.-11:30a.m.				
Gymnasium (Capacity: 630)	J.H.S. 144 8:00a.m.-10:15a.m. 11:30a.m.-12:30p.m. Pelham Gardens 10:15a.m.-11:30a.m. 12:30p.m.-2:15p.m. BBL II 2:15p.m.-3:00p.m.	J.H.S. 144 8:00a.m.-10:15a.m. 11:30a.m.-12:30p.m. Pelham Gardens 10:15a.m.-11:30a.m. 12:30p.m.-2:30p.m. BBL II 2:30p.m.-3:00p.m.	J.H.S. 144 8:00a.m.-10:15a.m. 11:30a.m.-12:30p.m. Pelham Gardens 10:15a.m.-11:30a.m. 12:30p.m.-2:30p.m. BBL II 2:30p.m.-3:00p.m.	J.H.S. 144 8:00a.m.-10:15a.m. 11:30a.m.-12:30p.m. Pelham Gardens 10:15a.m.-11:30a.m. 12:30p.m.-2:30p.m. BBL II 2:30p.m.-3:00p.m.	J.H.S. 144 8:00a.m.-10:15a.m. 11:30a.m.-12:30p.m. Pelham Gardens 10:15a.m.-11:30a.m. 12:30p.m.-2:15p.m. BBL II 2:15p.m.-3:00p.m.
Library	J.H.S. 144 8:15a.m.-9:45a.m. Pelham Gardens 12:45p.m.-2:00p.m. BBL II 11:30a.m.-12:00p.m.				
Auditorium (Capacity: 620)	J.H.S. 144 10:15a.m.-11:45a.m. Pelham Gardens 9:00a.m.-10:15a.m. BBL II 12:30p.m.-1:00p.m.				
Woodwork Room	J.H.S. 144 8:00a.m.-9:30a.m. Pelham Gardens 10:15a.m.-11:30a.m. BBL II 1:45p.m.-2:15p.m.				
Music Rooms	J.H.S. 144 8:45a.m.-10:15a.m. Pelham Gardens 1:30p.m.-2:45p.m. BBL II 10:30a.m.-11:00a.m.				

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 Federation 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. The School Safety Plan is 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 School Safety Plan at any other time when it is necessary to address security concerns.

Consistent with the process described above, the leaders/designees of J.H.S. 144, Pelham Gardens, and BBL II will be part of the X144 building School Safety Committee. As a member of the School Safety Committee, the leaders/designees of J.H.S. 144, Pelham Gardens, and BBL II respectively will participate in the development of the School Safety Plan and ensure that any security-related issues or needs that may arise will be addressed on an ongoing basis. Moreover, the Safety Plan for the X144 school building will be modified as appropriate to meet any changing security needs associated with the co-location. All schools will enter information in the School Safety Plan to ensure the safe operation of the school building.

Each school building must also establish a Building Response Team ("BRT") that will consist of trained staff members from each school in building X144, and that 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 X144 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 Safety Plan is approved, it will be submitted to the New York Police Department ("NYPD") for final approval and certification by the NYPD.

Proposed Communications Strategy

As per the Campus Policy Memo 2014,¹⁵ co-located schools on campuses 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 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 for issues of safety, shared space, campus schedules, split-staff agreements and extended facility uses.

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 BUP once it has been approved by the PEP. 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 minimum 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 BUP and its campus implementation.

¹⁵ Campus Policy Memo 2014 is available at <http://schools.nyc.gov/community/campusgov> under "Key Documents."