

# EDUCATIONAL IMPACT STATEMENT: The Proposed Opening and Co-location of New District Elementary School 28Q312 with Existing School P.S. 40 Samuel Huntington (28Q040) Beginning in the 2014-2015 School Year

## I. Summary of Proposal

The New York City Department of Education (“DOE”) is proposing to co-locate a new district elementary school, 28Q312, that will serve students in grades kindergarten through five, in building Q040 (“Q040”) and temporary classroom unit (“TCU”) Q998<sup>1</sup> located at 109-20 Union Hall Street, Queens, NY 11433, in Community School District 28 (“District 28”), beginning in the 2014-2015 school year.<sup>2</sup> 28Q312 will be co-located in Q040 with P.S. 40 Samuel Huntington (28Q040, “P.S. 40”), an existing elementary school serving students in grades kindergarten through five, which also offers a pre-kindergarten program.<sup>3</sup> In addition, Goodwill,<sup>4</sup> Studio in a School,<sup>5</sup> and Manhattan New Music Project (“MNMP”),<sup>6</sup> three community based organizations (“CBOs”), are located in Q040.

P.S. 40 is a zoned elementary school that is serving approximately 546 students in kindergarten through fifth grade and a pre-kindergarten program in Q040 during the 2013-2014 school year. A student’s zoned school is determined by his or her home address.<sup>7</sup>

28Q312 is a new elementary school that, if this proposal is approved, will open in September 2014 in Q040, where it will be co-located with P.S. 40. 28Q312 will be a zoned elementary school that will give priority to students residing in the Q040 zone and will grow to serve students in kindergarten through fifth grade. 28Q312 and P.S. 40 will share a zone, and future students in that shared residential zone will have admissions priority to both of the schools in the zone, in accordance with Chancellor’s Regulation A-101.

In the year 2014-2015 school year, 28Q312 will enroll approximately 45-55 students in kindergarten. In 2019-2020, 28Q312 will complete its phase-in, reaching full scale, and serving approximately 270-330 students in grades kindergarten through five.

According to the 2011-2012 Enrollment, Capacity, Utilization Report (the “Blue Book”), Q040 has the capacity to serve 886 students. In the 2013-2014 school year, the building is projected to serve approximately 546 students,<sup>8</sup> yielding an estimated utilization rate of 62%. This means that the building is “underutilized” and has space to accommodate additional students.<sup>9</sup> If this proposal is approved, there will

<sup>1</sup> All references to building Q040 do not include the on-site transportable classroom unit (“TCU”) Q988. The building capacity for 2013-14 and beyond is calculated for building Q040 only.

<sup>2</sup> A “co-location” means that two or more school organizations are located in the same building and may share common spaces like auditoriums, gymnasiums, and cafeterias.

<sup>3</sup> Pre-kindergarten (“PK”) is a program that can be offered both half-day or full-day and is subject to funding and demand.

<sup>4</sup> Information about Goodwill can be found on their Web site: <http://www.goodwill.org>.

<sup>5</sup> Information about Studio in a School can be found on their Web site: <http://www.studioinaschool.org>.

<sup>6</sup> Information about MNMP can be found on their Web site: <http://www.mnmp.org>.

<sup>7</sup> For more information about school zoning and admissions processes to enroll in a zoned elementary school, please visit the DOE Web site’s School Search function at: <http://schools.nyc.gov/SchoolSearch>.

<sup>8</sup> All figures are from the 2013-2014 Budget Register Projections.

<sup>9</sup> The most recent Underutilized Space Memorandum and List was updated on November 20, 2012, and can be accessed at: <http://schools.nyc.gov/NR/rdonlyres/6D8EA76A-82FA-4740-9ED1->

be sufficient space to accommodate P.S. 40 and 28Q312. Once 28Q312 reaches full scale in 2019-2020, the Q040 building will serve approximately 786-906 students, yielding an estimated building utilization rate of 89%-102%.

Although a utilization rate in excess of 100% may suggest that a building will be over-utilized or over-crowded in a given year, this rate does not account for the fact that rooms may be programmed for more efficient or different uses than the standard assumptions in the utilization calculation, as described in Section III.B. The proposed opening and co-location of 28Q312 in building Q040 is part of the DOE’s central goal to create new school options that will better serve future students and the community at large. The proposed co-location of new school 28Q312 will provide students residing in the Q040 zone and in the District 28 community with an additional elementary school option.

## II. Proposed or Potential Use of Building

Building Q040 has a target capacity of 886 students.<sup>10</sup> (The concept of “target capacity” is explained below.) In 2013-2014, the building serves a total of approximately 546 students,<sup>11</sup> yielding an estimated utilization rate of 62%.<sup>12</sup> If this proposal is approved, 28Q312 will serve approximately 45-55 kindergarten students during the 2014-2015 school year, approximately 90-110 students in kindergarten and first grade during the 2015-2016 school year, approximately 135-165 students in kindergarten through second grade during the 2016-2017 school year, approximately 180-220 students in kindergarten through third grade in the 2017-2018 school year, approximately 225-275 students in kindergarten through fourth grade during the 2018-2019 school year, and approximately 270-330 students in kindergarten through fifth grade during the 2019-2020 school year.

If this proposal is approved, the grade spans for all existing and proposed school organizations in the Q040 building over a seven-year period will be:

Grade Spans								
DBN	School Name	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
28Q312	New School	-	K	K-1	K-2	K-3	K-4	K-5
28Q040	P.S. 40 Samuel Huntington	K-5						

[66BCABEE8BFB/134525/UnderutilizedSpaceMemorandum112012\\_vFINALforprint.pdf](http://schools.nyc.gov/NR/rdonlyres/6D8EA76A-82FA-4740-9ED1-66BCABEE8BFB/134525/UnderutilizedSpaceMemorandum112012_vFINALforprint.pdf). The most recent Under-Utilized Space Memorandum Addendum was updated on August 28, 2013, and can be accessed at:

[http://schools.nyc.gov/NR/rdonlyres/6D8EA76A-82FA-4740-9ED1-](http://schools.nyc.gov/NR/rdonlyres/6D8EA76A-82FA-4740-9ED1-66BCABEE8BFB/149149/UUMemorandumAddendum_August2013vFINAL.pdf)

[66BCABEE8BFB/149149/UUMemorandumAddendum\\_August2013vFINAL.pdf](http://schools.nyc.gov/NR/rdonlyres/6D8EA76A-82FA-4740-9ED1-66BCABEE8BFB/149149/UUMemorandumAddendum_August2013vFINAL.pdf).

<sup>10</sup> 2011-2012 Enrollment, Capacity, Utilization Report (“Blue Book”).

<sup>11</sup> All figures are from the 2013-2014 Budget Register Projections.

<sup>12</sup> All references to building utilization rates in this document are based on target capacity data from the 2011-2012 Blue Book and enrollment data from the charter projections as of June 2013 or the 2013-2014 Budget Register Projections. This methodology is consistent with the manner in which the DOE conducts planning and calculates space allocations and funding for all schools. In determining the space allocation for co-located schools, the Office of Space Planning will conduct a detailed site survey and space analysis of the building to assess the amount of space available in the building.

The chart below shows the current and projected enrollment and building utilization for building Q040, if this proposal is approved:

DBN	School Name	2013-2014 Enrollment	2014-2015 Projected Enrollment	2015-2016 Projected Enrollment	2016-2017 Projected Enrollment	2017-2018 Projected Enrollment	2018-2019 Projected Enrollment	2019-2020 Projected Enrollment
28Q312	New School	-	45 - 55	90 - 110	135 - 165	180 - 220	225 - 275	270 - 330
28Q040	P.S. 040 Samuel Huntington	546	536 - 696	541 - 601	546 - 606	546 - 606	541 - 601	516 - 576
<b>Total Building Enrollment</b>		546	581 - 751	631 - 711	681 - 771	726 - 826	766 - 876	786 - 906
<b>Utilization</b>		62%	66% - 85%	71% - 80%	77% - 87%	82% - 93%	86% - 99%	89% - 102%

If this proposal is approved, there will be approximately 786-906 total students served in Q040 in 2019-2020. In 2019-2020, when 28Q312 will complete its expansion and reach full scale, the projected utilization for Q040 as a result of the co-location will be approximately 89%-102%.

Although a utilization rate in excess of 100% may suggest that a building will be over-utilized or over-crowded in a given year, this rate does not account for the fact that rooms may be programmed for more efficient or different uses than the standard assumptions in the utilization calculation, as described in Section III.B.

As described in more detail in the Enrollment, Capacity, and Utilization Report (“Blue Book”),<sup>13</sup> a building’s target utilization rate is calculated by dividing the aggregated enrollment of all the school organizations in the building by the aggregated “target capacities” of those organizations. Each school organization’s “target capacity” is calculated based upon the scheduled use of individual rooms as reported by principals during an annual facilities survey, the DOE’s goals for maximum classroom capacities (which are lower than the United Federation of Teachers (“UFT”) contractual class sizes and differ depending on grade level), and the efficiency with which classrooms are programmed, i.e., the frequency with which classes are scheduled in a given classroom.

The most recent year for which target capacity has been calculated for buildings is 2011-2012. As described above, the DOE’s projected utilization rates for the 2013-2014 school year and beyond are based on the 2011-2012 target capacity, which assumes that the components underlying that target capacity (scheduled use of classrooms, maximum classroom capacity, etc.) remain constant. Thus, projected utilization rates for 2013-2014 and beyond provide only an approximation of a building’s usage because each of the factors underlying target capacity may be adjusted by principals from year to year to better accommodate students’ needs. For example, changing the use of a room from an administrative room to a homeroom at the high school level will increase a building’s overall target capacity because for high schools administrative rooms are not assigned a capacity. Holding enrollment constant, this change will

<sup>13</sup> Available at: [http://www.nycsca.org/Community/CapitalPlanManagementReportsData/Enrollment/2011-2012\\_Classic.pdf](http://www.nycsca.org/Community/CapitalPlanManagementReportsData/Enrollment/2011-2012_Classic.pdf).

result in a lower utilization rate. Similarly, if a room previously used as a kindergarten classroom is subsequently used as fifth grade classroom, the building's target capacity will increase because we expect that a fifth grade class will have more students than a kindergarten class. This is reflected in the fact that the DOE's goal for maximum classroom capacity is higher for fifth grade classrooms than for kindergarten classrooms. In this example, as well, assuming enrollment is constant, the utilization rate will decrease.

Section III.B sets forth the baseline number of rooms to be allocated to each school pursuant to the Footprint as well as the total number of rooms in a building to provide a more complete picture of the availability of space in a building.

The DOE does not currently have other plans for the use of Q040. However, any significant changes to school utilization will be proposed in a separate EIS in accordance with Chancellor's Regulation A-190.

### III. Impact of the Proposal on Affected Students, Schools and Community

#### A. Students

If this proposal is approved, 28Q312 will be a zoned elementary school that will open in September 2014 in Q040. The school will give priority to students residing in the Q040 zone. 28Q312 will begin enrolling students in kindergarten in 2014-2015, and will add one grade per year until it is at full scale serving students in kindergarten through fifth grade in 2019-2020.

#### *Impact on Students Currently Attending School in the Q040 Building*

The proposed co-location of 28Q312 is not expected to impact current or future instructional programming at P.S. 40. Future student enrollment at P.S. 40 may be impacted given that 28Q312 will share the Q040 zone, and that the two schools together will utilize all excess space in Q040.

P.S. 40 currently serves general education students and students requiring special education services, including students enrolled in Integrated Co-Teaching ("ICT") classes and Self-Contained ("SC") special education classes, as well as students receiving Special Education Teacher Support Services ("SETSS"). The existing ICT and SC classes, and SETSS at P.S. 40 will continue to be provided and students with disabilities will continue to receive mandated services in accordance with their Individualized Education Programs ("IEPs"). Services are tailored to meet the individual needs of the students with disabilities attending each school and, as such, may vary from year to year. Additionally, P.S. 40 serves English Language Learners ("ELLs"). All current and future ELL students attending P.S. 40 will receive ELL services in accordance with DOE policy.

According to the P.S. 40 Web site, P.S. 40 currently offers the following extra-curricular activities and partnerships:<sup>14</sup>

- **Extra-curricular Activities:** Animation and Video Design, 3D Modeling and Design, Art, Film Making, Music, Dance, and Drama
- **Partnerships:** The Queens Museum of Art, Vision, Education & Media, LiteracyINC, Alpha Phi Alpha Fraternity, Urban Arts Partnership, York College, Goodwill, St. John's University, Chess-in-Schools, Food Bank NYC

<sup>14</sup> <http://schools.nyc.gov/SchoolPortals/28/Q040/default.htm/>

The DOE does not anticipate that this proposal will impact the current extra-curricular activities or partnerships at P.S. 40. P.S. 40 will continue to offer special programs and initiatives, and extra-curricular programs based on student interests and available resources. However, the co-location may change the way those programs are configured. For example, some activities may need to share classroom space or the scheduling of these activities may change as a result of greater demands on the available space during or after school hours. Students will continue to have the opportunity to participate in a variety of extra-curricular programs though the specific programs offered at a given school are always subject to change. That is true for any City student as all schools modify extra-curricular offerings annually based on student demand and available resources.

### *Impact on Future Elementary School Students in District 28*

P.S. 40 is a zoned elementary school serving students in grades kindergarten through five and offering a pre-kindergarten program. A student's zoned school is determined by his or her home address. For more information about school zoning and admissions processes to enroll in a zoned elementary school, please visit the DOE Web site: <http://schools.nyc.gov/choicesenrollment/elementary>.

If this proposal is approved, beginning in 2014-2015, incoming kindergarten students who reside in P.S. 40's zone will have a new zoned option for elementary school, 28Q312, which will open in September 2014 in the building Q040.

28Q312 and P.S. 40 will share a zone. Future students in that shared residential zone will have admissions priority to both of the schools in the zone: the new zoned elementary school, 28Q312, and the existing shared-zoned elementary school, P.S. 40, in accordance with Chancellor's Regulation A-101. The full details of A-101 can be found at: <http://schools.nyc.gov/RulesPolicies/ChancellorsRegulations/default.htm>.

Zoned schools are obligated to serve all students residing in their zone, space permitting, regardless of when families show up to register. Applicants must be admitted to zoned schools in the following order of priority:

- a. Zoned students whose verified siblings are pre-registered or enrolled at the time of application submission and will be enrolled in grades K-5 in the school at the start of the following school year in September;
- b. Zoned students other than those in (a) above applying to the zoned school

If space allows, and if the Office of Student Enrollment deems appropriate based on district needs, offers may be authorized for the following priority groups, in the below order. Only the Office of Student Enrollment may authorize the placement of non-zoned students out of this priority order; for example, for students who cannot be accommodated at their zoned school, or for special programs such as dual language or inclusion classes for students with Autism Spectrum Disorders.

- c. Students whose verified siblings are pre-registered or enrolled at the time of application submission and will be enrolled in grades K-5 in the school at the start of the following school year in September who are not zoned to the school, but are residents of that district;
- d. Students whose verified siblings are pre-registered or enrolled at the time of application submission and will be enrolled in grades K-5 at the start of the following school year in September who are residents of another district;
- e. Students currently attending the school's pre-kindergarten program who reside outside the school's zone but in the school's district, without a sibling who will be in grades K-5 at the school in the following school year;

- f. Students currently attending the school's pre-kindergarten program who reside outside the school's zone and district, without a sibling who will be in grades K-5 at the school in the following school year;
- g. Students other than those in (c) and (e) above who are residents of that district; and
- h. Students other than those in (d) and (f) who are residents of another district.

Elementary school students with IEPs, with the exception of those recommending placement in a District 75 school,<sup>15</sup> are admitted to schools in the same manner as general education students. Schools will ensure that students with disabilities continue to receive mandated services in accordance with their IEPs while also ensuring such students have opportunities to learn alongside their non-disabled peers to the greatest extent possible.

In accordance with DOE policy, ELL students will also be admitted to elementary schools in the same manner as their peers who are not ELL students. Any students requiring ELL services will continue to receive appropriate services at P.S. 40.

Building Q040 has the capacity to serve 886 students.<sup>16</sup> If this proposal to open and co-locate 28Q312 is approved, 28Q312 will accept and serve students who reside within the shared zone including students requiring SC or ICT classes, students who are ELLs, and students requiring SETSS. Based on historical enrollment patterns at P.S. 40, the DOE anticipates that together, 28Q312 and P.S. 40 will be able to accommodate all zoned students who wish to attend the two schools. If zoned demand fluctuates, the DOE will address the issue as needed.

### *Impact on the Pre-Kindergarten Program*

This proposal is not expected to impact the pre-kindergarten program at P.S. 40. Incoming pre-kindergarten students can apply to the pre-kindergarten program through the centralized pre-kindergarten admissions process. Verified zoned siblings of students enrolled at P.S. 40 will have first priority for admission to the pre-kindergarten program at P.S. 40. Students who reside in the P.S. 40 zone who do not have siblings enrolled at P.S. 40 will have second priority for admission. As with all pre-kindergarten programs, the availability of pre-kindergarten at P.S. 40 will be subject to continued funding availability and demand.

### *Impact on CBOs*

Building Q040 currently provides space to Goodwill, Studio in a School, and MNMP. These organizations are not expected to lose any space or reduce the services offered as a result of this proposal. They will continue to operate in the Q040 building subject to interest and demand.

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<sup>15</sup> District 75 provides Citywide educational, vocational, and behavior support programs for students who are on the autism spectrum, have significant cognitive delays, are severely emotionally challenged, are sensory impaired and/or are multiply disabled. District 75 provides services to students in a variety of settings, including elementary, middle, and high schools, students' homes, hospitals, and agencies. These programs are located at more than 410 sites in the Bronx, Brooklyn, Manhattan, Queens, Staten Island, and Syosset, New York. Please visit the DOE website for additional information about District 75 programs at <http://schools.nyc.gov/Offices/District75/default.htm>.

<sup>16</sup> 2011-2012 Enrollment, Capacity, Utilization Report ("Blue Book").

## **B. Schools**

If this proposal is approved, 28Q312 will be co-located with P.S. 40 starting in the 2014-2015 school year. P.S. 40 and 28Q312 are collectively projected to enroll 786-906 students in 2019-2020. At that point, 28Q312 will be in its final year of phasing in and the projected utilization for Q040 will be approximately 89%-102%.

The estimated enrollment for both organizations in Q040 over a seven-year period is shown in Sections II and IV.

If this proposal is approved, there will be sufficient space to accommodate P.S. 40 and 28Q312 pursuant to the Citywide Instructional Footprint (the “Footprint”) throughout the period in which 28Q312 phases in. Additionally, there will be space to house the three CBOs. Please visit the DOE’s Web site to access the Footprint, which guides space allocation and use in City schools:

[http://schools.nyc.gov/NR/rdonlyres/78D715EA-EC50-4AD1-82D1-1CAC544F5D30/0/DOEFOOTPRINTSConsolidatedVersion2011\\_FINAL.pdf](http://schools.nyc.gov/NR/rdonlyres/78D715EA-EC50-4AD1-82D1-1CAC544F5D30/0/DOEFOOTPRINTSConsolidatedVersion2011_FINAL.pdf).

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. Therefore, the Footprint allocates one full-size room for each general education or ICT section and a full-size or half-size room to accommodate each SC special education section served by the school. In addition to these rooms, schools serving grades kindergarten through five receive an allocation of cluster or specialty rooms proportionate to the number of students enrolled. These spaces can be used at the principal’s discretion for purposes such as art and/or music instruction, among other things.

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. Any space remaining beyond the baseline shall be allocated equitably among the co-located schools. In determining an equitable allocation, the DOE may consider factors such as the relative enrollments of the co-located schools, the instructional and programmatic needs of the co-located schools, and the physical location of the excess space within the building.

As in other situations where schools are co-located, the schools will need to share large common and specialty rooms in the building, such as the cafeteria, the gymnasium, the auditorium, and the library. Specific decisions regarding the allocation of the shared spaces will be made by the Building Council, consisting of principals from all co-located schools, in conjunction with the DOE’s Office of Space Planning.

According to the building walk-through conducted by the Queens Director of Space Planning on October 25, 2011 and updated on March 15, 2013, Q040 has 48 full-size rooms, 16 half-size rooms, 1 quarter-size space, and 2.5 full-size equivalent (“FSE”) of designed administrative space. The building also has the following rooms: a gymnasium, a cafeteria, an auditorium, and a library. The nurse’s office is housed in 1.0 FSE of designed administrative space; the custodian occupies 1 half-size room; School Based Support Services occupies 1 full-size room; Goodwill occupies 1 full-size room; Studio in a School occupies 1 full-size room; and MNMP occupies 2 full-size rooms.

Excluding the shared spaces outlined above, Q040 has a total of 43 full-size rooms, 15 half-size rooms, 1 quarter-size room, and 1.5 FSE rooms of designed administrative office space remaining that can be

allocated to the co-located schools in Q040 per the Footprint during the proposed phasing-in and co-location of 28Q312 with P.S. 40.

Per the Footprint, P.S. 40 will be allocated a baseline of 23 full-size instructional rooms, 7 half-size instructional rooms, and 4.0 FSE administrative spaces. The footprint of P.S. 40 over the six years it will take for 28Q312 to phase in is included in the chart below.

Per the Footprint, in 2014-2015, during the first year of this proposal, 28Q312 will have a baseline space allocation of 3 full-size rooms, 2 half-size rooms, and the equivalent of 1.5 FSE administrative spaces. In 2015-2016, 28Q312 will have a baseline space allocation of 5 full-size rooms, 3 half-size rooms, and 2.0 FSE administrative spaces. In 2016-2017, 28Q312 will have a baseline space allocation of 8 full-size rooms, 3 half-size rooms, and 2.0 FSE administrative spaces. In 2017-2018, 28Q312 will have a baseline space allocation of 10 full-size rooms, 4 half-size rooms, and 2.5 FSE administrative spaces. In 2018-2019, 28Q312 will have a baseline space allocation of 13 full-size rooms, 5 half-size rooms, and 2.5 FSE administrative spaces. In 2019-2020, when 28Q312 is at full scale, the school will have a baseline footprint allocation of 15 full-size rooms, 5 half-size rooms, and 3.0 FSE administrative spaces. The footprint of 28Q312 over the six years it will take for 28Q312 to phase in is included in the chart below.<sup>17</sup>

The baseline or adjusted baseline allocations of full-size instructional rooms over a seven-year period are detailed in the chart below:

DBN	School Name	2013-2014 (current)	2014- 2015	2015- 2016	2016- 2017	2017 – 2018	2018 – 2019	2019 - 2020
28Q312	New School	--	3	5	8	10	13	15
28Q040	P.S. 40	23	23	23	23	23	23	23
<b>TOTAL</b>		23	26	28	31	33	36	38
<b>ROOMS IN EXCESS OF (OR UNDER) BASELINE OR ADJUSTED BASELINE ALLOCATION OF FULL-SIZE INSTRUCTIONAL ROOMS</b>		20	17	15	12	10	7	5

Schools often use excess full-size, half-size, quarter-size, and designed administrative rooms for administrative purposes. Therefore, some of the excess full-size rooms may be allocated for administrative purposes. The Building Council will determine the equitable distribution of excess rooms among existing schools in the building as described below. There will be sufficient instructional space in Q040 for P.S. 40 and 28Q312 as 28Q312 phases in.

If this proposal is approved, the Office of Space Planning will work with the Building Council to ensure an equitable allocation of the excess space. In determining an equitable allocation, the Office of Space Planning may consider factors such as the relative enrollments of the co-located schools, the instructional and programmatic needs of the co-located schools, and the physical location of the excess space within the building. In addition, the Office of Space Planning will work with the schools in building Q040 to ensure a smooth transition, if necessary, of any rooms currently being used above schools’ footprint allocations. During the course of 28Q312’s phase-in, the number of excess rooms will decrease as 28Q312’s baseline footprint allocation increases to reflect its larger population.

<sup>17</sup> The Footprint for the new school, 28Q312, is based on a phase-in plan of two general education or ICT sections per entry grade in the first year, and three SC classes at scale. Depending on actual enrollment, the school’s Footprint may be adjusted for self-contained sections.

*Building Safety and Security*

If this proposal is approved, 28Q312 will develop a safety and security plan for Q040 prior to the first day of school in September 2014.

The DOE makes available the following supports to schools around safety and security:

- Providing “Best Practices Standards for Creating and Sustaining a Safe and Supportive School,” as a resource guide;
- Reviewing and monitoring school occurrence data and crime data (in conjunction with the Criminal Justice Coordinator and the New York City Police Department);
- Providing technical assistance via the Borough Safety Directors when incidents occur;
- Providing professional development and support to Children’s First Network (CFN) Safety Liaisons;
- Providing professional development and kits for Building Response Teams; and
- Monitoring and certifying School Safety Plans annually.

**C. Community**

In 2013-2014, Q040 has a projected utilization rate of 62% and is thus underutilized and has the capacity to accommodate additional students. If this proposal is approved, 28Q312 will provide an additional elementary school option for students residing in the Q040 zone and students in the District 28 community . If this proposal is approved, the DOE projects the building will have an estimated utilization rate of 89%-102% in 2019-2020, when 28Q312 is at full scale. This means that, under this proposal, the available space in the Q040 building will be more efficiently used than in the 2013-2014 school year, and will provide approximately 270-330 new elementary seats in Q040.

This proposal is not expected to impact the ability of community members and organizations to obtain school building use permits at Q040. This proposal is not expected to impact the current site accessibility of Q040 which is currently not functionally or programmatically accessible.

**IV. Enrollment, Admissions and School Performance Information**

*28Q040*

**Admissions Data**

<b>Current Admissions</b>	PK: Standard universal Pre-kindergarten admissions process K-5: Zoned
<b>Admissions after Co-location</b>	PK: Standard universal Pre-kindergarten admissions process K-5: Zoned

**Enrollment Data<sup>18</sup>**

	<b>PK<sup>19</sup></b>	<b>Grade KG</b>	<b>Grade 1</b>	<b>Grade 2</b>	<b>Grade 3</b>	<b>Grade 4</b>	<b>Grade 5</b>	<b>Total Enrollment</b>
2013-2014 (projections)	36	112	92	84	82	78	62	546
2014-2015 (projections)	36	90-100	105-115	85-95	80-90	75-85	75-85	546-606
2015-2016 (projections)	36	90-100	90-100	105-115	85-95	80-90	75-85	561-621
2016-2017 (projections)	36	90-100	90-100	90-100	105-115	85-95	80-90	576-636
2017-2018 (projections)	36	90-100	90-100	90-100	90-100	105-115	85-95	586-646
2018-2019 (projections)	36	90-100	90-100	90-100	90-100	90-100	105-115	591-651
2019-2020 (projections)	36	90-100	90-100	90-100	90-100	90-100	90-100	576-636

**Demographic Data<sup>20</sup>**

Percentage of Students Receiving ICT or SC Services	9%
Percentage of Students with Individualized Education Programs	12%
Percentage of English Language Learner Students	6%
Percentage of Students Eligible for Free or Reduced Lunch	90%

<sup>18</sup> All figures are from the 2013-2014 Budget Register Projections.

<sup>19</sup> Pre-Kindergarten (PK) is a program that can be offered both half-day and full-day; the projection figures represent the full day equivalency.

<sup>20</sup> All figures are as a percentage of total students from the 2012-2013 Audited Register (as of October 26, 2012).

**School Performance Data**

<b>P.S. 040 Samuel Huntington</b>	2009-2010	2010-2011	2011-2012
<b>School Performance and Progress</b>			
Overall Progress Report Grade	D	B	D
Quality Review Score <sup>21</sup>	P	P	N/A <sup>22</sup>
<b>Performance Data</b>			
English Language Arts % Proficient (Levels 3 and 4)	25%	34%	33%
Math % Proficient (Levels 3 and 4)	37%	46%	41%
<b>Other Key Performance Indicators</b>			
Attendance Rate	91%	90%	91%
<b>2012-2013 State Accountability Status</b>	In Good Standing <sup>23</sup>		

28Q312

**Admissions Data**

<b>Current Admissions</b>	N/A
<b>Admissions after Co-location</b>	K-5: Zoned

<sup>21</sup> For more information about Quality Reviews, please visit the DOE Web site at: <http://schools.nyc.gov/Accountability/tools/review>.

<sup>22</sup> Not all schools receive a Quality Review every year.

<sup>23</sup> This status is determined by SED under the New York State waiver for the No Child Left Behind Act. For more information, please visit the SED Web site at <http://www.p12.nysed.gov/accountability/ESEADesignations.html>.

### Projected Enrollment Data

	Grade KG	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Total Enrollment
2013-2014 (projections)	-	-	-	-	-	-	-
2014-2015 (projections)	45-55	-	-	-	-	-	45-55
2015-2016 (projections)	45-55	45-55	-	-	-	-	90-110
2016-2017 (projections)	45-55	45-55	45-55	-	-	-	135-165
2017-2018 (projections)	45-55	45-55	45-55	45-55	-	-	180-220
2018-2019 (projections)	45-55	45-55	45-55	45-55	45-55	-	225-275
2019-2020 (projections)	45-55	45-55	45-55	45-55	45-55	45-55	270-330

### Demographic Data

28Q312 has no current enrollment, and therefore, there is no demographic data for the school.

### Performance Data

28Q312 has no current enrollment, and therefore, there is no school performance data for the school.

## V. Initial Impact on Budget and Cost of Instruction

New district schools are provided with a fixed per-school allocation and a variable per-pupil allocation of funds to cover start-up other than personal services (“OTPS”) costs. Based on current one-time allocations for new schools, 28Q312 will receive a fixed allocation of \$80,000 and approximately \$17,595 - \$21,505 in new school OTPS start-up per-pupil allocations during its first year.<sup>24</sup>

In addition, New School’s basic operating budget will be determined by the Fair Student Funding (“FSF”) formula used at all other New York City district public schools. Most funding in schools’ budgets is allocated on a per pupil basis, based on current by the FSF per capita allocation levels. Schools receive additional funds for students with disabilities, ELLs, and those with other supplemental academic needs.

Please refer to the FSF Guide<sup>25</sup> and FY14 School Allocation Memoranda<sup>26</sup> for additional information on cost of instruction and how the changes to FSF funding and other school allocations will be impacted as a

<sup>24</sup> [FY14 School Allocation Memorandum 21: Other Than Personal Services “OTPS” for New Schools](#)

<sup>25</sup> The FSF Guide is available at: [http://schools.nyc.gov/offices/d\\_chanc\\_oper/budget/dbor/allocationmemo/fy13\\_14/FY14\\_PDF/sam01\\_1c.pdf](http://schools.nyc.gov/offices/d_chanc_oper/budget/dbor/allocationmemo/fy13_14/FY14_PDF/sam01_1c.pdf)

<sup>26</sup> The FY14 School Allocation Memoranda is available at: [http://schools.nyc.gov/offices/d\\_chanc\\_oper/budget/dbor/allocationmemo/fy13\\_14/FY14\\_PDF/sam21.pdf](http://schools.nyc.gov/offices/d_chanc_oper/budget/dbor/allocationmemo/fy13_14/FY14_PDF/sam21.pdf)

result of register changes at 28Q312. Staffing changes are at the discretion of the school within the limits of contractual and mandated obligations.

This proposal is not expected to impact initial costs or allocations at P.S. 40 in building Q040.

## **VI. Effect on Personnel Needs, Administration, Transportation and Other Support Services**

### **A. Personnel Needs**

The proposed co-location is not expected to change the number of personnel positions assigned to P.S. 40, nor is it expected to significantly alter the duties of current staff at P.S. 40.

New administrative staff and non-pedagogical positions will be created at 28Q312 over the course of the school's phase-in. 28Q312 is expected to hire additional teachers as each new grade is added. The precise number of positions needed for the 2014-2015 school year will be determined once annual enrollment projections are released in the Spring of 2014. Similarly, the number of new positions created to serve students in the new grades will be determined based on annual enrollment projections that become available as the school grows to serve those grades. New district schools follow the hiring process consistent with the procedures set forth in the collective bargaining agreement between the DOE and UFT.

### **B. Administration**

No change in school supervisory or administrator positions at P.S. 40 are expected as a result of this proposal.

28Q312 is expected to hire school supervisors and/or administrator personnel as needed throughout the course of the school's phase-in.

### **C. Transportation**

Transportation will be provided according to Chancellor's Regulation A-801:  
<http://schools.nyc.gov/NR/rdonlyres/21A1B11A-886B-4F74-9546-E875EE82A14C/40303/A801.pdf>.

This proposal is not expected to impact the transportation schedules of P.S. 40.

### **D. Other Support Services**

The provision of certain support services is described above. Other support services will be provided as consistent with Citywide policy.

## VII. Building Information

<b>Building</b>		Q040
<b>Type of Building</b>		PS
<b>Year Built</b>		1912
<b>Overall BCAS rating</b>		2.64
<b>2011-2012 Target Building Utilization</b>		62%
<b>2011-2012 Target Building Capacity</b>		886
<b>FY 2012 Maintenance Costs</b>	<b>Labor</b>	\$30,406
	<b>Materials</b>	\$12,559
	<b>Maintenance and repair contracts</b>	\$31,164
	<b>Service contracts</b>	\$0
	<b>Custodial operations costs—Materials</b>	\$7,413
	<b>Custodial operations costs— Custodial Allocation</b>	\$249,325
<b>FY 2012 Energy Costs</b>	<b>Electric</b>	\$116,810
	<b>Gas</b>	\$57,705
	<b>Steam</b>	\$0
	<b>Oil</b>	\$24,375
<b>Projects completed during the current or prior school year</b>		Electrical Systems, Exterior Masonry, FY13 Reso A Technology, IEH PO-18-2nd Floor Corridor, Emergency Protective Measures-Hurricane Sandy
<b>Projects proposed in the capital plan</b>		Playground Redevelopment, Exterior Masonry, Parapets, Student Toilets, IP Surveillance Camera Installation
<b>Accessibility of the building</b>		Building is not Functionally Fully Programmatically Accessible
<b>Building attributes</b>		Art Rooms, Auditorium, Cafeteria, Computer Rooms, Gymnasium, Library, Nurse's Office