

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 Achievement First Brooklyn Academy Charter School (84KTBD, "AF Brooklyn Academy") grades kindergarten through four in building K166 ("K166") located at 800 Van Siclen Avenue, Brooklyn, NY 11207, in Community School District 19 beginning in 2014-2015.¹ K166 currently houses J.H.S. 166 George Gershwin (19K166, "J.H.S. 166") and Van Siclen Community Middle School (19K654, "Van Siclen Community Middle School"), both of which are existing middle schools that admit students through the District 19 Middle School Choice Process. J.H.S. 166 is currently phasing out, serving students in seventh and eighth grades. Van Siclen Community Middle School is currently phasing in, serving students in sixth grade. In addition to J.H.S. 166 and Van Siclen Community Middle School, K166 houses UFT Charter School (84K359, "UFT Charter"), an existing public charter school that serves students in ninth through twelfth grade at K166. UFT Charter also serves students in kindergarten through eighth grade in building K292 ("K292"), located at 300 Wyona Street, Brooklyn, NY 11207, in Community School District 19. If this proposal is approved by the Panel for Educational Policy ("PEP"), AF Brooklyn Academy's kindergarten and first grades grade will be co-located in K166 beginning in the 2014-2015 school year and will add one grade every year until it reaches full scale in K166 in 2017-2018, serving students in kindergarten through fourth grade. K166 also houses two community-based organizations ("CBOs"): CAMBA and the East New York Campus Satellite of Medgar Evers College ("ENY").

On March 11, 2013, the Panel for Educational Policy ("PEP") approved a proposal to re-site UFT Charter's sixth through eighth grades from K166 to K292. Accordingly, UFT Charter's kindergarten through eighth grades are located in building K292 ("K292"), which is located at 300 Wyona Street and 301 Vermont Street, Brooklyn, NY, 11207 in District 19, while the school's ninth through twelfth grades are located in building K166. The details of this proposal can be found on the DOE's website at <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2012-2013/Mar112013Proposals.htm>.

On March 11, 2013, the PEP approved a proposal to phase out J.H.S. 166 due to its low performance and inability to improve quickly to better support student needs. J.H.S. 166 currently serves students in seventh and eighth grade and in 2014-2015 will serve students in eighth grade. J.H.S 166 will close after June 2015. The details of this proposal can be found on the DOE's website at <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2012-2013/Mar112013Proposals.htm>.

On March 11, 2013, the PEP also approved a proposal to co-locate Van Siclen Community Middle School in K166 to serve students in sixth through eighth grade. Van Siclen Community Middle School admits students through the District 19 Middle School Choice Process, offering priority to students residing in the K166 residential zone and then using a limited unscreened admissions method. Van Siclen Community Middle School began enrolling sixth grade students in 2013-2014 and will add one grade per year until it is at full scale and serves students in sixth through eighth grade in 2015-2016. The details of this proposal can be found on the DOE's website at <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2012-2013/Mar112013Proposals.htm>.

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 between J.H.S. 166, UFT Charter, Van Siclen Community Middle School and AF Brooklyn Academy. It also includes a proposal for the collaborative usage of shared resources and spaces during the 2014-2015 school year between J.H.S. 166, UFT Charter, Van Siclen Community Middle School and AF Brooklyn Academy, including, but not limited to, cafeterias, libraries, and gymnasiums, 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

¹ 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.

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/78D715EA-EC50-4AD1-82D1-1CAC544F5D30/0/DOEFOOTPRINTSConsolidatedVersion2011_FINAL.pdf.

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 EISs, 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.

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 6-12, the Footprint assumes that students move from class to class and that classrooms should be programmed at maximum efficiency. 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 February 14, 2012 by a representative of the Office of Space Planning, K166 has a total of 59 full-size ("FS") classrooms/spaces,³ 12 half-size ("HS") classrooms/spaces,⁴ 12 quarter-size ("QS") spaces,⁵ and 3.5 FSE of designed administrative office space. K166 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 nurse's office occupies 1.0 FSE of designed administrative space.
- CAMBA, a CBO, occupies 1 half-size space and 2 quarter-size spaces.
- ENY, a CBO, occupies 1 half-size space and 1 quarter-size space.
- The custodian's office occupies 1 quarter-size space.
- The band room occupies 1 full-size space.

Excluding the spaces outlined above, K166 has a total of 58 full-size classrooms, 10 half-size classrooms/spaces, 8 quarter-size spaces, and 2.5 FSE designed administrative office spaces remaining that can be allocated to schools.

Summary	FS	HS	QS	Designed Admin (FSE)
Building Grand Total	59	12	12	3.5
Shared Spaces or Building Services	1	2	4	1.0
Remaining Total to be Allocated	58	10	8	2.5

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 classrooms have an area of less than 240 square feet.

2013-2014 (CURRENT SCHOOL YEAR):

The table below summarizes the total enrollment and number of sections served at each school in 2013-2014:

2013-2014	Grade Span	Enrollment ⁶	GE/ICT Sections	SC Sections
J.H.S. 166	7-8	249	8	3
UFT Charter ⁷	9-12	305	12	0
Van Siclen Community Middle School	6	120	4	2

Van Siclen Community Middle School's baseline has been adjusted in the following manner:

- The DOE has allocated Van Siclen Community Middle School three full-size rooms in lieu of three half-size classrooms for resource and self-contained instruction due to the location of half-size classrooms in the building.

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

⁷ Enrollment is for UFT Charter's ninth through twelfth grades in K166 and does not include its kindergarten through eighth grade enrollment which is served in another building in District 19.

The table below summarizes J.H.S. 166's, UFT Charter's, and Van Siclen Community Middle School's baseline and adjusted baseline footprint allocations, which are based on the methodology described at the beginning of this document and the amount of space that the schools are currently using:

2013-2014		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. 166	Baseline Footprint Allocation	9	4	2.5	0	0	0	2.5	9	4	0	2.5
	Current Space Allocation	18	6	2.5	1	0	3	4.25	19	6	3	2.5
UFT Charter	Baseline Footprint Allocation	12	1	0.0	2	1	0	2.5	14	2	0	0.0
	Current Space Allocation	23	1	0.0	1	3	2	3.0	24	4	2	0.0
Van Siclen Community Middle School	Baseline Footprint Allocation	5	3	0.0	2	0	0	2.0	7	3	0	0.0
	Adjusted Baseline Allocation	8	0	0.0	2	0	0	2.0	10	0	0	0.0
	Current Space Allocation	13	0	0.0	2	0	3	2.75	15	0	3	0.0

As demonstrated in the table above, J.H.S. 166, UFT Charter, and Van Siclen Community Middle School are currently using classrooms in excess of their adjusted baseline footprint allocations. The table below summarizes the available space within K166 after J.H.S. 166, UFT Charter, and Van Siclen Community Middle School have received their baseline and adjusted baseline Footprint allocations, some of which will be allocated to AF Brooklyn Academy in 2014-2015:

2013-2014	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocation	25	4	8	0.0

2014-2015 (FIRST YEAR OF PROPOSED IMPLEMENTATION):

If this proposal to co-locate AF Brooklyn Academy in K166 is approved, in 2014-2015 AF Brooklyn Academy will serve kindergarten and first-grade students in K166. During this school year, J.H.S. 166 will only serve eighth-grade students and Van Siclen Community Middle School will expand to serve sixth- and seventh-grade students. UFT Charter will continue to serve ninth through twelfth grades. The table below summarizes the total projected enrollment and number of sections served at each school in 2014-2015:

2014-2015	Grade Span	Projected Enrollment ⁸	GE/ICT Sections	SC Sections
J.H.S. 166	8	105 - 115	4	1
UFT Charter	9-12	295 - 385	12	0
Van Siclen Community Middle School	6-7	230 - 250	8	4
AF Brooklyn Academy	K-1	150 - 200	6	0

After J.H.S. 166, UFT Charter, Van Siclen Community Middle School, and AF Brooklyn have received their respective baseline and adjusted baseline Footprint allocations of rooms, the following number of rooms will remain unallocated:

2014-2015	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocation	14	3	6	0.0

The excess space will be allocated between J.H.S. 166, UFT Charter, Van Siclen Community Middle School, and AF Brooklyn Academy based upon the following factors: the physical location of the available space in relation to the location of each school within the building and enrollment of the schools.

Van Siclen Community Middle School's baseline has been adjusted in the following manner:

- The DOE has allocated Van Siclen Community Middle School four full-size rooms in lieu of four half-size classrooms for SC special education instruction due to the location of half-size classrooms in the building.

AF Brooklyn Academy's baseline has been adjusted in the following manner:

- The DOE has allocated AF Brooklyn Academy one full-size room in lieu of one half-size classroom for use as resource room due to the location of half-size classrooms in the building.

⁸ 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 2014-2015 room allocation plan for J.H.S. 166, UFT Charter, Van Sicien Community Middle School, and AF Brooklyn Academy based on their baseline and adjusted baseline Footprint allocations, plus the excess space allocation:

2014-2015		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. 166	Baseline Footprint Allocation	5	2	1.5	0	0	0	1.5	2	1	2	0.0	7	3	2	1.5
UFT Charter	Baseline Footprint Allocation	12	1	0.0	2	2	0	3.0	4	1	2	0.0	18	4	2	0.0
Van Sicien Community Middle School	Baseline Footprint Allocation	9	5	1.0	1	0	2	2.5	0	0	0	0.0	10	5	2	1.0
	Adjusted Baseline Allocation	13	1	1.0	1	0	2	2.5	6	1	0	0.0	20	2	2	1.0
AF Brooklyn Academy	Baseline Footprint Allocation	8	2	0.0	2	0	0	2.0	0	0	0	0.0	10	2	0	0.0
	Adjusted Baseline Allocation	9	1	0.0	2	0	0	2.0	2	0	2	0.0	13	1	2	0.0

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

ROOM CHANGE (+/-)	CURRENT 2013-2014 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2014-2015 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. 166	19	6	3	2.5	7	3	2	1.5	-12	-3	-1	-1.0
UFT Charter	24	4	2	0.0	18	4	2	0.0	-6	0	0	0.0
Van Siclen Community Middle School	15	0	3	0.0	20	2	2	1.0	+5	+2	-1	+1.0
AF Brooklyn Academy	0	0	0	0.0	13	1	2	0.0	+13	+1	+2	0.0

2015-2016 (SECOND YEAR OF PROPOSED IMPLEMENTATION):

If the proposal to co-locate AF Brooklyn Academy in K166 is approved, in 2015-2016 AF Brooklyn Academy will expand to serve kindergarten through second-grade students in K166. J.H.S. 166 will have finished its phase-out and will no longer serve students and Van Siclen Community Middle School will expand to serve students in sixth through eighth grades. UFT Charter will continue to serve ninth through twelfth grades. 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 ⁹	GE/ICT Sections	SC Sections
UFT Charter	9-12	320-420	12	0
Van Siclen Community Middle School	6-8	345-375	12	6
AF Brooklyn Academy	K-2	225-290	9	0

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

After UFT Charter, Van Sicten Community Middle School, and AF Brooklyn have received their respective adjusted baseline Footprint allocations 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 Allocation	14	0	2	0.0

The excess space will be allocated between UFT Charter, Van Sicten Community Middle School, and AF Brooklyn Academy based upon the following factors: the physical location of the available space in relation to the location of each school within the building and enrollment of the schools.

Van Sicten Community Middle School's baseline has been adjusted in the following manner:

- The DOE has allocated Van Sicten Community Middle School five full-size rooms in lieu of five half-size classrooms for SC special education instruction due to an insufficient number of half-size classrooms on the floor on which the school is located.

The table below summarizes the full 2014-2015 room allocation plan for J.H.S. 166, UFT Charter, Van Sicten Community Middle School, and AF Brooklyn Academy based on their baseline and 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)
UFT Charter	Baseline Footprint Allocation	12	1	0.0	1	3	2	3.0	7	0	0	0.0	20	4	2	0.0
	Adjusted Baseline Allocation	18	2	2.5	0	0	2	3.0	2	0	0	0.0	20	2	2	2.5
Van Sicten Community Middle School	Baseline Footprint Allocation	13	7	2.5	0	0	2	3.0	0	0	0	0.0	13	7	2	2.5
	Adjusted Baseline Allocation	18	2	2.5	0	0	2	3.0	2	0	0	0.0	20	2	2	2.5
Brooklyn Academy	Baseline Footprint Allocation	12	2	0.0	1	2	2	2.5	5	0	2	0.0	18	4	4	0.0

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

ROOM CHANGE (+/-)	PROPOSED 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. 166	7	3	2	1.5	0	0	0	0.0	-7	-3	-2	-1.5
UFT Charter	18	4	2	0.0	20	4	2	0.0	+2	0	0	0.0
Van Siclen Community Middle School	20	2	2	1.0	20	2	2	2.5	0	0	0	+1.5
AF Brooklyn Academy	13	1	2	0.0	18	4	4	0.0	+5	+3	+2	0.0

2016-2017 (THIRD YEAR OF PROPOSED IMPLEMENTATION):

If this proposal is approved, in 2016-2017 AF Brooklyn Academy will expand to serve kindergarten through third-grade students. Van Siclen Community Middle School will continue to serve sixth through eighth grades, and UFT Charter will continue to serve ninth through twelfth grades. The table below summarizes the total projected enrollment and projected number of sections served at each school in 2016-2017:

2016-2017	Grade Span	Projected Enrollment ¹⁰	GE/ICT Sections	SC Sections
UFT Charter	9-12	320-420	12	0
Van Siclen Community Middle School	6-8	345-375	12	6
AF Brooklyn Academy	K-3	315-415	12	0

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

After UFT Charter, Van Siclen Community Middle School, and AF Brooklyn have received their respective baseline and adjusted baseline Footprint 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 Allocation	10	2	0	0.0

The excess space will be allocated between UFT Charter, Van Siclen Community Middle School, and AF Brooklyn Academy based upon the following factors: the physical location of the available space in relation to the location of each school within the building and enrollment of the schools.

Van Siclen Community Middle School's baseline has been adjusted in the following manner:

- As described in the year above, the DOE has allocated Van Siclen Community Middle School five full-size rooms in lieu of five half-size classrooms for SC special education instruction due to an insufficient number of half-size classrooms on the floor on which the school is located.

The table below summarizes the full 2016-2017 room allocation plan for UFT Charter, Van Siclen Community Middle School, and AF Brooklyn Academy based on their baseline and 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	Design ed Admin (FSE)	Full Size Rooms	Half Size Rooms	Quart er 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 Designe d Admin (FSE)
UFT Charter	Baseline Footprint Allocation	12	1	0.0	2	1	2	3.0	4	2	0	0.0	18	4	2	0.0
	Adjusted Baseline Allocation	18	2	2.5	0	0	2	3.0	2	0	0	0.0	20	2	2	2.5
Van Siclen Community Middle School	Baseline Footprint Allocation	13	7	2.5	0	0	2	3.0	0	0	0	0.0	13	7	2	2.5
	Adjusted Baseline Allocation	18	2	2.5	0	0	2	3.0	2	0	0	0.0	20	2	2	2.5
Brooklyn Academy	Baseline Footprint Allocation	15	2	0.0	1	2	4	3.0	4	0	0	0.0	20	4	4	0.0
	Adjusted Baseline Allocation	18	2	2.5	0	0	2	3.0	2	0	0	0.0	20	2	2	2.5

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)
UFT Charter	20	4	2	0.0	18	4	2	0.0	-2	0	0	0.0
Van Siclen Community Middle School	20	2	2	2.5	20	2	2	2.5	0	0	0	0.0
AF Brooklyn Academy	18	4	4	0.0	20	4	4	0.0	+2	0	0	0.0

2017-2018 (FOURTH AND FINAL YEAR OF PROPOSED IMPLEMENTATION):

If this proposal is approved, in 2017-2018, AF Brooklyn Academy will expand to serve kindergarten through fourth-grade students. Van Siclen Community Middle School will continue to serve sixth through eighth grades, and UFT Charter will continue to serve ninth through twelfth grades.

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

2017-2018	Grade Span	Projected Enrollment ¹¹	GE/ICT Sections	SC Sections
UFT Charter	9-12	320-420	12	0
Van Siclen Community Middle School	6-8	345-375	12	6
AF Brooklyn Academy	K-4	385-505	15	0

¹¹ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

After UFT Charter, Van Siclen Community Middle School, and AF Brooklyn have received their respective adjusted baseline Footprint allocations 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 Allocation	7	0	2	0.0

The excess space will be allocated between J.H.S. 166, UFT Charter, Van Siclen Community Middle School, and AF Brooklyn Academy based upon the following factors: the physical location of the available space in relation to the location of each school within the building and enrollment of the schools.

Van Siclen Community Middle School's baseline has been adjusted in the following manner:

- The DOE has allocated Van Siclen Community Middle School five full-size rooms in lieu of five half-size classrooms for SC special education instruction due to an insufficient number of half-size classrooms on the floor on which the school is located.

The table below summarizes the 2017-2018 room allocation plan for Van Siclen Community Middle School, UFT Charter and AF Brooklyn Academy based on their baseline and adjusted baseline Footprint 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)
UFT Charter	Baseline Footprint Allocation	12	1	0.0	1	3	2	3.0	2	0	0	0.0	15	4	2	0.0
Van Siclen Community Middle School	Baseline Footprint Allocation	13	7	2.5	0	0	2	3.0	0	0	0	0.0	13	7	2	2.5
	Adjusted Baseline Allocation	18	2	2.5	0	0	2	3.0	2	0	0	0.0	20	2	2	2.5
AF Brooklyn Academy	Baseline Footprint Allocation	18	2	0.0	2	2	2	3.5	3	0	2	0.0	23	4	4	0.0

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)
UFT Charter	18	4	2	0.0	15	4	2	0.0	-3	0	0	0.0
Van Siclen Community Middle School	20	2	2	2.5	20	2	2	2.5	0	0	0	0.0
AF Brooklyn Academy	20	4	4	0.0	23	4	4	0.0	+3	0	0	0.0

These are the final allocations for the schools in K166.

Shared Space Plan

A proposed Shared Space plan for the 2014-2015 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 K166. The final shared space schedule will be collaboratively drafted by the Building Council if the proposed co-locations are approved by the PEP.

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, 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. 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. School days at Achievement First elementary schools typically run from 7:15 a.m. to 4:00 p.m. As such, the DOE anticipates that the school day for the new elementary school's day will also start at 7:15 a.m. and end at 4:00 p.m. 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 AF Brooklyn Academy 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 times that are currently allocated to J.H.S. 166, UFT Charter, and Van Siclen Community Middle School 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 2014-2015 school year.

In planning how J.H.S. 166, UFT Charter, Van Siclen Community Middle School and AF Brooklyn Academy 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 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.

Cafeteria

Cafeteria

- There is one cafeteria in the building, which has the capacity to hold 756 students.
- The total time allocated to each organization in the cafeteria is primarily based upon J.H.S. 166's, UFT Charter's, and Van Siclen Community Middle School's current use of the cafeteria, the projected enrollment of each school in K166 during 2014-2015, the capacity of the cafeteria, and the grade levels served by each school. Each organization will be able to accommodate its students in the cafeteria within this proposed allocation of time.
- In the proposed plan below, J.H.S. 166, UFT Charter, Van Siclen Community Middle School, and AF Brooklyn Academy are allocated separate lunch times in the cafeteria. In the proposed plan, J.H.S. 166 will be allocated 30 minutes daily, or 2.5 hours weekly, in the cafeteria from 1:00 p.m. to 1:30 p.m. UFT Charter will be allocated 1 hour and 45 minutes daily, or 8.75 hours weekly, in the cafeteria, from 11:15 a.m. to 1:00 p.m. Van Siclen Community Middle School will be

allocated 1 hour and 30 minutes daily, or 7.5 hours weekly, in the cafeteria, from 1:00 p.m. to 2:30 p.m. AF Brooklyn Academy has been allocated 45 minutes daily, or 3.75 hours weekly from 10:30 a.m.- 11:15 a.m.

- With regard to breakfast, the DOE notes that, traditionally, not all students have opted to participate in the breakfast program at J.H.S. 166, Van Siclen Community Middle School and UFT Charter. J.H.S. 166 is allocated from 7:30 a.m. - 8:00 a.m. for breakfast, UFT has been allocated from 7:30 a.m.- 8:00 a.m., Van Siclen Community Middle School has been allocated 7:00 a.m. – 8:00 a.m, and AF Brooklyn Academy has been allocated from 7:00 a.m. – 7:15 a.m.

Gymnasium, Library, and Auditorium

Gymnasium

- There is one gymnasium in the building, which has the capacity to hold 410 students.
- The DOE proposes that the gymnasium be allocated relative to the projected enrollments of each school.
- In the proposed schedule, J.H.S. 166 is allocated 0.75 hours a day (3.75 hours weekly) in the gymnasium. AF Brooklyn Academy is allocated 1.5 hours daily (7.5 hours weekly) and Van Siclen Community Middle School is allocated 2 hours daily (10 hours weekly). UFT Charter is allocated the largest amount of time in the gymnasium, 2.5 hours daily (12.5 hours weekly), because it will serve the greatest number of students and grade levels. Although J.H.S. 166, UFT Charter, Van Siclen Community Middle School, and AF Brooklyn Academy's times in the gymnasium overlap with their designated times in other shared spaces, the DOE notes that not all students follow the same schedule and students may transition from one area to another.

Library

- There is one library in the building.
- The DOE proposes that the library be allocated relative to the projected enrollments of each school.
- J.H.S. 166 is allocated 1 hour daily (5 hours weekly) in the library. AF Brooklyn Academy is allocated 1.25 hours daily (6.25 hours weekly) in the library and Van Siclen Community Middle School is allocated 2 hours daily (10 hours weekly) in the library. The DOE proposes that UFT Charter receive the greatest amount of time in the library, 2.5 hours daily (12.5 hours weekly), because it will serve the greatest number of students and grade levels. Although J.H.S. 166, UFT Charter, and Van Siclen Community Middle School's times in the library overlap with their designated times in other shared spaces, the DOE notes that not all students follow the same schedule and students may transition from one area to another.

Auditorium

- There is one auditorium in the building, which has the capacity to hold 550 students.
- The DOE proposes that the auditorium be allocated relative to the projected enrollments of each school.

- J.H.S. 166 is allocated 1 hour daily (5 hours weekly) in the auditorium. AF Brooklyn Academy is allocated 1.25 hours daily (6.25 hours weekly). Van Siclen Community Middle School is allocated 2 hours daily (10 hours weekly) in the auditorium. The DOE proposes that UFT Charter receive the greatest amount of time in the auditorium, 2.5 hours daily (12.5 hours weekly), because it will serve the greatest number of students and grade levels. Although J.H.S. 166, UFT Charter, Van Siclen Community Middle School, and AF Brooklyn Academy's times in the auditorium overlap with their designated times in other shared spaces, the DOE notes that not all students follow the same schedule and students may transition from one area to another.

Band Room

- There is one band room in the building.
- The DOE proposes that the band room be allocated relative to the projected enrollments of each school.
- J.H.S. 166 is allocated 1 hour daily (5 hours weekly) in the band room. AF Brooklyn Academy is allocated 1.5 hours daily (7.5 hours weekly) and Van Siclen Community Middle School is allocated 2 hours daily (10 hours weekly) in the band room. The DOE proposes that UFT Charter receive the greatest amount of time in the band room, 2.25 hours daily (11.25 hours weekly), because it will serve the greatest number of students and grade levels. Although J.H.S. 166, UFT Charter, Van Siclen Community Middle School, and AF Brooklyn Academy's times in the band room overlap with their designated times in other shared spaces, the DOE notes that not all students follow the same schedule and students may transition from one area to another.

After-School Programs

- The DOE notes that currently the shared spaces are not allocated for after school hours. In the schedule below, the DOE does not allocate this space beyond 3:00 pm. Thus, the Building Council should allocate this space as needed for after-school programs.
- As noted above, AF Brooklyn Academy is a new school that has not opened yet, and as a result it does not yet have an after-school schedule. AF Brooklyn Academy and any other school in K166 that chooses to offer extended day or after-school programming will have to manage scheduling of shared spaces using the process outlined below.
- 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 members comes to an agreement on the final shared space plan collaboratively. This agreement could result in UFT Charter, Van Siclen Community Middle School and J.H.S. 166 changing their use of the shared space once AF Brooklyn Academy is co-located in the building.

In 2014-2015, J.H.S. 166 is projected to serve 105-115 students, UFT Charter School is projected to serve 295-385 students, Van Siclen Community Middle School is projected to serve 230-250 students, and AF Brooklyn Academy is projected to serve 150-200 students. Based on information from the Office of Pupil Transportation's bus schedules for the earliest start and latest end times of the school day, J.H.S. 166's school day runs from approximately 8:00 a.m. to 3:00 p.m.; UFT Charter school day runs approximately from 8:00 a.m. to 3:00 p.m.; and Van Siclen Community Middle School's school day runs from 8:30 a.m. to 2:50 p.m. on Mondays, Wednesdays, and Fridays and from 8:30 a.m. to 3:39 p.m. on Tuesdays and Thursdays.¹² Since AF Brooklyn Academy would be a new school, it does not yet have current school start or end times. Typically, Achievement First elementary schools run from about 7:15a.m. to 4:00p.m. each day.^{13,14}

¹² <http://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/schTrans.aspx?coptsch=19358>

¹³ <http://www.achievementfirst.org/careers/teacher-faqs/>

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: 756)	<p><u>Breakfast:</u> AF Brooklyn Academy 7:00a.m.- 7:15a.m. UFT Charter 7:30a.m.-8:00a.m. Van Siclen Community Middle School 8:00a.m.-8:30a.m. J.H.S. 166 7:30a.m.-8:00a.m.</p>	<p><u>Breakfast:</u> AF Brooklyn Academy 7:00a.m.- 7:15a.m. UFT Charter 7:30a.m.-8:00a.m. Van Siclen Community Middle School 8:00a.m.-8:30a.m. J.H.S. 166 7:30a.m.-8:00a.m.</p>	<p><u>Breakfast:</u> AF Brooklyn Academy 7:00a.m.- 7:15a.m. UFT Charter 7:30a.m.-8:00a.m. Van Siclen Community Middle School 8:00a.m.-8:30a.m. J.H.S. 166 7:30a.m.-8:00a.m.</p>	<p><u>Breakfast:</u> AF Brooklyn Academy 7:00a.m.- 7:15a.m. UFT Charter 7:30a.m.-8:00a.m. Van Siclen Community Middle School 8:00a.m.-8:30a.m. J.H.S. 166 7:30a.m.-8:00a.m.</p>	<p><u>Breakfast:</u> AF Brooklyn Academy 7:00a.m.- 7:15a.m. UFT Charter 7:30a.m.-8:00a.m. Van Siclen Community Middle School 8:00a.m.-8:30a.m. J.H.S. 166 7:30a.m.-8:00a.m.</p>
	<p><u>Lunch:</u> AF Brooklyn Academy 10:30a.m.- 11:15a.m. UFT Charter 11:15a.m.- 1:00p.m Van Siclen Community Middle School 1:00p.m.-2:30p.m. J.H.S. 166 1:00p.m.-1:30p.m.</p>	<p><u>Lunch:</u> AF Brooklyn Academy 10:30a.m.- 11:15a.m. UFT Charter 11:15a.m.- 1:00p.m Van Siclen Community Middle School 1:00p.m.-2:30p.m. J.H.S. 166 1:00p.m.-1:30p.m.</p>	<p><u>Lunch:</u> AF Brooklyn Academy 10:30a.m.- 11:15a.m. UFT Charter 11:15a.m.- 1:00p.m Van Siclen Community Middle School 1:00p.m.-2:30p.m. J.H.S. 166 1:00p.m.-1:30p.m.</p>	<p><u>Lunch:</u> AF Brooklyn Academy 10:30a.m.- 11:15a.m. UFT Charter 11:15a.m.- 1:00p.m Van Siclen Community Middle School 1:00p.m.-2:30p.m. J.H.S. 166 1:00p.m.-1:30p.m.</p>	<p><u>Lunch:</u> AF Brooklyn Academy 10:30a.m.- 11:15a.m. UFT Charter 11:15a.m.- 1:00p.m Van Siclen Community Middle School 1:00p.m.-2:30p.m. J.H.S. 166 1:00p.m.-1:30p.m.</p>

¹⁴ If AF Brooklyn Academy or Van Siclen Community Middle School's start and end times differ from the proposed schedule, the Building Council can adjust the shared space schedule as needed.

<p>Gymnasium (Capacity: 410)</p>	<p>UFT Charter 8:00a.m.-10:30a.m.</p> <p>AF Brooklyn Academy 10:30a.m.- 12:00p.m.</p> <p>J.H.S. 166 12:00p.m.-12:45p.m.</p> <p>Van Siclen Community Middle School 12:45p.m.-2:45p.m.</p>	<p>UFT Charter 8:00a.m.-10:30a.m.</p> <p>AF Brooklyn Academy 10:30a.m.- 12:00p.m.</p> <p>J.H.S. 166 12:00p.m.-12:45p.m.</p> <p>Van Siclen Community Middle School 12:45p.m.-2:45p.m.</p>	<p>UFT Charter 8:00a.m.-10:30a.m.</p> <p>AF Brooklyn Academy 10:30a.m.- 12:00p.m.</p> <p>J.H.S. 166 12:00p.m.-12:45p.m.</p> <p>Van Siclen Community Middle School 12:45p.m.-2:45p.m.</p>	<p>UFT Charter 8:00a.m.-10:30a.m.</p> <p>AF Brooklyn Academy 10:30a.m.- 12:00p.m.</p> <p>J.H.S. 166 12:00p.m.-12:45p.m.</p> <p>Van Siclen Community Middle School 12:45p.m.-2:45p.m.</p>	<p>UFT Charter 8:00a.m.-10:30a.m.</p> <p>AF Brooklyn Academy 10:30a.m.- 12:00p.m.</p> <p>J.H.S. 166 12:00p.m.-12:45p.m.</p> <p>Van Siclen Community Middle School 12:45p.m.-2:45p.m.</p>
<p>Library</p>	<p>Van Siclen Community Middle School 8:00a.m.-10:00a.m.</p> <p>J.H.S. 166 10:00a.m.-11:00a.m.</p> <p>UFT Charter 11:00a.m.-1:30p.m.</p> <p>AF Brooklyn Academy 1:30p.m.- 2:45p.m</p>	<p>Van Siclen Community Middle School 8:00a.m.-10:00a.m.</p> <p>J.H.S. 166 10:00a.m.-11:00a.m.</p> <p>UFT Charter 11:00a.m.-1:30p.m.</p> <p>AF Brooklyn Academy 1:30p.m.- 2:45p.m</p>	<p>Van Siclen Community Middle School 8:00a.m.-10:00a.m.</p> <p>J.H.S. 166 10:00a.m.-11:00a.m.</p> <p>UFT Charter 11:00a.m.-1:30p.m.</p> <p>AF Brooklyn Academy 1:30p.m.- 2:45p.m</p>	<p>Van Siclen Community Middle School 8:00a.m.-10:00a.m.</p> <p>J.H.S. 166 10:00a.m.-11:00a.m.</p> <p>UFT Charter 11:00a.m.-1:30p.m.</p> <p>AF Brooklyn Academy 1:30p.m.- 2:45p.m</p>	<p>Van Siclen Community Middle School 8:00a.m.-10:00a.m.</p> <p>J.H.S. 166 10:00a.m.-11:00a.m.</p> <p>UFT Charter 11:00a.m.-1:30p.m.</p> <p>AF Brooklyn Academy 1:30p.m.- 2:45p.m</p>
<p>Auditorium (Capacity: 550)</p>	<p>Van Siclen Community Middle School 8:00a.m.-10:00a.m.</p> <p>J.H.S. 166 10:00a.m.-11:00a.m.</p> <p>UFT Charter 11:00a.m.-1:30p.m.</p> <p>AF Brooklyn Academy 1:30p.m.- 2:45p.m</p>	<p>Van Siclen Community Middle School 8:00a.m.-10:00a.m.</p> <p>J.H.S. 166 10:00a.m.-11:00a.m.</p> <p>UFT Charter 11:00a.m.-1:30p.m.</p> <p>AF Brooklyn Academy 1:30p.m.- 2:45p.m</p>	<p>Van Siclen Community Middle School 8:00a.m.-10:00a.m.</p> <p>J.H.S. 166 10:00a.m.-11:00a.m.</p> <p>UFT Charter 11:00a.m.-1:30p.m.</p> <p>AF Brooklyn Academy 1:30p.m.- 2:45p.m</p>	<p>Van Siclen Community Middle School 8:00a.m.-10:00a.m.</p> <p>J.H.S. 166 10:00a.m.-11:00a.m.</p> <p>UFT Charter 11:00a.m.-1:30p.m.</p> <p>AF Brooklyn Academy 1:30p.m.- 2:45p.m</p>	<p>Van Siclen Community Middle School 8:00a.m.-10:00a.m.</p> <p>J.H.S. 166 10:00a.m.-11:00a.m.</p> <p>UFT Charter 11:00a.m.-1:30p.m.</p> <p>AF Brooklyn Academy 1:30p.m.- 2:45p.m</p>

Band Room	J.H.S. 166 8:00a.m.-9:00a.m.				
	Van Siclen Community Middle School 9:00a.m.-11:00a.m.				
	AF Brooklyn Academy 11:00a.m.- 12:30p.m.				
	UFT Charter 12:30p.m.-2:45p.m.				

Building Safety and Security

Pursuant to Chancellor’s Regulation A-414¹⁵, 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 leaders/designees of J.H.S. 166, UFT Charter, Van Siclen Community Middle School and AF Brooklyn Academy will be part of the K166 School Safety Committee. As a member of the School Safety Committee, the leaders/designees of Van Siclen Community Middle School and AF Brooklyn Academy 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 Van Siclen Community Middle School and AF Brooklyn Academy will be addressed on an ongoing basis. Moreover, the Safety Plan for the K166 school buildings will be modified as appropriate to meet any changing security needs associated with the co-location. The leaders/designees of J.H.S. 166, UFT Charter, Van Siclen Community Middle School and AF Brooklyn Academy will enter information in the K166 schools’ overall Safety Plan to ensure the safe operation of the school building.

¹⁵ Chancellor’s Regulation A-414 is located here: <http://schools.nyc.gov/NR/rdonlyres/381F4607-7841-4D28-B7D5-0F30DDB77DFA/80066/A414FINAL.pdf>

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 K166 school buildings 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 2011,¹⁶ 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 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 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 BUP and its campus implementation.

¹⁶ Campus Policy Memo 2011 is available at <http://schools.nyc.gov/community/campusgov>, under "Key Documents".