

REVISED BUILDING UTILIZATION PLAN

On December 17, 2010, the New York City Department of Education (“DOE”) issued an Educational Impact Statement (“EIS”) describing a proposal to site the new public charter school Success Academy Charter School¹ (“SACS”) in the Brandeis Educational Campus, Building M470 (“M470” or the “Brandeis Campus”), where it would co-locate with Louis D. Brandeis High School (03M470, “Brandeis High School”), The Urban Assembly School for Green Careers (03M402, “Green Careers”), The Global Learning Collaborative (03M403, “Global Learning”), Innovation Diploma Plus (03M404, “Diploma Plus”), and Frank McCourt High School (03M417, “Frank McCourt”). The proposal was approved by the Panel for Educational Policy (“PEP”) on February 1, 2011.

The DOE is now revising this proposal.

The Building Utilization Plan (“BUP”) for this proposal, originally published on December 17, 2010, has been revised in the following manner:

- the proposed shared space schedule has been revised and the DOE has clarified the rationale for the amount of time that each co-located school is allocated in the shared spaces under this proposal;
- the current enrollment information for all DOE schools has been updated to reflect the 2010-11 Audited Register (which was not available at the time the BUP was originally published);
- the number of students that Green Careers is projected to serve in 2011-2012 has been revised to reflect budget register projections² for 2011-2012.
- the allocation of space between all school organizations has been revised to address mathematical inconsistencies in the original BUP, and additional information about planned construction;
- the science labs have been included as shared spaces and have not been allocated to the individual schools;
- room allocation charts have been added for each school during each year;
- updated and more detailed information has been provided regarding planned construction projects in the building; and
- the formatting of the room allocation charts in the original BUP has been altered to make them easier to understand.

Pursuant to the New York State Charter Schools Act of 1998 (as amended May 2010), the following revised plan outlines the proposed allocation of classrooms and administrative space between SACS, Brandeis High School, Green Careers, Global Learning, Diploma Plus, and Frank McCourt. It also includes a proposal for the collaborative usage of shared resources and spaces, which can include cafeterias, libraries, gymnasiums, and recreational areas, which assures equitable access to such facilities between SACS and Brandeis High School, Green Careers, Global Learning, Diploma Plus, and Frank McCourt. Information about the impact on building safety and security, proposed strategies for communication and collaborative decision-making between the co-located schools, and a description of the shared space committee is also included. Please refer to the Revised EIS to which this plan is attached for further information about the proposed co-location.

The final shared space schedule will be decided upon by the Building Council if this Revised Proposed co-location is approved by the PEP.

¹ SACS has since received permission from its authorizer to change its name to Upper West Success Academy. Because the original EIS and BUP used the SACS name, this revised BUP uses that name as well.

² Budget register projections are the official enrollment projections for the following academic year, and provide the basis for the financial budget of each school based on the number of students in total, and the number of students requiring Individualized Education Plans (“IEPs”) and English Language Learner (“ELL”) services. These projections were finalized in April 2011.

METHODOLOGY

We have applied the New York City Department of Education’s (“DOE”) Citywide Instructional Footprint (“Footprint”)³ 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 ADMINSTRATIVE 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 K-5, and for pre-kindergarten programs, the Footprint assumes that classes are self-contained. Therefore, the Footprint allocates one full-size classroom for each general education or Collaborative Team Teaching section and a full-size or half-size classroom to accommodate each self-contained special education section served by the school. In addition to these capacity generating instructional rooms, schools serving grades K-5 receive an allocation of cluster or specialty classrooms proportionate to the number of students enrolled. These classes 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
750-1,250	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 allocates one full-size classroom for each general education or Collaborative Team Teaching section and a full-size or half-size classroom to accommodate each self-contained special education section served by the school. The Footprint does not require that every teacher have his or her own designated classroom. Principals are asked to program their schools efficiently so that classrooms can be used for multiple purposes throughout the course of the school day as appropriate.

³ 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/ronlyres/8CF30F41-DE25-4C30-92DE-731949919FC3/87633/NYCDOE_Instructional_Footprint_Final9210TNT.pdf.

All schools receive a baseline of the approximate equivalent of 3.5 full-size classrooms⁴ for administrative services, student support services, and resource rooms. Additional resource rooms and administrative rooms are allocated based on grade level and enrollment scale of each school. Any space not allocated pursuant to the Footprint 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.

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 walkthrough and survey performed on November 9, 2010 by James Dekeles, Director of Space Planning, building M470 has a total of 67 full-size classrooms,⁵ 3 full-size trifacial science labs, 7 full-size science demo classrooms⁶, 14 half-size classrooms⁷ and the equivalent of 15.5 full-size designed administrative office spaces that are available for use by the schools in the building. The M470 building also contains 3 gymnasium spaces, 2 fitness rooms, an auditorium, a lunchroom, a library, a dance studio, a garden, and a playground.

In addition to the schools above, there is a Living for the Young Family through Education (“LYFE”) center in M470. LYFE centers support pregnant and parenting students enrolled in a New York City Department of Education school by providing childcare and referral services. Currently, the LYFE center operates out of 1 full-size space/classroom in the M470 building. There will be no impact on the LYFE Center as a result of the proposed co-location.

There is also a school-based health clinic, St. Luke’s, in the M470 building operating as an extension clinic of a hospital group that includes: St. Luke’s Roosevelt Hospital – St. Luke’s Hospital Division, St. Luke’s Roosevelt Hospital Center - Roosevelt Hospital Division. It is licensed to provide the following services to financially eligible residents of Bronx, Kings, New York, Queens, and Richmond counties: health education O/P, immunology, medical social services O/P, nursing, primary medical care O/P, psychology O/P, venereal disease prevention, and well child care O/P. The St. Luke’s school-based health clinic currently operates out of 1 full-size space/classroom. There will be no impact on the St. Luke’s school based health clinic as a result of the proposed co-location.

⁴ Due to the configuration of the various DOE buildings across New York City, schools may be given the equivalent of 3 full-size classrooms for student support services and one half-size resource room, which could be equal to 2 full-size classroom, and 3 half-size classrooms or 1 full-size classrooms and 5 half-size classrooms, etc.

⁵ Full-size classrooms have an area of 500 square feet or more.

⁶ These science demonstration rooms are treated as full-sized classrooms for purposes of the room allocation charts below. Thus, for purposes of those charts there are 74 full-size rooms in the building at present.

⁷ Half-size classrooms have an area of less than 500 square feet.

Lastly, there are two other organizations that have been allocated space to operate out of along with the school organizations in the M470 building.⁸ The first one is School Safety which operates out of 1 half-size space/classroom. Secondly, the Grand Street Settlement also operates out of 1 half-size space/classroom in the M470 building. The Grand Street Settlement is a community services agency that works with at-risk kids. There will be no impact on either program as a result of the proposed co-location.

In accordance with Chancellor's Regulation A-190, any capital expenditure or facility upgrade expenditure in excess of \$5,000 made by or for the benefit of a co-located public charter school to upgrade its facilities must be approved in advance by the DOE, and the DOE must then ensure that an equal amount of capital expenditures or facilities upgrade expenditures are made on each co-located DOE school. In M470, we do not anticipate that SACS would require additional work beyond the work described below.

At present, the DOE is engaged in restructuring the M470 facility to accommodate multiple school organizations into an Educational Campus. Facilities needs for SACS would be completed as part of this restructuring. We estimate that \$500,000 of this budget will be applied towards renovations to create a multi-purpose space⁹ for elementary students to use as a cafeteria and gymnasium, and to convert administrative space into classroom space in order to accommodate a fifth school in the building. These projects will not negatively impact the utility of any of the capital improvement projects completed to date as part of the facility restructuring and modernization.

If the estimated \$500,000 in facilities projects proceed as planned, the DOE would ensure that each of the other schools located in the building received equal matching expenditures. If the estimate of the work to accommodate SACS exceeds \$500,000, the amount spent for each of the other co-located schools would correspondingly increase. Planned facilities work for the benefit of the high schools in the building includes the construction of a black box theatre, renovation of the high schools' gymnasiums and locker room space, and construction of a high school CTE room and instructional space.

As noted above, the existing proposed restructuring plan calls for the conversion of current administrative spaces to create 2 additional full-size classrooms, 2 additional half-size classrooms, and no additional administrative spaces in the first year, 2011-2012.¹⁰ The DOE also plans to convert one existing double-size room into two classroom spaces, and convert one existing classroom space into a black box theatre that would be shared among the high schools. After this work is complete, M470 would have a total of 69 full-size classrooms, 3 science labs, 7 science demo lab spaces (bringing the total number of full-size spaces to 76 for purposes of the allocation charts, which exclude shared spaces), 16 half-size classrooms, and 12.5 full-size designed administrative spaces available for allocation.

The following year, after Brandeis High School closes, the proposed restructuring plan would create an additional 2 full-size classrooms by converting existing administrative spaces, and constructing a CTE room would be completed. The DOE would also renovate the high school gymnasiums and locker rooms. Following the completion of that restructuring, M470 would have a total of 72 full-size classrooms (bringing the total number of full-size spaces to 79 for purposes of the allocation charts), 7 science demo lab spaces, 3 trifacial science labs, 16 half-size classrooms and 10.5 full-size designed administrative

⁸ There is also a Young Adult Borough Center ("YABC") which uses space in the building outside of the ordinary academic day. Because the YABC does not have any permanent space in the building currently, and is being moved out of the building next year because of enrollment declines, it is not addressed by this BUP.

⁹ The multi-purpose space would be created by repurposing and renovating 4 classrooms currently used for storage. These classrooms are not included in the building capacity or allocation totals provided below.

¹⁰ Work on this project has already begun. The DOE would have converted these administrative spaces into classrooms whether or not SACS was proposed for co-location, because the DOE's plans for the Brandeis Campus contemplated the addition of another school to the building.

spaces. As noted above, science demo lab spaces are included in individual school allocations, whereas the 3 trifacial science labs will continue to be shared among the 4 high schools in the building.

2010-2011

Brandeis High School is in the process of phasing out, which means that the school no longer accepts new ninth or tenth grade students. Brandeis High School is scheduled to close in June 2012. Brandeis High School currently enrolls 685 students¹¹ across grades 11-12¹² in 32 programmed classes/sections (including students with disabilities). The table below summarizes Brandeis High School's baseline Footprint allocation, which is based on the methodology described at the beginning of this document, and the amount of space that Brandeis High School is currently using.

2010-2011:			Administrative Spaces			
Brandeis High School	Full Size Classrooms	Half Size Classrooms	Designed Admin (FSE)	Full-size Space	Half-size Space	Total Admin (FSE)
Baseline Footprint Allocation	32	4	5	0	0	5
Current Space Allocation	37	7	10	0	0	10

As can be seen from the chart, Brandeis High School is currently over its baseline footprint by 5 full-size rooms, 3 half-size classrooms and 5 full-size equivalent rooms of administrative space.

Green Careers opened in September 2009 and currently serves 183 students in grades 9-10¹³ in 8 programmed classes/sections (including students with disabilities). At full-scale, Green Careers will serve 425-450 students in grades nine through twelve in 16 sections. Green Careers is a Career and Technical Education ("CTE") demonstration school site that opened as part of the Mayor's CTE initiative.

¹¹ This figure includes only the number of students who regularly attend the school, and thus does not include Long Term Absences ("LTAs"), students who had been absent continuously for 30 days or more as of October 31st, 2009. This methodology is consistent with the manner in which the DOE conducts planning and calculates space allocations and funding for all schools. It is appropriate to exclude LTAs for space planning purposes because LTAs do not currently attend the school, and thus are not occupying "seats" in the building.

¹² 2010-2011 Audited Register. As Brandeis High School phases out, some students are technically classified in grades "no longer served" at the school. This occurs in situations where current students have not accumulated sufficient credits to be promoted to the next grade. For example, a ninth-grade student who only earned four credits during the 2009-10 school year would still technically be considered a ninth-grade student in 2010-11. In 2010-2011, there are 57 such ninth graders and 190 such tenth graders currently being served at Brandeis High School. These students have access to appropriate courses to support their continued progress toward graduation.

¹³ 2010-2011 Audited Register.

The table below summarizes Green Careers' baseline Footprint allocation and the amount of space that Green Careers is currently using.

2010-2011:	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			Total Admin (FSE)
Green Careers			Designed Admin (FSE) ¹⁴	Full-size Space	Half-size Space	
Baseline Footprint Allocation	8	1	2	0	0	2
Current Space Allocation	11	0	1	0	1	1.5

Green Careers has a full-size classroom in lieu of two half-size classrooms. Green Careers is currently over its baseline footprint by 2 full-size classrooms.

Global Learning opened in September 2009 and currently serves 209 students in grades 9-10¹⁵ in 8 programmed classes/sections (including students with disabilities). At full-scale, Global Learning will serve 425-450 students in grades nine through twelve in 16 sections. Global Learning has a bilingual Spanish education program. It admits students through the High School Admissions Process and is a Limited Unscreened school that gives priority to students from Manhattan. The school was opened at Brandeis in order to provide an option to the English Language Learner students who have historically attended school in the building.

The table below summarizes Global Learning's baseline Footprint allocation and the amount of space that Global Learning is currently using.

2010-2011:	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			Total Admin (FSE)
Global Learning			Designed Admin (FSE)	Full-size Space	Half-size Space	
Baseline Footprint Allocation	8	1	2	0	0	2
Current Space Allocation	11	1	1.5	0	1	2

Global Learning is above its baseline allocation by 3 full-size rooms.

¹⁴FSE refers to full-size equivalent rooms that may be used for administrative purposes.

¹⁵ 2010-2011 Audited Register.

Diploma Plus is a transfer school and is currently serving 226 over-age and under-credited students. It serves students in grades nine through twelve and at scale will serve approximately 225-250 students. The table below summarizes Diploma Plus's baseline Footprint allocation and the amount of space that Diploma Plus is currently using.

2010-2011:	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			Total Admin (FSE)
Diploma Plus			Designed Admin (FSE)	Full-size Space	Half-size Space	
Baseline Footprint Allocation	10	1	2	0	0	2
Current Space Allocation	10	2	2	0	0	2

Thus, Diploma Plus is above its baseline allocation by 1 half-size room.

The Frank McCourt School opened in the Brandeis Campus in September 2010. Frank McCourt is the sixth selective school opened as part of Mayor Bloomberg's initiative to open seven new selective schools in the city. It is a screened school that has a particular focus on writing. Frank McCourt opened with ninth grade and currently serves 100 students¹⁶. At full-scale, Frank McCourt will serve 425-450 students in grades nine through twelve in 16 sections. The table below summarizes Frank McCourt's baseline Footprint allocation and the amount of space that Frank McCourt is currently using.

2010-2011:	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			Total Admin (FSE)
Frank McCourt			Designed Admin (FSE)	Full-size Space	Half-size Space	
Baseline Footprint Allocation	4	1	1.5	0	0	1.5
Current Space Allocation	5	1	1	0	1	1.5

Thus, Frank McCourt is above its baseline allocation by 1 full-size room.

¹⁶ 2010-2011 Audited Register.

2010-2011	BASELINE/ADJUSTED BASELINE ALLOCATIONS							EXCESS ALLOCATIONS				2010-2011 GRAND TOTAL ALLOCATIONS			
	Full Size Rooms	Half Size Rooms	Administrative Spaces					Full-size Room	Half-size Room	Quarter-Size Room	Designed Admin (FSE)	Full-size Room	Half-size Room	Quarter-Size Room	Design Admin (FSE)
			Designed Admin (FSE)	Full-size Spaces	Half-size Spaces	Quarter-Size Spaces	Total Admin (FSE)								
Brandeis High School	32	4	5.0	0	0	0	5.0	5	3	0	5.0	37	7	0	10.0
Green Careers	8	1	1.0	1	0	0	2.0	2	0	0	0	11	1	0	1.0
Global Learning	8	1	1.5	0	1	0	2.0	3	0	0	0	11	2	0	1.5
Diploma Plus	10	1	2.0	0	0	0	2.0	0	1	0	0	10	2	0	2.0
Frank McCourt	4	1	1.0	0	1	0	1.5	1	0	0	0	5	2	0	1.0

Per the information above, all of the 5 schools currently co-located in the M470 building have been allocated space in excess of their instructional footprint.

2011-2012

If this proposal is approved, the proposed facilities work to accommodate SACS would begin and be completed prior to the start of the 2011-2012 school year. The DOE would convert four unused classrooms into a multi-purpose space to be used by SACS. In addition, as part of the master campus plan for the Brandeis Campus, work has begun to convert 3 existing administrative rooms to create 2 additional full-size classrooms, and 2 additional half-size classrooms. The DOE also plans to convert one existing double-size room into two classroom spaces, and convert one existing classroom space into a black box theatre which would be shared among the high schools (and thus not be allocated to any specific high school in this BUP). After that work is complete, M470 will have a total of 76 full-size classrooms to allocate to the schools (including 7 science demo rooms), 16 half-size classrooms, and 12.5 designed administrative spaces.

In 2011-12, Brandeis High School is projected to serve 400-425 students in 23 classes/sections (including students with disabilities).¹⁷ The table below summarizes Brandeis High School's baseline Footprint allocation.

2011-2012: Brandeis High School	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			
			Designed Admin (FSE)	Full-size Space	Half-size Space	Total Admin (FSE)
Baseline Footprint Allocation	23	3	3.5	0	0	3.5

¹⁷ Total projection is consistent with budget register projections for 2011-2012.

In 2011-12, Green Careers will add its third cohort of ninth grade students and serve a total of approximately 280-310 students in 12 classes/sections (including students with disabilities) across grades 9-11.¹⁸ The table below summarizes Green Careers' baseline Footprint allocation.

	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			Total Admin (FSE)
			Designed Admin(FSE)	Full-size Space	Half-size Space	
2011-2012: Green Careers						
Baseline Footprint Allocation	12	1	2.5	0	0	2.5

In 2011-12, Global Learning will add its third cohort of ninth grade students, as well and serve a total of approximately 315-330 students in 12 classes/sections (including students with disabilities) across grades 9-11.¹⁹ The table below summarizes Global Learning's baseline Footprint allocation.

	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			Total Admin (FSE)
			Designed Admin(FSE)	Full-size Space	Half-size Space	
2011-2012: Global Learning						
Baseline Footprint Allocation	12	1	2.5	0	0	2.5

Diploma Plus will serve approximately 225-250 students in grades 9-12.²⁰ The table below summarizes Diploma Plus's baseline Footprint allocation.

	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			Total Admin (FSE)
			Designed Admin(FSE)	Full-size Space	Half-size Space	
2011-2012: Diploma Plus						
Adjusted Baseline Allocation	10	1	2	0	0	2

In 2011-12, Frank McCourt will add its second cohort of ninth grade students, and serve a total of approximately 200-225 students in 8 classes/sections (including students with disabilities) across grades 9-10.²¹ The table below summarizes Frank McCourt's baseline Footprint allocation.

	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			Total Admin (FSE)
			Designed Admin(FSE)	Full-size Space	Half-size Space	
2011-2012: Frank McCourt						
Baseline Footprint Allocation	8	1	2	0	0	2

¹⁸ Total projection is consistent with budget register projections for 2011-2012.

¹⁹ Total projection is consistent with budget register projections for 2011-2012.

²⁰ Total projection is consistent with budget register projections for 2011-2012.

²¹ Total projection is consistent with budget register projections for 2011-2012.

According to its charter, SACS will serve a total of 180-190 students in grade K-1, in 8 classes (including students with disabilities) in the 2011-2012 school year. The table below summarizes SACS's baseline Footprint allocation.

2011-2012: SACS	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			
			Designed Admin(FSE)	Full-size Space	Half-size Space	Total Admin (FSE)
Baseline Footprint Allocation	9	1	0	2	0	2

After Brandeis High School, Green Careers, Global Learning, Diploma Plus, Frank McCourt and SACS have received the baseline allocation of rooms according to the Footprint, 8 half-size rooms will remain in the M470 building. Brandeis High School will receive this full additional allocation of remaining classrooms/ space in the M470 building to account for any variation in their enrollment in their last year in operation. Thus, the appropriate space allocation for each school will be accommodated.

The complete 2011-2012 room allocation plan is summarized in the chart below:

2011-12	BASELINE ALLOCATIONS						EXCESS ALLOCATIONS			GRAND TOTAL ALLOCATION		
	Full Size Rooms	Half Size Rooms	Administrative Spaces				Full-size Rooms	Half-size Rooms	Designed Admin (FSE)	Full-size Spaces	Half-size Spaces	Designed Admin (FSE)
			Designed Admin (FSE)	Full-size Spaces	Half-size Spaces	Total Admin (FSE)						
Brandeis High School	23	3	3.5	0	0	3.5	0	8	0	23	11	3.5
Green Careers	12	1	2.5	0	0	2.5	0	0	0	12	1	2.5
Global Learning	12	1	2.5	0	0	2.5	0	0	0	12	1	2.5
Diploma Plus	10	1	2	0	0	2	0	0	0	10	1	2
Frank McCourt	8	1	2	0	0	2	0	0	0	8	1	2
SACS	9	1	0	2	0	2	0	0	0	11	1	0

2011-2012	<u>2010-2011 GRAND TOTAL</u>			<u>2011-2012 GRAND TOTAL</u>			<u>CHANGE</u>		
	Total Full-Size	Total Half-Size	Total Designed Admin (FSE)	Total Full-Size	Total Half-Size	Total Designed Admin (FSE)	Total Full-Size	Total Half-Size	Total Design Admin (FSE)
Brandeis High School	37	7	10.0	23	11	3.5	-14	+4	-6.5
Green Careers	11	1	1.0	12	1	2.5	+1	0	+1.5
Global Learning	11	2	1.5	12	1	2.5	+1	-1	+1.0
Diploma Plus	10	2	2.0	10	1	2	0	-1	0
Frank McCourt	5	2	1.0	8	1	2	+3	-1	+1
SACS	0	0	0	11	1	0	+11	+1	+0

2012-2013

In the 2012-13, school year Brandeis High School will no longer be in operation or serving any more students. Students who were not on track to graduate would meet with their guidance counselor to discuss options. Depending on their age, academic profile, and credit accumulation, some students may be better served in one of the City's Transfer Schools or Young Adult Borough Centers, which have strong track records for helping over-age, under-credited students get on track to graduate.

When Brandeis is completely phased out, there will be another round of construction done to the M470 building creating an additional 3 full-size classrooms/spaces by converting existing administrative spaces and creating a CTE room for Green Careers. After this last round of construction is complete, the M470 building would have a total of 79 full-size classrooms/spaces to allocate to the schools (including 7 science demo rooms), 16 half-size classroom/spaces and 10.5 administrative spaces.

In 2012-13, Green Careers is projected to serve a total of 425-450 students in 16 classes/sections (including students with disabilities) across grades 9-12. The table below summarizes Green Careers' baseline Footprint allocation.

2012-2013: Green Careers	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			
			Designed Admin(FSE)	Full-size Space	Half-size Space	Total Admin (FSE)
Baseline Footprint Allocation	16	1	3	0	0	3

In 2012-13, Global Learning is projected to serve a total of 425-450 students in 16 classes/sections (including students with disabilities) across grades 9-12. The table below summarizes Global Learning's baseline Footprint allocation.

	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			
			Designed Admin(FSE)	Full-size Space	Half-size Space	Total Admin (FSE)
2012-2013: Global Learning						
Baseline Footprint Allocation	16	1	3	0	0	3

Diploma Plus will continue to operate at scale. The table below summarizes Diploma Plus's baseline Footprint allocation.

	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			
			Designed Admin(FSE)	Full-size Space	Half-size Space	Total Admin (FSE)
2012-2013: Diploma Plus						
Baseline Footprint Allocation	10	1	2	0	0	2

In 2012-13, Frank McCourt will add its third cohort of ninth grade students, and serve a total of approximately 325-350 students in 12 classes/sections (including students with disabilities) across grades 9-11. The table below summarizes Frank McCourt's baseline Footprint allocation.

	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			
			Designed Admin(FSE)	Full-size Space	Half-size Space	Total Admin (FSE)
2012-2013: Frank McCourt						
Baseline Footprint Allocation	12	1	2.5	0	0	2.5

According to its charter, SACS will serve a total of 235-249 students in grades K-2, in 10 classes (including students with disabilities) in the 2012-2013 school year. The table below summarizes SACS's baseline Footprint allocation.

	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			
			Designed Admin(FSE)	Full-size Space	Half-size Space	Total Admin (FSE)
2012-2013: SACS						
Baseline Footprint Allocation	12	1	0	2	0	2

In 2012-2013, after each school has received the baseline allocation of rooms according to the Footprint, 11 full-size classrooms, and 11 half-size rooms will remain in the M470 building. Each school other than Frank McCourt will be allocated 2 additional full size classrooms. Frank McCourt will receive 3 additional full-size classrooms and 1 half-size classroom in order to bring it up to its full baseline space allocation at scale, which it will require in 2013-2014. This will help to minimize the number of rooms being reallocated as Frank McCourt grows to its full grade span.

The 2012-2013 room allocation plan is summarized in the chart below:

	BASELINE ALLOCATIONS						EXCESS ALLOCATIONS			GRAND TOTAL ALLOCATION		
	Full Size Rooms	Half Size Rooms	Administrative Spaces				Full-size Rooms	Half-size Rooms	Designed Admin (FSE)	Full-size Spaces	Half-size Spaces	Designed Admin (FSE)
			Designed Admin (FSE)	Full-size Spaces	Half-size Spaces	Total Admin (FSE)						
2012-13												
Brandeis High School	0	0	0	0	0	0	0	0	0	0	0	0
Green Careers	16	1	3	0	0	3	2	2	0	18	3	3
Global Learning	16	1	3	0	0	3	2	2	0	18	3	3
Diploma Plus	10	1	2	0	0	2	2	2	0	12	3	2
Frank McCourt	12	1	2.5	0	0	2.5	3	2	0	15	3	2.5
SACS	12	1	0	2	0	2	2	3	0	16	4	0

2012-2013	<u>2011-2012 GRAND TOTAL</u>			<u>2012-2013 GRAND TOTAL</u>			<u>CHANGE</u>		
	Total Full-Size	Total Half-Size	Total Designed Admin (FSE)	Total Full-Size	Total Half-Size	Total Designed Admin (FSE)	Total Full-Size	Total Half-Size	Total Designed Admin (FSE)
Brandeis High School	23	11	3.5	0	0	0	-23	-11	-3.5
Green Careers	12	1	2.5	18	3	3	+6	+2	+0.5
Global Learning	12	1	2.5	18	3	3	+6	+2	+0.5
Diploma Plus	10	1	2	12	3	2	+2	+2	0
Frank McCourt	8	1	2	15	3	2.5	+7	+2	+0.5
SACS	11	1	0	16	4	0	+5	+3	0

2013-2014

In 2013-2014, Green Careers, Global Learning, and Diploma Plus will all be at scale and will maintain their baseline space allocations from the previous year.

	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			
			Designed Admin(FSE)	Full-size Space	Half-size Space	Total Admin (FSE)
2013-2014: Green Careers						
Baseline Footprint Allocation	16	1	3	0	0	3

	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			
			Designed Admin(FSE)	Full-size Space	Half-size Space	Total Admin (FSE)
2013-2014: Global Learning						
Baseline Footprint Allocation	16	1	3	0	0	3

	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			
			Designed Admin(FSE)	Full-size Space	Half-size Space	Total Admin (FSE)
2013-2014: Diploma Plus						
Baseline Footprint Allocation	10	1	2	0	0	2

In 2013-14, Frank McCourt will add its fourth cohort of ninth grade students, and serve a total of 425-450 students in 16 classes/sections (including students with disabilities) across grades 9-12. The table below summarizes Frank McCourt's baseline Footprint allocation.

	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			
			Designed Admin(FSE)	Full-size Space	Half-size Space	Total Admin (FSE)
2013-2014: Frank McCourt						
Baseline Footprint Allocation	16	1	2.5	0	1	3

According to its charter, SACS will serve approximately 320-340 students in grades K-3, in 12 classes (including students with disabilities) in the 2013-2014 school year. The table below summarizes SACS's baseline Footprint allocation.

	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			
			Designed Admin(FSE)	Full-size Space	Half-size Space	Total Admin (FSE)
2013-2014: SACS						
Baseline Footprint Allocation	15	2	0	0	5	2.5

In 2013-2014 after each school has received the baseline allocation of rooms according to the Footprint, 6 full-size classrooms/spaces, 4 half-size classrooms, and no additional administrative offices will remain in the M470 building. Similar to the additional allocation given to Frank McCourt in the 2012-13 school year, SACS will receive the 6 additional full-size classrooms/spaces, and one half-size classroom so that their baseline footprint allocation for when they are serving their full grade spans (K-5 in 2015-2016) grades at scale is met. At full growth, SACS will serve a total of 480-490 students in grades K-5. To minimize the number of rooms that change hands year to year, the DOE feels that it is less taxing on school staff and more cost efficient for all of the schools in the M470 building to receive their baseline footprint space allocations sooner than later. The DOE feels it will help to better program not only individual school schedules better, but the overall M470 building, as well. Because all five of the schools co-locating in the M470 building will have received their baseline space allocation for when they are at full scale, this should also serve as the long term space allocation for the M470 school building. Three remaining half-size spaces will be allocated to the three largest high schools.

	BASELINE ALLOCATIONS						EXCESS ALLOCATIONS			GRAND TOTAL ALLOCATION		
	Full Size Rooms	Half Size Rooms	Administrative Spaces				Full-size Rooms	Half-size Rooms	Designed Admin (FSE)	Full-size Spaces	Half-size Spaces	Designed Admin (FSE)
			Designed Admin (FSE)	Full-size Spaces	Half-size Spaces	Total Admin (FSE)						
2013-2014												
Brandeis High School	0	0	0	0	0	0	0	0	0	0	0	0
Green Careers	16	1	3	0	0	3	0	1	0	16	2	3
Global Learning	16	1	3	0	0	3	0	1	0	16	2	3
Diploma Plus	10	1	2	0	0	2	0	0	0	10	1	2
Frank McCourt	16	1	2.5	0	1	3	0	1	0	16	3	2.5
SACS	15	2	0	0	5	2.5	6	1	0	21	8	0

2013-2014	<u>2012-2013 GRAND TOTAL</u>			<u>2013-2014 GRAND TOTAL</u>			<u>CHANGE</u>		
	Total Full-Size	Total Half-Size	Total Designed Admin (FSE)	Total Full-Size	Total Half-Size	Total Designed Admin (FSE)	Total Full-Size	Total Half-Size	Total Designed Admin (FSE)
Brandeis High School	0	0	0	0	0	0	0	0	0
Green Careers	18	3	3	16	2	3	-2	-1	0
Global Learning	18	3	3	16	2	3	-2	-1	0
Diploma Plus	12	3	2	10	1	2	-2	-2	0
Frank McCourt	15	3	2.5	16	3	2.5	+1	-0	0
SACS	16	4	0	21	8	0	+5	+4	0

2014-2015

In 2014-2015, the final room allocations will remain the same. Only SACS's baseline allocation will change.

	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			
			Designed Admin(FSE)	Full-size Space	Half-size Space	Total Admin (FSE)
2014-2015: SACS						
Baseline Footprint Allocation	18	2	0	0	5	2.5

	BASELINE ALLOCATIONS						EXCESS ALLOCATIONS			GRAND TOTAL ALLOCATION		
	Full Size Rooms	Half Size Rooms	Administrative Spaces				Full-size Rooms	Half-size Rooms	Designed Admin (FSE)	Full-size Spaces	Half-size Spaces	Designed Admin (FSE)
			Designed Admin (FSE)	Full-size Spaces	Half-size Spaces	Total Admin (FSE)						
2014-2015												
Brandeis High School	0	0	0	0	0	0	0	0	0	0	0	0
Green Careers	16	1	3	0	0	3	0	1	0	16	2	3
Global Learning	16	1	3	0	0	3	0	1	0	16	2	3
Diploma Plus	10	1	2	0	0	2	0	0	0	10	1	2
Frank McCourt	16	1	2.5	0	1	3	0	1	0	16	3	2.5
SACS	18	2	0	0	5	2.5	3	1	0	21	8	0

2015-2016

In 2015-2016, the final room allocations will remain the same. Only SACS's baseline allocation will change. This will serve as the permanent allocation of space in the building.

	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces			
			Designed Admin(FSE)	Full-size Space	Half-size Space	Total Admin (FSE)
2015-2016: SACS						
Baseline Footprint Allocation	21	2	0	0	6	3

	BASELINE ALLOCATIONS						EXCESS ALLOCATIONS			GRAND TOTAL ALLOCATION		
	Full Size Rooms	Half Size Rooms	Administrative Spaces				Full-size Rooms	Half-size Rooms	Designed Admin (FSE)	Full-size Spaces	Half-size Spaces	Designed Admin (FSE)
			Designed Admin (FSE)	Full-size Spaces	Half-size Spaces	Total Admin (FSE)						
2015-2016												
Brandeis High School	0	0	0	0	0	0	0	0	0	0	0	0
Green Careers	16	1	3	0	0	3	0	1	0	16	2	3
Global Learning	16	1	3	0	0	3	0	1	0	16	2	3
Diploma Plus	10	1	2	0	0	2	0	0	0	10	1	2
Frank McCourt	16	1	2.5	0	1	3	0	1	0	16	3	2.5
SACS	21	2	0	0	6	3	3	1	0	21	8	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 M470. The final shared space schedule will be developed collaboratively by the Building Council after the proposed co-location has been approved by the Panel for Education Policy.

JUSTIFICATION OF FEASIBILITY AND EQUITABILITY 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 in a way that 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 shall 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, the total capacity of each shared space, the grades served by each of the co-located schools, and the start of the school day based on the Office of Pupil Transportation's bus schedule for a regular school day.²² To the extent feasible, shared spaces are allocated in a manner that allows schools which have already been using the space this year to continue using it on a similar schedule next year, based on the 2010-2011 Campus Audit Template submitted by the Building Council.²³

In planning how the schools in the building may use shared space, the DOE has applied some or all of the factors described above to develop a proposed plan that allocates time in each space equitably and comparably. The proposed plan maintains each school's current use of the shared spaces this year and/or calls for each school to use a given shared space in proportion to its enrollment. The Building Council is empowered to make alternative arrangements to the below proposal.

In addition, although this shared space schedule was based on the existing schools current shared space schedules, additional time was allotted for the three high schools that are still phasing in and will have an additional grade next year, and time was taken away from Brandeis High School, which will be in its last year of phasing out and will have decreased enrollment next year. The schedule also allocates new shared spaces in the building which did not exist prior to the 2011-2012 school year. It is important to note that even in 2010-11, the current school year, not all schools currently co-locating share all of the rooms that are considered shared spaces/resources in the M470 building due to programmatic needs of the individual schools. As noted above, the DOE leaves the final decision to the discretion of the Building Council.

In 2011-2012, the DOE projects Brandeis High School will serve 400-425 students; Green Careers will serve 280-310 students; Global Learning will serve 315-330 students; Diploma Plus will serve 225-250 students; Frank McCourt will serve 200-225 students; and SACS will serve 180-190 students. As enrollment at all six school organizations change in the following years, this shared space plan would be revised accordingly.

²² <https://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/SearchResult.aspx>

²³ Campus Audits are submitted by each Building Council on an annual basis to the Senior Supervising Superintendent's Office. The Campus Audit documents the collective planning and implementation of Building Council decisions such as shared space scheduling.

Normal school hours for Brandeis High School are 8am-3:31pm; for Green Careers are 8:30am-3:20pm; for Global Learning are 8:40am-3:32pm; for Diploma Plus are 8:23am-3:20pm; for Frank McCourt are 8am-2:51pm;²⁴ and for SACS will be 7:45am-4:30pm.

Cafeteria:

- The total time allocated to each organization is primarily based upon each organization's projected enrollment, capacity of the cafeteria, and grade levels served. Each of the high school organizations will be able to accommodate all of its students in the large cafeteria with this proposed allocation of time.
- As described above, there will be a smaller multi-purpose room that will become available in 2011-2012, which SACS will use as a cafeteria for its students. While the schedule does not propose use of the multipurpose room by the high schools, nor of the large cafeteria by SACS, the DOE believes that the overall proposed allocation of meal time between SACS and the high schools is equitable because it provides for each student in each school with a lunch period of approximately equal length and preserves the use of the current cafeteria for the high schools currently sharing it.

Library:

- Because SACS will not require use of the library, and therefore the co-location will not impact that space, the shared space schedule below allots times to the existing schools on the Brandeis campus based on their existing operating schedules, as previously agreed upon by the Building Council. The schedule has also allotted time for Diploma Plus and Brandeis High Schools, which do not currently use the library. Allotted time is approximately proportional to enrollment.

Gymnasium, Fitness Rooms and Dance Room:

- The scheduled time below reflects the current gym schedules for Brandeis High School, Green Careers, Global Learning, Diploma Plus, and Frank McCourt; some changes were made to make the allocations more proportional to each school's enrollment. All the high schools would be allotted time in the combined physical education spaces that are equal to or greater than proportional to their share of enrollment in the building.
- SACS is not allotted any time in the existing gymnasiums or the fitness rooms, as it will use the multi-purpose room for physical education. SACS is allotted time in the dance studio two days per week. That time comes after the end of the academic day for each of the high schools. As a result, SACS's use of the studio does not alter the availability of the studio for use by the high schools during the academic day. There are existing after school programs that use the dance studio three days per week. The proposed schedule would not affect those programs' current use of the dance studio.

Auditorium:

- The scheduled time listed below for the auditorium is again based on the existing use of the auditorium by the schools currently co-locating in the M470 building. Additional time has been added for all schools which had not been scheduled to use the auditorium regularly and are now allotted

²⁴ <https://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/SearchResult.aspx>

time in proportion to their respective enrollments. A small amount of time has been taken away from Diploma Plus to allow other schools to use the auditorium and to make its allotted time more in proportion to its enrollment. SACS would only use the auditorium after the conclusion of the academic day for the high schools. Because the proposed schedule provides SACS with access without limiting the use of the space by the high schools which currently use it during the academic day, the DOE believes that the proposed schedule is equitable.

Science Labs:

- As discussed previously, when creating the proposed shared space schedule, the intention is to minimize the disruption of the current operating schedules. Only the five high schools in the M470 building will be allocated time in the three trifacial science labs. The proposal maintains current use of the science labs by these schools and adds additional time for Brandeis High School, Green Careers, Global Learning, and Diploma Plus to roughly reflect their proportional enrollments. Because SACS will be able to meet its science instruction time in its own dedicated allocation of space, and because elementary grade science does not require use of trifacial labs, the DOE believes that it is equitable not to allot SACS time in the science labs.

Playground and Garden:

- The playground and garden times are based on the existing shared space schedule the respective schools in the Brandeis campus provided, but time has been added in both the playground/yard and garden to all schools, so that allotted time is roughly proportional to their respective enrollments (many periods in the playground/yard and garden are not currently allotted to any school). The time allotted to SACS in the garden is matched to its cafeteria schedule to provide SACS with the option of offering students a recess during their lunch period. Time is allotted to all schools roughly in proportion to their enrollment. Thus, the DOE believes that the overall proposed allocation is equitable.

Black Box Theatre: Time in the Black Box Theatre is allocated only to High Schools. Time is allocated proportionally to the total High School enrollment.

Afterschool:

As described in the EIS, currently Brandeis High School, Green Careers, Global Learning, Diploma Plus, and Frank McCourt offer extracurricular activities and sports. The use of shared spaces after school hours- would be scheduled accordingly with the Building Council. As stated in the EIS, Brandeis High School, Green Careers, Global Learning, Diploma Plus, and Frank McCourt would continue to offer extracurricular programs based on student interests, available resources, and staff support for those programs. The proposed co-location would not impact those opportunities, but it may change the way these 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.

Normal school hours for Brandeis High School (M470) are 8am-3:31pm; for Green Careers (M402) are 8:30am-3:20pm; for Global Learning (M403) are 8:40am-3:32pm; for Diploma Plus (M404) are 8:23am-3:20pm, and for Frank McCourt (M417) are 8am-2:51pm.²⁵ Normal school hours at SACS will be 7:45am-4:30pm.

²⁵ <https://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/SearchResult.aspx>

Space	Monday	Tuesday	Wednesday	Thursday	Friday
Large Cafeteria (capacity of space 558)	<p>BREAKFAST: M470, M402, M403, M404, M417 – 7:30 – 8:35am M403 – (advisory breakfast)- 9:00 am</p> <p>LUNCH: M470— 11:15am-12pm M402&M404— 12:00-12:45pm M417&M403— 12:45-1:30pm</p>	<p>BREAKFAST: M470, M402, M403, M404, M417 – 7:30 – 8:35am M403 – (advisory breakfast) – 9:00am</p> <p>LUNCH: M470— 11:15am-12pm M402&M404— 12:00-12:45pm M417&M403— 12:45-1:30pm</p>	<p>BREAKFAST: M470, M402, M403, M404, M417 – 7:30 – 8:35am M403 – (advisory breakfast)- 9:00am</p> <p>LUNCH: M470— 11:15am-12pm M402&M404— 12:00-12:45pm M417&M403— 12:45-1:30pm</p>	<p>BREAKFAST: M470, M402, M403, M404, M417 – 7:30 – 8:35am M403 – (advisory breakfast) – 9:00am</p> <p>LUNCH: M470— 11:15am-12pm M402&M404— 12:00-12:45pm M417&M403— 12:45-1:30pm</p>	<p>BREAKFAST: M470, M402, M403, M404, M417 – 7:30 – 8:35am M403 – (advisory breakfast) – 9:00am</p> <p>LUNCH: M470— 11:15am-12pm M402&M404— 12:00-12:45pm M417&M403— 12:45-1:30pm</p>
Multi-Purpose Room (capacity of space tbd)	<p>SACS Breakfast 7:00 – 7:45 am SACS Lunch 12:00-1:00pm SACS Gym 2-3:30pm</p>	<p>SACS Breakfast 7:00 – 7:45 am SACS Lunch 12:00-1:00pm SACS Gym 2-3:30pm</p>	<p>SACS Breakfast 7:00 – 7:45 am SACS Lunch 12:00-1:00pm SACS Gym 2-3:30pm</p>	<p>SACS Breakfast 7:00 – 7:45 am SACS Lunch 12:00-1:00pm SACS Gym 2-3:30pm</p>	<p>SACS Breakfast 7:00 – 7:45 am SACS Lunch 12:00-1:00pm SACS Gym 2-3:30pm</p>
Library (the library contains rooms within it including a conference room, a reading room, and three other smaller offices.)	<p>M404— 8:30-9:30am M403 - 9:30 – 11:10 am M402 - 11:10-11:50am; 11:50 am – 12:30 pm M417 – 12:30 – 1:10pm; 1:15 – 1:55pm M470 – 1:55-3:30pm</p> <p>SACS – will not require library time per its programming</p>	<p>M404— 8:30-9:30am M403 - 9:30 – 11:10 am M402 - 11:10-11:50am; 11:50 am – 12:30 pm M417 – 12:30 – 1:10pm; 1:15 – 1:55pm M470 – 1:55-3:30pm</p> <p>SACS – will not require library time per its programming</p>	<p>M404— 8:30-9:30am M403 - 9:30 – 11:10 am M402 - 11:10-11:50am; 11:50 am – 12:30 pm M417 – 12:30 – 1:10pm; 1:15 – 1:55pm M470 – 1:55-3:30pm</p> <p>SACS – will not require library time per its programming</p>	<p>M404— 8:30-9:30am M403 - 9:30 – 11:10 am M402 - 11:10-11:50am; 11:50 am – 12:30 pm M417 – 12:30 – 1:10pm; 1:15 – 1:55pm M470 – 1:55-3:30pm</p> <p>SACS – will not require library time per its programming</p>	<p>M404— 8:30-9:30am M403 - 9:30 – 11:10 am M402 - 11:10-11:50am; 11:50 am – 12:30 pm M417 – 12:30 – 1:10pm; 1:15 – 1:55pm M470 – 1:55-3:30pm</p> <p>SACS – will not require library time per its programming</p>

<p>Gymnasium (include all gymnasiums, dance and fitness rooms)</p>	<p>619 sq. ft. GYM: M470 – Will utilize the large gym until 2pm. M402 – 2:24 – 3:20 pm 172 sq. ft. GYM 1: M403 – 8:30-9:35am; 9:35–10:15 am; 12:50 – 1:45 pm; 1:45 – 2:40 pm; 2:40 – 3:32 pm M417 – 8:00 – 8:40 am; 10:15 – 11:00 am; 11:00 – 11:45 am; 11:45 – 12:30 pm; 172 sq. ft. GYM 2: M404 – 9:55 – 10:49 am; 10:50 – 11:44 am; 11:45 am–12:39 pm; 12:40 – 1:34 pm; M417 – 9:00 – 9:54 am; 1:35 – 2:20 pm; M403– 2:20-3:32pm FITNESS RM. 1 (B1): M470 – Brandeis will continue to be the only school using this room in 2011-12. FITNESS RM. 2 (B7SC): M402 - 8:30-10:20am;</p>	<p>619 sq. ft. GYM: M470 – Will utilize the large gym until 2pm. M402 – 2:24 – 3:20 pm 172 sq. ft. GYM 1: M403 - 8:30-9:35am; 9:35 – 10:15 am; 12:50 – 1:45 pm; 1:45 – 2:40 pm; 2:40 – 3:32 pm M417 – 8:00 – 8:40 am; 10:15 – 11:00 am; 11:00 – 11:45 am; 11:45 – 12:30 pm; 172 sq. ft. GYM 2: M404 – 9:55 – 10:49 am; 10:50 – 11:44 am; 11:45 am–12:39 pm; 12:40 – 1:34 pm; M417 – 9:00 – 9:54 am; 1:35 – 2:20 pm; M403– 2:20-3:32pm FITNESS RM. 1 (B1): M470 – Brandeis will continue to be the only school using this room in 2011-12. FITNESS RM. 2 (B7SC): M402 - 8:30-10:20am;</p>	<p>619 sq. ft. GYM: M470 – Will utilize the large gym until 2pm. M402 – 2:24 – 3:20 pm 172 sq. ft. GYM 1: M403 - 8:30-9:35am; 9:35 – 10:15 am; 1:20-3:20pm M417 – 8:00 – 8:40 am; 10:15 – 11:00 am; 11:00 – 11:45 am; 11:45 – 12:30 pm; 172 sq. ft. GYM 2: M404 – 9:55 – 10:49 am; 10:50 – 11:44 am; 11:45 am–12:39 pm; 12:40 – 1:34 pm; M417 – 9:00 – 9:54 am; 1:35 – 2:20 pm; M403– 2:20-3:32pm FITNESS RM. 1 (B1): Brandeis will continue to be the only school using this room in 2011-12. FITNESS RM. 2 (B7SC): M402 - 8:30-10:20am;</p>	<p>619 sq. ft. GYM: M470 – Will utilize the large gym until 2pm. M402 – 2:24 – 3:20 pm 172 sq. ft. GYM 1: M403 - 8:30-9:35am; 9:35 – 10:15 am; 12:50 – 1:45 pm; 1:45 – 2:40 pm; 2:40 – 3:32 pm M417 – 8:00 – 8:40 am; 10:15 – 11:00 am; 11:00 – 11:45 am; 11:45 – 12:30 pm; 172 sq. ft. GYM 2: M404 – 9:55 – 10:49 am; 10:50 – 11:44 am; 11:45 am–12:39 pm; 12:40 – 1:34 pm; M417 – 9:00 – 9:54 am; 1:35 – 2:20 pm; M402– 2:30-3:30 pm FITNESS RM. 1 (B1): Brandeis will continue to be the only school using this room in 2011-12. FITNESS RM. 2 (B7SC): M402 - 8:30-10:20am;</p>	<p>619 sq. ft. GYM: M470 – Will utilize the large gym until 2pm. M402 – 2:24 – 3:20 pm 172 sq. ft. GYM 1: M403 - 8:30-9:35am; 9:35 – 10:15 am; 10:15 – 11:10 am; 11:10 am – 12:05 pm; 12:50 – 1:45 pm; 1:45 – 2:40 pm; 2:40 – 3:32 pm M417 – 8:00 – 8:40 am; 172 sq. ft. GYM 2: M404 – 9:55 – 10:49 am; 10:50 – 11:44 am; 11:45 am–12:39 pm; 12:40 – 1:34 pm; M417 – 9:00 – 9:54 am; 1:35 – 2:20 pm; M303– 2:20-3:32pm FITNESS RM. 1 (B1): Brandeis will continue to be the only school using this room in 2011-12. FITNESS RM. 2 (B7SC): M402 - 8:30-10:20am;</p>
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	<p>10:20 – 11:05 am; 11:05 – 11:50 am; 11:52 am – 12:34pm M417— 12:34-1:35pm M403— 1:35-3:32pm DANCE STUDIO: M470— 8:00-9:30am M417— 9:30-10:20am M402 – 10:20 – 11:05 am; 11:05 – 11:50 am; 11:52am – 12:34pm M404 – 12:40 – 1:34 pm; 1:35 – 2:20 pm; 2:21 – 3:15 pm</p>	<p>10:20 – 11:05 am; 11:05 – 11:50 am; 11:52 am – 12:34pm M417— 12:34-1:35pm M403— 1:35-3:32pm DANCE STUDIO: M470— 8:00-9:30am M417— 9:30-10:20am M402 – 10:20 – 11:05 am; 11:05 – 11:50 am; 11:52am – 12:34pm M404 – 12:40 – 1:34 pm; 1:35 – 2:20 pm; 2:21 – 3:15 pm</p>	<p>10:20 – 11:05 am; 11:05 – 11:50 am; 11:52 am – 12:34pm M417— 12:34-1:35pm M403— 1:35-3:32pm DANCE STUDIO: M470— 8:00-9:30am M417— 9:30-10:20am M402 – 10:20 – 11:05 am; 11:05 – 11:50 am; 11:52am – 12:34pm M404 – 12:40 – 1:34 pm; 1:35 – 2:20 pm; 2:21 – 3:15 pm</p>	<p>10:20 – 11:05 am; 11:05 – 11:50 am; 11:52 am – 12:34pm M417— 12:34-1:35pm M403— 1:35-3:32pm DANCE STUDIO: M470— 8:00-9:30am M417— 9:30-10:20am M402 – 10:20 – 11:05 am; 11:05 – 11:50 am; 11:52am – 12:34pm M404 – 12:40 – 1:34 pm; 1:35 – 2:20 pm; 2:21 – 3:15 pm SACS – 3:30 – 4:15 pm</p>	<p>10:20 – 11:05 am; 11:05 – 11:50 am; 11:52 am – 12:34pm M417— 12:34-1:35pm M403— 1:35-3:32pm DANCE STUDIO: M470— 8:00-9:30am M417— 9:30-10:20am M402 – 10:20 – 11:05 am; 11:05 – 11:50 am; 11:52am – 12:34pm M404 – 12:40 – 1:34 pm; 1:35 – 2:20 pm; 2:21 – 3:15 pm SACS – 3:30 – 4:15 pm</p>
Auditorium	<p>M417-- 8-9am M470— 9-10:30am M403— 10:30-11:30 M402— 11:30am-1:30pm M404 – 1:30 – 2:20 pm; 2:20 – 3pm M470 1st Monday of every month - 3:45 -5:00 pm SACS 3:30-4:30 EXCEPT 1st Monday of every month</p>	<p>M417-- 8-9am M402— 9-10:30am M403— 10:30-11:30 M470 – 11:30am-1:30pm M404 – 1:30 – 2:20 pm; 2:20 – 3pm; SACS— 3:30-4:30pm</p>	<p>M417-- 8-9am M402— 9-10:00am M403 – 10:00 – 10:40 am; 10:40 – 11:30 am; 12:30-1:30pm M470— 11:30am-12:30pm M404 – 1:30 – 2:20 pm; 2:20 – 3pm; SACS— 3:30-4:30pm</p>	<p>M417-- 8-9am M470— 9-10:30am M403— 10:30-11:30am M402 – 11:30am-1:30pm M404 – 1:30 – 2:20 pm; 2:20 – 3pm; SACS— 3:30-4:30pm</p>	<p>M417-- 8-9am M402— 9-10:30am M403— 10:30-11:30 M470 – 11:30am-1:30pm M404 – 1:30 – 2:20 pm; 2:20 – 3pm; SACS— 3:30-4:30pm</p>

<p>Other: Science Labs (all are equal in size)</p>	<p><u>LAB ROOM 418:</u> M404— 8:30-10am 2-3:30pm M417 – 10:00 – 11:00 am; 11:00 – 11:45 am; 11:45am – 12:30pm; 12:30 – 1:15 pm; 1:15 – 2:00 pm <u>LAB ROOM 417:</u> M470 – Mondays, Wednesday afternoons, & Thursday 11am-3:30pm <u>LAB ROOM 407:</u> M402 – 12:30-3:30pm M403— 9am-12:30pm</p>	<p><u>LAB ROOM 418:</u> M404— 8:30-10am 2-3:30pm M417 – 10:00 – 11:00 am; 11:00 – 11:45 am; 11:45am – 12:30pm; 12:30 – 1:15 pm; 1:15 – 2:00 pm <u>LAB ROOM 417:</u> M403 – 9 – 11:30 am M470— 11:30am-3:30pm <u>LAB ROOM 407:</u> M470 – 1pm-3:30pm M402 – 9-10am M403 – 10:00am-1pm</p>	<p><u>LAB ROOM 418:</u> M404— 8:30-10am 2-3:30pm M417 – 10:00 – 11:00 am; 11:00 – 11:45 am; 11:45am – 12:30pm; 12:30 – 1:15 pm; 1:15 – 2:00 pm <u>LAB ROOM 417:</u> M470 – Mondays, Wednesday afternoons (12- 3:30pm), & Thursday 11am-3:30pm M403 – 9am-12pm <u>LAB ROOM 407:</u> M402 – 9am-3:30pm</p>	<p><u>LAB ROOM 418:</u> M404— 8:30-10am 2-3:30pm M417 – 10:00– 11:00 am; 11:00 – 11:45 am; 11:45am – 12:30pm; 12:30 – 1:15 pm; 1:15 – 2:00 pm <u>LAB ROOM 417:</u> M470 – Mondays, Wednesday afternoons, & Thursday 11:30am- 3:30pm M403 – 9-11:30 am <u>LAB ROOM 407:</u> M403 – 10:00 – 11:30 am M402— 9-10am 11:30am-3:30pm</p>	<p><u>LAB ROOM 418:</u> M404— 8:30-10am 2-3:30pm M417 – 10:00 – 11:00 am; 11:00 – 11:45 am; 11:45am – 12:30pm; 12:30 – 1:15 pm; 1:15 – 2:00 pm <u>LAB ROOM 417:</u> M403 – 9am-12:30pm M470— 12:30pm-3:30pm <u>LAB ROOM 407:</u> M403 – 10:00 – 11:30 am M402 – 9-10am 11:30am-3:30pm</p>
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<p>Other: Playground and Garden</p>	<p><u>Playground:</u> SACS— 8-9am M417— 9-10am M403— 10-11am M470 – 11:00am – 12:00pm 2:30pm-3:30pm M404— 12-12:30pm; 2-2:30pm M402 – 12:30-2pm <u>Garden:</u> M470 – 8:30-10am M404— 10-11am M403— 11am-12pm SACS – 12:00 – 1:00 pm M417— 1-2pm M402 – 2:00 – 2:21 pm 2:24 – 3:20 pm</p>	<p><u>Playground:</u> SACS— 8-9am M417— 9-10am M403— 10-11am M470 – 11:00am – 12:00pm 2:30pm-3:30pm M404— 12-12:30pm; 2-2:30pm M402 – 12:30-2pm <u>Garden:</u> M470 – 8:30-10am M404— 10-11am M403— 11am-12pm SACS – 12:00 – 1:00 pm M417— 1-2pm M402 – 2:00– 2:21 pm 2:24 – 3:20 pm</p>	<p><u>Playground:</u> SACS— 8-9am M417— 9-10am M403— 10-11am M470 – 11:00am – 12:00pm 2:30pm-3:30pm M404— 12-12:30pm; 2-2:30pm M402 – 12:30-2pm <u>Garden:</u> M470 – 8:30-10am M404— 10-11am M403— 11am-12pm SACS – 12:00 – 1:00 pm M417— 1-2pm M402 – 2:00 – 2:21 pm 2:24 – 3:20 pm</p>	<p><u>Playground:</u> M403— 8-9am M417— 9-10am M403— 10-11am M470 – 11:00am – 12:00pm 2:30pm-3:30pm M404— 12-12:30pm; 2-2:30pm M402 – 12:30-2pm <u>Garden:</u> M470 – 8:30-10am M404— 10-11am M403— 11am-12pm SACS – 12:00 – 1:00 pm M417— 1-2pm M402 – 2:00 – 2:21 pm 2:24 – 3:20 pm</p>	<p><u>Playground:</u> M403— 8-9am M417— 9-10am M403— 10-11am; 1-2pm 2:30-3:30pm M470 – 11:00am – 12:00pm M404— 12-12:30pm; 2-2:30pm M402 – 12:30-2pm <u>Garden:</u> M470 – 8:30-10am M404— 10-11am M403— 11am-12pm SACS – 12:00 – 1:00 pm M417— 1-2pm M402 – 2:00 – 2:21 pm 2:24 – 3:20 pm</p>
<p>Other: Black Box Theatre (anticipated to become available during 2011-12 school year)</p>	<p>M403 – 8:30am-10:00am M404 – 10:00am-11:00am M417 – 11:00am-12:30pm M470 – 12:30pm-2:30pm M402 – 2:30pm-3:30pm</p>	<p>M470 – 8:30am-10:00am M417 – 10:00am-11:30am M402 – 11:30am-12:30pm M403 – 12:30pm-2:00pm M404 – 2:00pm-3:30pm</p>	<p>M404 – 8:30-9:30am M417 – 9:30am-10:30am M402 – 10:30am-12:00pm M403 – 12:00pm – 1:30pm M470 – 1:30pm – 3:30pm</p>	<p>M402 – 8:30am – 10:00am M404 – 10:00am – 11:00am M417 – 11:00am- 12:00pm M470 – 12:00pm-2:00pm M403 – 2:00pm-3:30pm</p>	<p>M404 – 8:30am-10:00am M470 – 10:00am-12:00pm M402- 12:30pm-2:00pm M403 – 2:00pm-3:30pm</p>

Building Safety and Security

Pursuant to Chancellor's Regulation A-414 every school/campus must have a School Safety Committee. The committee plays an essential role in the establishment of safety procedures, the communication of expectations and responsibilities of students and staff, and the design of prevention and intervention strategies and programs specific to the needs of the school. The committee is comprised of various members of the school community, including Principal(s); designee of all other programs operating within the building; U.F.T. Chapter Leader; Custodial Engineer/designee; and In-house School Safety Agent Level III. The committee is responsible for addressing safety matters on an ongoing basis and making appropriate recommendations to the Principal(s) when it identifies the need for additional security measures, intervention, training, etc.

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

Consistent with the process described above, the leader/designee of SACS will be part of the Brandeis Campus Safety Committee. As a member of the School Safety Committee, the leader/designee of SACS 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 SACS will be addressed on an ongoing basis. Moreover, the Safety Plan for the M470 school building will be modified as appropriate to meet any changing security needs associated with the co-location. SACS will enter information in the school's overall 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 of the campus' 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 Safety Plan for the M470 school building will be submitted to the Borough Safety Directors of the Office of School and Youth Development for approval. If changes or modifications are necessary, the School Safety Committee will be advised. Once the School's Safety Plan is approved, it will be submitted to the NYPD for final approval and certification by the NYPD.

Proposed Communications Strategy

As per the Campus Policy Memo 2010,²⁶ 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 use.

²⁶ Campus Policy Memo 2010 is available at: <http://schools.nyc.gov/community/campusgov>.

A Shared Space Committee (SSC) shall be established at campuses where charters are co-located in a public school building with one or more non-charter schools or eligible District 75 programs by the principals of the schools and/or eligible programs, as set forth in Chancellor's Regulation A-190. With respect to charter co-locations approved after May 28, 2010, the effective date of the Amended Charter School Act, the SSC is to review the implementation of the Building Utilization Plan (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 School Act, the SSC shall review implementation of the current building space plans in place at those buildings. The SSC will meet minimally 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 SLT 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.

Proposed Collaborative Decision Making Strategy

BC members are equal partners in shaping the educational environment; they share responsibility and accountability for building administration, communication and culture. They must respect each other's unique culture and simultaneously make and communicate shared decisions that are good for all students and schools on the campus. They make decisions by consensus and they work to ensure collaboration on all campus implementation issues. To the extent that the BC cannot reach a resolution on an issue, they shall avail themselves of the dispute resolution procedures set forth in the Campus Policy Memo 2010.²⁷

²⁷ Campus Policy Memo 2010 is available at: <http://schools.nyc.gov/community/campusgov>.