

BUILDING UTILIZATION PLAN

As described in greater detail in the attached Educational Impact Statements (“EISs”), the New York City Department of Education (“DOE”) is proposing to close The School for Urban Environment (14K330, “Urban Environment”), an existing district middle school that serves students in sixth through eighth grades, and Foundations Academy (14K322, “Foundations Academy”), a district high school that serves students in ninth through twelfth grades, at the end of the 2015-2016 school year. Urban Environment and Foundations Academy are both co-located in building K033 (“K033”) with Success Academy Charter School - Bed-Stuy 1 (84K367, “SA Bed-Stuy 1”), a charter elementary school serving students in kindergarten through fifth grade, and a District 75 school (75K368, “P368K@I033K”), serving students in grades six through twelve. Building K033 is located at 70 Tompkins Avenue, Brooklyn, NY 11206, in Community School District 14 (“District 14”). A “co-location” means that two or more school organizations are located in the same building and may share common spaces such as auditoriums, gymnasiums, libraries, and cafeterias.

Pursuant to the New York State Charter Schools Act of 1998 (as amended in May 2010), the following plan outlines the proposed allocation of classrooms and administrative space between SA Bed-Stuy 1 and P368K@I033K.¹ It also includes a proposal for the collaborative and equitable usage of shared resources and spaces between the schools in the building including but not limited to the main building’s cafeteria, gymnasiums, dance room, and auditorium. 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 in this document. Please refer to the two EIS documents to which this plan is attached for further information about the proposed closures.

As described throughout this document, the final shared space schedule will be collaboratively finalized by the Building Council (“BC”) if the proposed co-locations are approved by the Panel for Educational Policy (“PEP”).

METHODOLOGY

The DOE has applied the DOE Citywide Instructional Footprint (the “Footprint”) to all schools and/or programs outlined in this plan to allocate rooms in an unbiased manner, and, wherever feasible, 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.² On December 2, 2015, the DOE released an updated Footprint that includes increased allocations of administrative space. The baseline and adjusted baseline allocations of space in the current school year and beyond reflect this change.

JUSTIFICATION OF FEASIBILITY AND EQUITY OF CLASSROOM AND ADMINISTRATIVE SPACE ALLOCATIONS

As noted above, 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 (“ICT”) section 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

¹ On December 15, 2014, the DOE issued an EIS and a BUP (the “December 15 BUP”) describing a proposal to expand SA Bed-Stuy 1 to grades kindergarten through five in building K033 beginning in the 2015-2016 school year. This proposal was approved by the Panel for Educational Policy (“PEP”) on January 29, 2015. The December 15 BUP outlined the proposed allocation of classrooms and administrative space between SA Bed-Stuy 1, Urban Environment, Foundations Academy, and P368K@I033K for the 2015-2016 school year. The December 15 BUP is available at <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2015-2016/November2015SchoolProposals>.

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/Offices/OSP/KeyDocuments/Instructional Footprint>

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

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

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

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

Allocation of Classrooms and Administrative Space

According to a building walk-through conducted on April 28, 2014 by the Brooklyn Director of Space Planning, K033 has a total of 63 full-size rooms,³ 16 half-size rooms,⁴ 1 quarter-size room,⁵ and 5.5 full-size equivalent ("FSE") rooms of designed administrative space. Building K033 also contains an auditorium, cafeteria, and two gymnasiums.

The below spaces are shared spaces or contain building services and therefore are not included in the allocation of space for an individual school:

- The nurse's office occupies 1.0 FSE rooms of designed administrative space.
- The two science labs occupy 2 full-size spaces.
- The custodian's office occupies 1 half-size space.
- The School Based Support Team ("SBST") is occupying 1 half-size space.
- The dance studio occupies 1 full-size space.

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

⁴ Half-size classrooms have an area of 240 square feet or more, but less than 500 square feet.

⁵ Quarter-size rooms have an area of less than 240 square feet.

Excluding the spaces outlined above, K033 has a total of 60 full-size rooms, 14 half-size rooms, 1 quarter-size room, and 4.5 FSE rooms of designed administrative space available to be allocated to the co-located schools.

Summary	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
Building Grand Total	63	16	1	5.5
Shared Spaces or Building Services	3	2	0	1.0
Remaining Total to Be Allocated	60	14	1	4.5

2015-2016 (CURRENT SCHOOL YEAR)

The table below summarizes total enrollment and sections served at Urban Environment, Foundations Academy, SA Bed-Stuy 1, and P368K@I033K during the current 2015-2016 school year:

School Name	Grade Span	Total Enrollment ⁶	GE/ICT Sections	SC Sections
Urban Environment	6-8	82	3	1
Foundations Academy	9-12	76	4	0
P368K@I033K	6-12	69	0	11
SA Bed-Stuy 1	K-5	487	21	1

The DOE has adjusted Urban Environment and P368K@I033K baseline footprint allocations due to the lack of half-size spaces available in the building that are appropriate for instructional purposes or that may serve as resource rooms. The DOE has allocated Urban Environment 1 full-size room in lieu of 1 half-size room and P368K@I033K 6 full-size rooms in lieu of 6 half-size rooms. The adjustment of full-size rooms for half-size rooms has been made to the baseline Footprint allocations for Urban Environment and P368K@I033K in each year of room allocations presented in this document.

The table below summarizes Urban Environment, Foundations Academy, SA Bed-Stuy 1 and P368K@I033K baseline and adjusted baseline Footprint allocations, which are based on the methodology described at the beginning of this document. Urban Environment and P368K@I033K are currently using the space described in their adjusted baseline Footprint allocation.

⁶ Based on the 2015-2016 Unaudited Register as of October 31, 2015, and the charter headcount as of October 1, 2015.

The table below summarizes Urban Environment, Foundations Academy, P368K@I033K, and SA Bed-Stuy 1's baseline and/or adjusted baseline Footprint allocation of instructional and administrative rooms, which is based on the methodology described at the beginning of this document, and the amount of space the schools are currently using.

2015-2016		Non-Admin Spaces		Administrative Spaces			Total Admin (FSE)	Additional (Excess) Allocation				Total Space Allocation				
		Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms		Quarter-Size Rooms	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
Urban Environment	Baseline Footprint Allocation	4	2	-	-	-	-	2.5	-	-	-	-	-	-	-	-
	Adjusted Baseline Allocation	5	1	1.5	1	0	0	2.5	3	0	0	0	9	1	0	1.5
Foundations Academy	Baseline Footprint Allocation	4	1	0.0	1	2	0	2.0	5	1	0	0.0	10	4	0	0.0
SA Bed-Stuy 1	Baseline Footprint Allocation	24	4	0.0	4	0	0	4.0	1	1	0	0.0	29	5	0	0.0
P368K@I033K	Baseline Footprint Allocation	4	10	3.0	-	-	-	3.0	-	-	-	-	-	-	-	-
	Adjusted Baseline Allocation	10	4	3.0	0	0	0	3.0	2	0	1	0	12	4	1	3.0

In total:

- Urban Environment is currently allocated 9 full-size rooms, 1 half-size room, and 1.5 FSE rooms of designed administrative space. This allocation includes 3 full-size rooms in excess of Urban Environment's adjusted baseline allocation.
- Foundations Academy is currently allocated 10 full-size rooms and 4 half-size rooms. This allocation includes 5 full-size rooms and 1 half-size room in excess of Foundations Academy's baseline allocation.
- SA Bed-Stuy 1 is currently allocated 29 full-size rooms and 5 half-size rooms. This allocation includes 1 full-size room and 1 half-size room in excess of SA Bed-Stuy 1's baseline allocation.
- P368K@I033K is currently allocated 12 full-size rooms, 4 half-size rooms, 1 quarter-size room, and 3.0 FSE rooms of designed administrative space. This allocation includes 2 full-size rooms and 1 quarter-size room in excess of P368K@I033K's adjusted baseline allocation.

As demonstrated in the table above, Urban Environment, Foundations Academy, P368K@I033K, and SA Bed-Stuy 1 are currently using rooms in excess of their adjusted baseline Footprint allocations. The table below summarizes the available space in K033 after Urban Environment, Foundations Academy, P368K@I033K and SA Bed-Stuy 1 have received their adjusted baseline allocations.

2015-2016	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
Space in Excess of Baseline Allocation	11	2	1	0.0

2016-2017 (FIRST AND FINAL YEAR OF IMPLEMENTATION):

If both closure proposals are approved, during the first and final year of implementation, SA Bed-Stuy 1, and P368K@I033K will be the only two schools in K033, and Urban Environment and Foundations Academy will close after the 2015-2016 school year. As such, during the first and final year of implementation there will be no space allocated to Urban Environment and Foundations Academy.

The chart below represents the spaces to be allocated for the 2016-2017 school year.

School Name	Grade Span	Total Projected Enrollment ⁷	GE/ICT Sections	SC Sections
Urban Environment	-	-	-	-
Foundations Academy	-	-	-	-
P368K@I033K	6-12	65-90	0	11
SA Bed-Stuy 1	K-5	505-565	21	1

After P368K@I033K and SA Bed-Stuy 1 have received their respective baseline or adjusted baseline Footprint allocations, the following rooms will remain unallocated in K033:

2016-2017	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocation	22	6	1	1.5

The excess space will be allocated to both schools based upon one or more of the following factors: each school's relative enrollment and the physical location of the available space in relation to the location of each school within the building.

⁷ 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 2016-2017 room allocation plan for P368K@I033K and SA Bed-Stuy 1 based on their adjusted and baseline Footprint allocations.

2016-2017		Non-Admin Spaces		Administrative Spaces				Total Admin (FSE)	Additional (Excess) Allocation				Grand Total Space Allocation			
		Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms		Additional Full-Size Rooms	Additional Half-Size Rooms	Additional Quarter-Size Rooms	Additional Designed Admin (FSE)	Total Full-Size Rooms	Total Half-Size Rooms	Total Quarter-Size Rooms	Total Designed Admin (FSE)
SA Bed-Stuy 1	Baseline Footprint Allocation	24	4	0.0	4	0	0	4.0	19	5	0	0.0	47	9	0	0.0
P368K@I033K	Baseline Footprint Allocation	4	10	3.0	-	-	-	3.0	-	-	-	-	-	-	-	-
	Adjusted Baseline Allocation	10	4	3.0	0	0	0	3.0	3	1	1	1.5	13	5	1	4.5

As indicated in the preceding chart, in 2016-2017:

- SA Bed-Stuy 1 will be allocated 47 full-size rooms and 9 half-size rooms. This allocation is 19 full-size room and 5 half-size rooms above SA Bed-Stuy 1's baseline Footprint allocation.
- P368K@I033K will be allocated 13 full-size rooms, 5 half-size rooms, 1 quarter-size room, and 4.5 FSE rooms of designed administrative space. This includes 3 full-size rooms, 1 half-size room, 1 quarter-size room, and 1.5 FSE rooms of designed administrative space above P368K@I033K's adjusted baseline allocation.

The room change between the 2015-2016 school year and the 2016-2017 school year is reflected in the table below.

ROOM CHANGE (+/-)	CURRENT 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)
Urban Environment	9	1	0	1.5	-	-	-	-	-9	-1	0	-1.5
Foundations Academy	10	4	0	0.0	-	-	-	-	-10	-4	0	0.0
SA Bed-Stuy 1	29	5	0	0.0	47	9	0	0.0	+18	+4	0	0.0
P368K@I033K	12	4	1	3.0	13	5	1	4.5	+1	+1	0	+1.5

Shared Space Plan

A proposed shared space plan for the 2016-2017 school year is below. The following plan is based on the estimated duration of time each of the co-located schools will have in each of the shared spaces in building K033. The final shared space schedule would be collaboratively drafted by the BC after the proposed co-location has been approved by the Panel for Educational Policy.

JUSTIFICATION OF FEASIBILITY AND EQUITY OF PROPOSED SHARED SPACE PLAN

This proposed Shared Space Plan is based upon each school's projected enrollment 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, BCs 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 BC comes to an agreement of the final Shared Space Plan collaboratively. (NOTE: The BC 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 BC 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 website⁸, 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.⁹ Where possible, the proposed schedule maintains the current school's allocation of time in each shared space and re-distributes remaining time for additional organizations. To the extent feasible, shared spaces are allocated in a manner that allows schools that have already been using the space this year to continue using it on a similar schedule next year.

Cafeteria:

Cafeteria

- The cafeteria has a capacity of 678.
- The total time allocated to each organization in the cafeteria is primarily based upon all schools' current use of the cafeteria, the schools' projected enrollment, capacity of the cafeteria, and grade levels served. Each organization will be able to accommodate its students in the cafeteria within this proposed allocation of time.
- The DOE proposes that SA Bed-Stuy 1 receive a greater amount of time in the cafeteria because this school will serve the greatest number of students in the 2016-17 school year. In the proposed plan, SA Bed-Stuy 1 will be allocated 2 hours and 30 minutes daily in the cafeteria for lunch. P368K@I033K will be allocated 45 minutes daily in the cafeteria.
- With regards to breakfast, the DOE notes that traditionally not all students have opted to participate in the breakfast program at the schools in K033. P368K@I033K will receive 35 minutes daily for breakfast, while SA Bed-Stuy 1 receives 45 minutes daily for breakfast.

Gymnasium:

There are two gymnasiums in the building.

⁸ See the DOE's School Food website at: http://www.opt-osfns.org/schoolfood/sch_search/schfood.aspx?cfoodsched=17221.

⁹ See the DOE's Office of Pupil Transportation website at: <https://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/SearchResult.aspx>.

Gymnasium 1

- Gymnasium 1 has the capacity to serve 253 students.
- The DOE proposes that time in gymnasium 1 be allocated relative to the projected enrollment of each school.
- The DOE proposes that SA Bed-Stuy 1 receive a greater amount of time in the gymnasium because this school will serve the greatest number of students in the 2016-17 school year.
 - P368K@I033K is allocated 60 minutes daily.
 - SA Bed-Stuy 1 receives five hours on Monday, Tuesday, Wednesday, and Friday, as well as two hours and 50 minutes on Thursday.

Gymnasium 2

- Gymnasium 2 also has the capacity to serve 253 students.
- The DOE proposes that time in gymnasium 2 be allocated relative to the projected enrollment of each school.
- The DOE proposes that SA Bed-Stuy 1 receive a greater amount of time in the gymnasium because this school will serve the greatest number of students in the 2016-17 school year.
 - P368K@I033K is allocated 60 minutes daily.
 - SA Bed-Stuy 1 receives five hours on Monday, Tuesday, Wednesday and Friday, as well as two hours and 50 minutes on Thursday.

Auditorium:

- There is one auditorium in the building, which has the capacity to hold 506 students.
- The DOE proposes that the auditorium be allocated relative to the projected enrollments of each school.
- The DOE proposes that SA Bed-Stuy 1 receive a greater amount of time in the auditorium because this school will serve the greatest number of students in the 2016-17 school year.
 - The P368K@I033K is allocated one hour daily in the auditorium.
 - SA Bed-Stuy 1 receives six hours on Mondays, Tuesdays, Wednesday, and Fridays, as well as three hours on Thursday.

Dance Room:

- The DOE proposes that the Dance Room be allocated relative to the projected enrollments of each school.
- The DOE proposes that SA Bed-Stuy 1 receive a greater amount of time in the dance room, because this school will serve the greatest number of students in the 2016-17 school year.
 - P368K@I033K is allocated 45 minutes daily.
 - SA Bed-Stuy 1 is allocated four hours and fifteen minutes on Monday, Tuesday, Wednesday, and Friday, as well as two hours on Thursday.

Science Labs:

There are two science labs in K033.

Science Lab 1

- The DOE proposes that time in science lab 1 be allocated relative to the projected enrollment of each school.
- The DOE proposes that SA Bed-Stuy 1 receive a greater amount of time in science lab 1, because this school will serve the greatest number of students in the 2016-17 school year.
 - P368K@I033K is allocated 45 minutes daily.
 - SA Bed-Stuy 1 is allocated three hours and thirty minutes on Mondays, Tuesdays, Wednesday, and Fridays, as well as two hours on Thursday.

Science Lab 2

- The DOE proposes that time in science lab 2 be allocated relative to the projected enrollment of each school.
- The DOE proposes that SA Bed-Stuy 1 receive a greater amount of time in science lab 2, because this school will serve the greatest number of students in the 2016-17 school year.
 - P368K@I033K is allocated 45 minutes daily.
 - SA Bed-Stuy 1 is allocated three hours and thirty minutes on Mondays, Tuesdays, Wednesday, and Fridays, as well as two hours on Thursday.

After-School Programs:

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

In 2016-2017, the DOE projects P368K@I033K will serve approximately 85-95 students and SA Bed-Stuy 1 will serve approximately 460-550 students at K033. Based on the Office of Pupil Transportation's bus schedules for the earliest start and latest end times of the school day, P368K@I033K's school day runs from approximately 8:20 a.m. to 3:30 p.m., and SA Bed-Stuy 1's school day runs from approximately 7:45 a.m. to 4:30 p.m. on Monday, Tuesday, Wednesday and Friday, and on Thursday the school day runs from approximately 7:45 am to 2:00 pm.

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: 678)	<p><u>Breakfast:</u> SA Bed-Stuy 1 7:00am – 7:45am</p> <p>P368K@I033K 7:45am – 8:20am</p> <p><u>Lunch:</u> SA Bed-Stuy 1 10:45am – 1:15pm</p> <p>P368K@I033K 1:30pm – 2:15pm</p>	<p><u>Breakfast:</u> SA Bed-Stuy 1 7:00am – 7:45am</p> <p>P368K@I033K 7:45am – 8:20am</p> <p><u>Lunch:</u> SA Bed-Stuy 1 10:45am – 1:15pm</p> <p>P368K@I033K 1:30pm – 2:15pm</p>	<p><u>Breakfast:</u> SA Bed-Stuy 1 7:00am – 7:45am</p> <p>P368K@I033K 7:45am – 8:20am</p> <p><u>Lunch:</u> SA Bed-Stuy 1 10:45am – 1:15pm</p> <p>P368K@I033K 1:30pm – 2:15pm</p>	<p><u>Breakfast:</u> SA Bed-Stuy 1 7:00am – 7:45am</p> <p>P368K@I033K 7:45am – 8:20am</p> <p><u>Lunch:</u> SA Bed-Stuy 1 10:45am – 1:15pm</p> <p>P368K@I033K 1:30pm – 2:15pm</p>	<p><u>Breakfast:</u> SA Bed-Stuy 1 7:00am – 7:45am</p> <p>P368K@I033K 7:45am – 8:20am</p> <p><u>Lunch:</u> SA Bed-Stuy 1 10:45am – 1:15pm</p> <p>P368K@I033K 1:30pm – 2:15pm</p>
Gymnasium 1 (Capacity: 253)	<p>SA Bed-Stuy 1 8:30am – 10:30am 1:30pm - 4:30pm</p> <p>P368K@I033K 12:00pm – 1:00pm</p>	<p>SA Bed-Stuy 1 8:30am – 10:30am 1:30pm - 4:30pm</p> <p>P368K@I033K 12:00pm – 1:00pm</p>	<p>SA Bed-Stuy 1 8:30am – 10:30am 1:30pm - 4:30pm</p> <p>P368K@I033K 12:00pm – 1:30pm</p>	<p>SA Bed-Stuy 1 8:30am – 10:30am</p> <p>P368K@I033K 12:00pm – 1:00pm</p>	<p>SA Bed-Stuy 1 8:30am – 10:30am 1:30pm - 4:30pm</p> <p>P368K@I033K 12:00pm – 1:00pm</p>
Gymnasium 2 (Capacity: 253)	<p>SA Bed-Stuy 1 8:30am – 10:30am 1:30pm - 4:30pm</p> <p>P368K@I033K 12:00pm – 1:00pm</p>	<p>SA Bed-Stuy 1 8:30am – 10:30am 1:30pm - 4:30pm</p> <p>P368K@I033K 12:00pm – 1:00pm</p>	<p>SA Bed-Stuy 1 8:30am – 10:30am 1:30pm - 4:30pm</p> <p>P368K@I033K 12:00pm – 1:00pm</p>	<p>SA Bed-Stuy 1 8:30am – 10:30am</p> <p>P368K@I033K 12:00pm – 1:00pm</p>	<p>SA Bed-Stuy 1 8:30am – 10:30am 1:30pm - 4:30pm</p> <p>P368K@I033K 12:00pm – 1:00pm</p>
Auditorium (Capacity: 506)	<p>SA Bed-Stuy 1 7:45am – 10:45am 1:30pm - 4:30pm</p> <p>P368K@I033K 10:45am – 11:45am</p>	<p>SA Bed-Stuy 1 7:45am – 10:45am 1:30pm - 4:30pm</p> <p>P368K@I033K 10:45am – 11:45am</p>	<p>SA Bed-Stuy 1 7:45am – 10:45am 1:30pm - 4:30pm</p> <p>P368K@I033K 10:45am – 11:45am</p>	<p>SA Bed-Stuy 1 7:45am – 10:45am</p> <p>P368K@I033K 10:45am – 11:45am</p>	<p>SA Bed-Stuy 1 7:45am – 10:45am 1:30pm - 4:30pm</p> <p>P368K@I033K 10:45am – 11:45am</p>

Space	Monday	Tuesday	Wednesday	Thursday	Friday
Dance Room	SA Bed-Stuy 1 7:45am – 9:45am 2:15pm – 4:30pm P368K@I033K 11:45am- 12:45 pm	SA Bed-Stuy 1 7:45am – 9:45am 2:15pm – 4:30pm P368K@I033K 11:45am- 12:45 pm	SA Bed-Stuy 1 7:45am – 9:45am 2:15pm – 4:30pm P368K@I033K 11:45am- 12:45 pm	SA Bed-Stuy 1 7:45am – 9:45am P368K@I033K 11:45am- 12:45 pm	SA Bed-Stuy 1 7:45am – 9:45am 2:15pm – 4:30pm P368K@I033K 11:45am- 12:45 pm
Science Lab 1	SA Bed-Stuy 1 7:45am – 8:45am 2:00pm – 4:30pm P368K@I033K 10:00am- 10:45 am	SA Bed-Stuy 1 7:45am – 8:45am 2:00pm – 4:30pm P368K@I033K 10:00am- 10:45 am	SA Bed-Stuy 1 7:45am – 8:45am 2:00pm – 4:30pm P368K@I033K 10:00am- 10:45 am	SA Bed-Stuy 1 7:45am – 9:45am P368K@I033K 10:00am- 10:45 am	SA Bed-Stuy 1 7:45am – 8:45am 2:00pm – 4:30pm P368K@I033K 10:00am- 10:45 am
Science Lab 2	SA Bed-Stuy 1 7:45am – 8:45am 2:00pm – 4:30pm P368K@I033K 11:45am- 12:45pm	SA Bed-Stuy 1 7:45am – 8:45am 2:00pm – 4:30pm P368K@I033K 11:45am- 12:45pm	SA Bed-Stuy 1 7:45am – 8:45am 2:00pm – 4:30pm P368K@I033K 11:45am- 12:45pm	SA Bed-Stuy 1 7:45am – 9:45am P368K@I033K 11:45am- 12:45pm	SA Bed-Stuy 1 7:45am – 8:45am 2:00pm – 4:30pm P368K@I033K 11:45am- 12:45pm

Building Safety and Security

Pursuant to Chancellor's Regulation A-414,¹⁰ every school/campus must have a School Safety Committee ("SSC"). 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 comprises various members of the school community, including the 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 SSC must meet once each month. During each school year, one annual Town Hall meeting must also be held, which is open to all parents in the schools/campus. The meeting is conducted for the purpose of allowing parents to discuss concerns regarding the school, including matters relating to school safety agents. For this reason, the School Safety Division and local police precinct must be invited to participate in this meeting.

The committee is also responsible for developing a comprehensive School Safety Plan ("SSP") 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 SSP model. Each program operating within a school must enter program-specific information in the SSP. SSPs are updated annually by the SSC 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.

As members of the SSC, the leaders/designees of SA -Bed-Stuy 1 and P368K@I033K will participate in the development of the building's SSP and ensure that any security-related issues or needs which may arise with respect to the co-location will be addressed on an ongoing basis. Moreover, the SSP for the K033 school building will be modified as appropriate to meet any changing security needs associated with the co-location.

Each school building must also establish a Building Response Team that will consist of trained staff members from each of the schools in K033, and that is activated when emergencies or large building-wide events occur. The members of this team must be identified and listed in the SSP.

The completed SSP for the K033 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 SSC will be advised. Once the SSP is approved, it will be submitted to the New York City Police Department ("NYPD") for final approval and certification by the NYPD.

Proposed Communications Strategy

As per the Campus Policy Memo 2014,¹¹ co-located schools must actively participate in a 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.

An 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 reviews the implementation of the BUP once it has been approved by the PEP. With respect to charter schools that were approved to be located or co-located in a public school building prior to the effective date of the amended Charter Schools Act, the SSC reviews implementation of the current building space plans in place at those buildings. The SSC meets at least four times per year.

The SSC is 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

¹⁰ Chancellor's Regulation A-414 is available at: <http://schools.nyc.gov/NR/ronlyres/E8107B84-BB3C-4CFF-ABFA-2D939CBAB46E/0/A41432410FINAL.pdf>.

¹¹ Campus Policy Memo 2014 is available at <http://schools.nyc.gov/NR/ronlyres/D75FC07C-3548-4787-B262-107EB7C57BB4/0/2014CampusPolicyMemo9114.pdf>.

teacher representing that school. SSC agendas and minutes must be shared with the BC. SSC members may be asked to communicate with their constituencies about the BUP and its campus implementation.