SECOND AMENDED BUILDING UTILIZATION PLAN

INTRODUCTION

As described in greater detail in the attached second amended Educational Impact Statements ("EISs"), on January 8, 2016, the New York City Department of Education ("DOE") issued two concurrent proposals for the use of space beginning in the 2016-2017 school year in building K292 ("K292"), located at 301 Vermont Street, Brooklyn, NY 11207, in Community School District 19 ("District 19").

The first of the two EISs describes a proposal to re-site and co-locate the middle school grades of Achievement First Apollo Charter School (84K774, "AF Apollo"), an existing charter school serving students in kindergarten through sixth grades, to K292. A "re-siting" occurs when students attend classes in a building different from the building in which they currently attend classes. If this proposal is approved, the middle school grades five through eight of AF Apollo ("AF Apollo MS") will be re-sited and co-located in K292 with J.H.S. 292 Margaret S. Douglas (19K292, "J.H.S. 292"), an existing district middle school that currently serves students in sixth through eighth grades. A "co-location" means that two or more school organizations are located in the same building and may share common spaces like the auditorium, gymnasium, library, and cafeteria. Building K292 also houses two Community-based Organizations (CBOs), Good Shepherd and Comprehensive Adolescent Pregnancy Prevention (CAPP). If this proposal is approved, AF Apollo MS will serve students in fifth through seventh grades in K292 in the 2016-2017 school year. As set forth in a previously approved proposal, AF Apollo will expand to serve students in kindergarten through seventh grades beginning in the 2016-2017 school year, and will further expand to serve eighth grade students beginning in the 2017-2018 school year.[1] If this proposal is approved, AF Apollo will continue its previously approved phase-in and will serve students in fifth through eighth grades in K292 when it reaches full scale in the 2017-2018 school year. This proposal replaces a proposal, issued on December 3, 2015, to re-site students in kindergarten through eighth grades in AF Apollo from K302 to K292. The DOE determined that keeping the elementary grades of Achievement First at K302 would limit disruption to the K302 community and provide more stability for the elementary students at AF Apollo, leading to the withdrawal of that proposal on December 18, 2015.

The second EIS describes a proposal to open and co-locate the high school grades of Achievement First Brownsville Charter School (84K626, "AF Brownsville") and AF Apollo, which will together function as one high school under the name of Achievement First High School 3 ("AF High School 3"), in K292 beginning in the 2016-2017 school year. If this proposal is approved, AF High School 3 will open in K292 in the 2016-2017 school year, serving students in ninth grade, and will add one grade level each year until it reaches full scale, serving students in ninth through twelfth grades in the 2019-2020 school year in K292.[2]

The EISs and this Building Utilization Plan ("BUP") for these proposals have been amended a second time. On January 12, 2016, the BUP for K292 was amended to correct typographical errors in the introduction. The amended BUP reflects the correct DBN of AF Apollo, which was listed incorrectly in the original BUP. Additionally, the amended BUP reflects a correction to the street address of building K292. On February 5, 2016, the EISs and BUP for K292 were amended a second time to reflect a change in the CBO using one full-size space in K292. The DOE was made aware that the CBO Good Shepherd has replaced the CBO Soul Tigers in K292 and is now serving students in the full size space previously occupied by Soul Tigers. Neither amendment made to the BUP change the proposed space allocations for any of the impacted schools in K292. Additionally, there have been no changes made to the BUP for K302.

The two proposals in K292 are not contingent upon one another and will be voted on separately by the Panel for Educational Policy ("PEP") at their February meeting. Should the PEP approve only one of the two proposals, the DOE will issue a revised BUP to reflect the approved plan for K292.

Pursuant to the New York Charter Schools Act of 1998 (as amended), the following plan outlines the classrooms and administrative space that will be allocated to J.H.S. 292, AF Apollo MS and AF High School 3 if both proposals are approved by the PEP. It also includes a proposal for the collaborative usage of shared resources and spaces during the 2016-2017 year between J.H.S. 292, AF Apollo MS and AF High School 3 including, but not limited to, cafeterias, libraries, gymnasiums, and recreational areas, to assure equitable access to such facilities. Schools' allocations are based on the Citywide Instructional Footprint ("Footprint"), which prescribes a minimum 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.[3] On December 2, 2015, the DOE released an updated Footprint that includes increased allocations of

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[1] More information about the previously approved expansion of Achievement First Apollo Charter School can be found online at http://schools.nyc.gov/NR/rdonlyres/BF115982-FF79-4522-AA19-1F9BE2F133D8/138738/84K774AFApolloExpansionatK302_AmendedEIS_vfinal2.pdf.

[2] The expansion of AF High School 3 is also contingent on the approval of revisions to AF Apollo's and AF Brownsville's respective charters.

[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

administrative space. The baseline and adjusted baseline allocations of space in the current school year and beyond reflect this change. 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 ("SSC") is also included. Please refer to the second amended EISs, to which this plan is attached, for further information about the proposals.

As described throughout this document, the final shared space schedule will be collaboratively finalized by the Building Council if the proposed co-locations are approved by the PEP.

METHODOLOGY

The DOE has applied the Footprint to all schools outlined in this plan to allocate rooms in an unbiased manner, and has divided any remaining excess space equitably based on the proportion of the total students in the building enrolled by each school, the instructional and programmatic needs of the co-located schools, and the physical location of the excess space within the building.

JUSTIFICATION OF FEASIBILITY AND EQUITABILITY OF CLASSROOM AND ADMINISTRATIVE SPACE ALLOCATION

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 classrooms proportionate to the number of students enrolled. These classrooms can be used at the principal's discretion for purposes such as art and/or music instruction, among other things.

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

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

For grades 6-12, the Footprint assumes that students move from class to class and that classrooms should be programmed at maximum efficiency. The Footprint does not require that every teacher have his or her own designated classroom. Principals are asked to program their schools efficiently so that classrooms can be used for multiple purposes throughout the course of the school day.

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

While the Footprint sets forth a baseline space allocation, school leaders are empowered to make decisions about how to utilize the space allocated to the school. Therefore, each principal makes decisions about how and where students will be served within the space allocated to the school. The DOE also provides support to the schools to ensure that the schools

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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

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 performed on October 23, 2015 by a representative of the Office of Space Planning, K292 has a total of 72 full-size rooms,[4] 19 half-size rooms,[5] 5 quarter-size rooms,[6] and 6.25 FSE rooms of designed administrative office space. K292 also contains an auditorium, cafeteria, library, and gymnasium. The spaces listed below are shared spaces or contain building services and will not be included in the allocation of space for an individual school:

- The Nurse's Office occupies 0.5 FSE room of designed administrative space.
- The Music Room occupies 1 full-size space.
- The Band Room occupies 1 full-size space.
- The CBO Good Shepherd occupies 1 full-size space.
- The CBO CAPP occupies 1 half-size space.
- The Dance Room occupies 1 full-size space.
- The School Food District 19 Field Office occupies 1 full-size space.
- The School Based Support Team occupies 1.0 FSE room of designed administrative space.
- The custodian's office occupies 1 half-size space.

Excluding the spaces outlined above, K292 has a total of 67 full-size rooms, 17 half-size rooms, 5 quarter-size rooms, and the full-size equivalent of 4.75 designed administrative office spaces remaining that can be allocated to schools.

Summary	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
Building Total	72	19	5	6.25
Shared Spaces or Building Services	5	2	0	1.5
Remaining to Be Allocated	**67**	**17**	**5**	**4.75**

[4] Full-size classrooms have an area of 500 square feet or more.
[5] Half-size classrooms have an area of 240 square feet or more, but less than 500 square feet.
[6] Quarter-size rooms are smaller than 240 square feet.

2015-2016 (CURRENT SCHOOL YEAR):

The table below summarizes the total enrollment, grade spans, and number of sections at J.H.S. 292 in the 2015-2016 school year:

2015-2016	Enrollment[7]	Grade Span	GE/ICT Sections	SC Sections
J.H.S. 292	628	6-8	22	5

The table below summarizes J.H.S. 292's baseline Footprint allocation, which is based on the methodology described at the beginning of this document, as well as the additional (excess) space above J.H.S. 292's baseline Footprint allocation that J.H.S. 292 is currently allocated and using.

2015-2016		Non-Admin Spaces		Administrative Spaces				Total Admin (FSE)	Additional (Excess) Allocation				Total Current 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)
J.H.S. 292	Baseline Footprint Allocation	23	8	3.25	1	1	1	5.0	43	8	4	1.5	67	17	5	4.75

In total, J.H.S. 292 is currently allocated 67 full-size rooms, 17 half-size rooms, 5 quarter-size rooms and 4.75 FSE of designed administrative space. This allocation includes 43 full-size rooms, 8 half-size rooms, 4 quarter-size rooms and 1.5 FSE rooms of designed administrative space in excess of J.H.S. 292's baseline Footprint allocation.

As shown in the table above, J.H.S. 292 is currently using rooms in excess of its baseline Footprint allocation. The table below summarizes the available space within K292 after J.H.S. 292 has received its baseline allocation.

2015-2016	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
Space in Excess of Baseline Allocation	43	8	4	1.5

2016-2017 (FIRST YEAR OF PROPOSED IMPLEMENTATION):

[7] Based on the 2015-2016 Unaudited Register as of October 31, 2015.

If the proposal to re-site and co-locate AF Apollo MS and the proposal to open and co-locate AF High School 3 are approved, beginning in 2016-2017, AF Apollo MS will serve students in fifth through seventh grades and AF High School 3 will serve students in ninth grade in K292 alongside J.H.S. 292. The table below summarizes the total projected enrollment, grade spans, and number of sections at each school in the 2016-2017 school year:

2016-2017	Projected Enrollment[8]	Grade Span	GE/ICT Sections	SC Sections
J.H.S. 292	575-605	6-8	22	5
AF Apollo MS	285-315	5-7	12	0
AF High School 3	115-125	9	4	0

After J.H.S. 292, AF Apollo MS, and AF High School 3 have received their respective baseline Footprint allocation of rooms, the following numbers of excess rooms remain:

2016-2017	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocation	21	5	2	1.5

The excess space will be allocated between J.H.S. 292, AF High School 3, and AF Apollo MS based upon the enrollment of the schools and the physical location of the available space in relation to the location of each school within the building.

The table below summarizes the full 2016-2017 room allocation plan for J.H.S. 292, AF Apollo MS, and AF High School 3 based on their baseline Footprint allocations, plus the excess space allocations:[9]

[8] Charter school projections are based on authorized enrollment pursuant to the charter application except where otherwise indicated.
[9] On December 2, 2015, the DOE released an updated Footprint that includes increased allocations of administrative space. The baseline allocations of space in the 2016-2017 school year and beyond reflect this change. More information about the updated Footprint can be found online at http://schools.nyc.gov/Offices/OSP/KeyDocuments/Instructional Footprint.

2016-2017		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)
J.H.S. 292	Baseline Footprint Allocation	23	8	3.25	1	0	3	5.0	11	2	1	1.5	35	10	4	4.75
AF Apollo MS	Baseline Footprint Allocation	13	1	0	3	1	0	3.5	7	3	1	0	23	5	1	0
AF High School 3	Baseline Footprint Allocation	4	1	0	2	1	0	2.5	3	0	0	0	9	2	0	0

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

- The DOE will allocate J.H.S. 292 35 full-size rooms, 10 half-size rooms, 4 quarter-size rooms and 4.75 FSE rooms of designed administrative space. This allocation includes 11 full-size rooms, 2 half-size rooms, 1 quarter-size room and 1.5 FSE room of designed administrative space in excess of J.H.S. 292's baseline Footprint allocation.
- The DOE will allocate AF Apollo MS 23 full-size rooms, 5 half-size rooms and 1 quarter-size room. This allocation includes 7 full-size rooms, 3 half-size rooms and 1 quarter-size room in excess of AF Apollo MS's baseline Footprint allocation.
- The DOE will allocate AF High School 3 9 full-size rooms and 2 half-size rooms. This allocation includes 3 full-size rooms in excess of AF High School 3's baseline Footprint allocation.

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

ROOM CHANGE (+/-)	CURRENT 2015-2016 TOTAL SPACE ALLOCATIONS				PROPOSED 2016-2017 TOTAL SPACE ALLOCATIONS				YEAR-OVER-YEAR CHANGE (+/-)			
	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
J.H.S. 292	67	17	5	4.75	35	10	4	4.75	-32	-7	-1	0
AF Apollo MS	0	0	0	0	23	5	1	0	+23	+5	+1	0
AF High School 3	0	0	0	0	9	2	0	0	+9	+2	0	0

2017-2018 (SECOND YEAR OF PROPOSED IMPLEMENTATION):

If the proposal to re-site and co-locate AF Apollo MS and the proposal to open and co-locate AF High School 3 are approved, beginning in 2017-2018, AF Apollo MS will serve students at full scale in fifth through eighth grades and AF High School 3 will serve students in ninth and tenth grades in K292 alongside J.H.S. 292. The table below summarizes the total projected enrollment, grade spans, and number of sections at each school in the 2017-2018 school year:

2017-2018	Projected Enrollment	Grade Span	GE/ICT Sections	SC Sections
J.H.S. 292	550-580	6-8	22	5
AF Apollo MS	380-420	5-8	16	0
AF High School 3	230-250	9-10	8	0

After J.H.S. 292, AF Apollo MS, and AF High School 3 have received their respective baseline Footprint allocation of rooms, the following numbers of excess rooms remain:

2017-2018	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)

Space In Excess of Baseline Allocation	12	5	2	1.5

The excess space will be allocated between J.H.S. 292, AF High School 3, and AF Apollo MS based upon the enrollment of the schools and the physical location of the available space in relation to the location of each school within the building.

The table below summarizes the full 2017-2018 room allocation plan for J.H.S. 292, AF Apollo MS, and AF High School 3 based on their baseline Footprint allocations, plus the excess space allocations:

2017-2018		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)
J.H.S. 292	Baseline Footprint Allocation	23	8	3.25	1	0	3	5.0	6	2	0	1.5	30	10	3	4.75
AF Apollo MS	Baseline Footprint Allocation	17	1	0	3	2	0	4.0	4	1	1	0	24	4	1	0
AF High School 3	Baseline Footprint Allocation	8	1	0	3	0	0	3.0	2	2	1	0	13	3	1	0

As indicated in the preceding chart, in 2017-2018:

- The DOE will allocate J.H.S. 292 30 full-size rooms, 10 half-size rooms, 3 quarter-size rooms, and 4.75 FSE rooms of designed administrative space. This allocation includes 6 full-size rooms, 2 half-size rooms, and 1.5 FSE room of designed administrative space in excess of J.H.S. 292's baseline Footprint allocation.
- The DOE will allocate AF Apollo MS 24 full-size rooms, 4 half-size rooms, and 1 quarter-size room. This allocation includes 4 full-size rooms, 1 half-size room, and 1 quarter-size room in excess of AF Apollo MS's baseline Footprint allocation.
- The DOE will allocate AF High School 3 13 full-size rooms, 3 half-size rooms, and 1 quarter-size room. This allocation includes 2 full-size rooms, 2 half-size rooms, and 1 quarter size room in excess of AF High School 3's baseline Footprint allocation.

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

ROOM CHANGE (+/-)	PROPOSED 2016-2017 TOTAL SPACE ALLOCATIONS				PROPOSED 2017-2018 TOTAL SPACE ALLOCATIONS				YEAR-OVER-YEAR CHANGE (+/-)			
	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
J.H.S. 292	35	10	4	4.75	30	10	3	4.75	-5	0	-1	0
AF Apollo MS	23	5	1	0	24	4	1	0	+1	-1	0	0
AF High School 3	9	2	0	0	13	3	1	0	+4	+1	+1	0

2018-2019 (THIRD YEAR OF PROPOSED IMPLEMENTATION):

If the proposal to re-site and co-locate AF Apollo MS and the proposal to open and co-locate AF High School 3 are approved, beginning in 2018-2019, AF High School 3 will serve students in ninth through eleventh grades in K292 alongside AF Apollo MS and J.H.S. 292. The table below summarizes the total projected enrollment, grade spans, and number of sections at each school in the 2018-2019 school year:

2018-2019	Projected Enrollment	Grade Span	GE/ICT Sections	SC Sections
J.H.S. 292	555-585	6-8	22	5
AF Apollo MS	380-420	5-8	16	0
AF High School 3	345-375	9-11	12	0

After J.H.S. 292, AF Apollo MS, and AF High School 3 have received their respective baseline Footprint allocation of rooms, the following numbers of excess rooms remain:

2018-2019	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocation	8	4	2	1.5

The excess space will be allocated between J.H.S. 292, AF High School 3, and AF Apollo MS based upon the enrollment of the schools and the physical location of the available space in relation to the location of each school within the building.

The table below summarizes the full 2018-2019 room allocation plan for J.H.S. 292, AF Apollo MS, and AF High School 3 based on their baseline Footprint allocations, plus the excess space allocations:

2018-2019		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)
J.H.S. 292	Baseline Footprint Allocation	23	8	3.25	1	0	3	5.0	2	2	0	1.5	26	10	3	4.75
AF Apollo MS	Baseline Footprint Allocation	17	1	0	3	2	0	4.0	3	0	2	0	23	3	2	0
AF High School 3	Baseline Footprint Allocation	12	1	0	3	1	0	3.5	3	2	0	0	18	4	0	0

As indicated in the preceding chart, in 2018-2019:

- The DOE will allocate J.H.S. 292 26 full-size rooms, 10 half-size rooms, 3 quarter-size rooms and 4.75 FSE rooms of designed administrative space. This allocation includes 2 full-size rooms, 2 half-size rooms, and 1.5 FSE room of designed administrative space in excess of J.H.S. 292's baseline Footprint allocation.
- The DOE will allocate AF Apollo MS 23 full-size rooms, 3 half-size rooms, and 2 quarter-size rooms. This allocation includes 3 full-size rooms and 2 quarter-size rooms in excess of AF Apollo MS's baseline Footprint allocation.
- The DOE will allocate AF High School 3 18 full-size rooms and 4 half-size rooms. This allocation includes 3 full-size rooms and 2 half-size rooms in excess of AF High School 3's baseline Footprint allocation.

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

ROOM CHANGE (+/-)	PROPOSED 2017-2018 TOTAL SPACE ALLOCATIONS				PROPOSED 2018-2019 TOTAL SPACE ALLOCATIONS				YEAR-OVER-YEAR CHANGE (+/-)			
	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
J.H.S. 292	30	10	3	4.75	26	10	3	4.75	-4	0	0	0
AF Apollo MS	24	4	1	0	23	3	2	0.0	-1	-1	+1	0
AF High School 3	13	3	1	0	18	4	0	0.0	+5	+1	-1	0

2019-2020 (FOURTH AND FINAL YEAR OF PROPOSED IMPLEMENTATION):

If the proposal to re-site and co-locate AF Apollo MS and the proposal to open and co-locate AF High School 3 in K292 are approved, beginning in 2019-2020 AF High School 3 will serve students in ninth through twelfth grades in K292 alongside AF Apollo MS and J.H.S. 292. The table below summarizes the projected enrollment, grade spans, and number of sections at each school in the 2019-2020 school year:

2019-2020	Projected Enrollment	Grade Span	GE/ICT Sections	SC Sections
J.H.S. 292	555-585	6-8	22	5
AF Apollo MS	380-420	5-8	16	0
AF High School 3	460-500	9-12	16	0

After J.H.S. 292, AF Apollo MS, and AF High School 3 have received their baseline Footprint allocation of rooms, the following number of excess rooms remain.

2019-2020	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocation	4	3	2	1.5

The excess space will be allocated between J.H.S. 292, AF Apollo MS, and AF High School 3 based upon the enrollment of the schools and the physical location of the available space in relation to the location of each school within the building.

The table below summarizes the full 2019-2020 room allocation plan for J.H.S. 292, AF Apollo MS, and AF High School 3 based on their baseline footprint allocations, plus the excess space allocations:

2019-2020		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)
J.H.S. 292	Baseline Footprint Allocation	23	8	3.25	1	0	3	5.0	2	1	0	1.5	26	9	3	4.75
AF Apollo MS	Baseline Footprint Allocation	17	1	0	3	2	0	4.0	0	1	2	0	20	4	2	0
AF High School 3	Baseline Footprint Allocation	16	1	0	3	2	0	4.0	2	1	0	0	21	4	0	0

As indicated in the preceding chart, in 2019-2020:

- The DOE will allocate J.H.S. 292 26 full-size rooms, 9 half-size rooms, 3 quarter-size rooms, and 4.75 FSE rooms of designed administrative space. This allocation includes 2 full-size rooms, 1 half-size room, and 1.5 FSE room of designed administrative space in excess of J.H.S. 292's baseline Footprint allocation.

- The DOE will allocate AF Apollo MS 20 full-size rooms, 4 half-size rooms, and 2 quarter-size rooms. This allocation includes 1 half-size room and 2 quarter-size rooms in excess of AF Apollo MS's baseline Footprint allocation.
- The DOE will allocate AF High School 3 21 full-size rooms and 4 half-size rooms. This allocation includes 2 full-size rooms and 1 half-size room in excess of AF High School 3's baseline Footprint allocation.

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

ROOM CHANGE (+/-)	PROPOSED 2018-2019 TOTAL SPACE ALLOCATIONS				PROPOSED 2019-2020 TOTAL SPACE ALLOCATIONS				YEAR-OVER-YEAR CHANGE (+/-)			
	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
J.H.S. 292	26	10	3	4.75	26	9	3	4.75	0	-1	0	0
AF Apollo MS	23	3	2	0.0	20	4	2	0.0	-3	+1	0	0
AF High School 3	18	4	0	0.0	21	4	0	0.0	+3	0	0	0

Shared Space Plan

A proposed Shared Space Plan ("SSP") 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 K292. The final shared space plan will be collaboratively drafted by the Building Council ("BC") if the proposed co-locations are approved by the PEP. The allocated time for each of the co-located schools in subsequent years will be adjusted based on the phase-in process of AF Apollo MS and AF High School 3, as well as the total enrollment.

JUSTIFICATION OF FEASIBILITY AND EQUITY OF PROPOSED SHARED SPACE PLAN
This proposed SSP is based upon each school's projected enrollment and other relevant factors further described below for each school. Although the DOE has proposed how the shared spaces in the building may be utilized, BCs are free to deviate from the proposed SSP 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 SSP collaboratively. (NOTE: The BC will revisit the SSP 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 SSP is based on projected enrollments for J.H.S. 292's current space allocations, J.H.S. 292's lunch schedule as described on the DOE School Food website,[10] the total capacity of each shared space, the grades served by each of the co-located schools, and the start and end time of J.H.S. 292 and AF Apollo MS's school day based on the Office of Pupil Transportation's bus schedule for a regular school day as well as the anticipated school day for AF High School 3.[11] Where possible, the proposed SSP maintains J.H.S. 292's current allocation of time for breakfast and lunch. If both proposals are approved, 2016-2017 will be the first year that AF Apollo MS and AF High School 3 will be co-located in the building and therefore, it may be necessary to shorten or change some of the times that have been used by J.H.S. 292 so that all students in the building may be accommodated in 2016-2017 and subsequent school years.

Cafeteria

- The total time allocated to each organization in the cafeteria is primarily based upon J.H.S. 292's current use of the cafeteria, the projected enrollment of each school, the capacity of the cafeteria, and the grade levels served by each school.
- In the proposed plan below, J.H.S. 292, AF Apollo MS, and AF High School 3 are allocated separate lunch times in the cafeteria, which has the capacity to hold 600 students.
- The DOE proposes that J.H.S. 292 receive the greatest amount of time in the cafeteria because this school will serve the greatest number of students in the 2016-2017 school year. In the proposed plan, J.H.S. 292 will be allocated 1 hour daily in the cafeteria for lunch. AF Apollo MS and AF High School 3 will each be allocated 45 minutes daily in the cafeteria for lunch.
- With regard to breakfast, the DOE notes that, traditionally, not all students have opted to participate in the breakfast program at J.H.S. 292, which currently uses the cafeteria from 7:50 a.m. to 8:20 a.m. for breakfast. J.H.S. 292 will continue to be allocated the cafeteria for breakfast from 7:50 a.m. to 8:20 a.m. AF Apollo MS will be allocated the cafeteria from 7:15 a.m. to 7:45 a.m. and AF High School 3 will also be allocated the cafeteria from 7:15 a.m.-7:45 a.m. daily.

Gymnasium, Library, and Auditorium

Gymnasium

[10] See the DOE's School Food website at: http://www.schoolfoodnyc.org/school_search/school_map.aspx?school=jhs%20292&b=&zip.
[11] See DOE's Office of Pupil Transportation website at: https://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/SearchResult.aspx.

- There is one gymnasium in the building, which has the capacity to serve 660 students.
- The DOE proposes that time in the gymnasium be allocated relative to the projected enrollment of each school.
- The DOE proposes that J.H.S. 292 receive the greatest amount of time in the gymnasium because this school will serve the greatest number of students in the 2016-17 school year. J.H.S. 292 has been allocated 3 hours and 20 minutes daily. AF Apollo MS has been allocated 1 hour and 30 minutes daily. AF High School 3 has been allocated 45 minutes daily.

Library

- There is one library in the building.
- The DOE proposes that the library be allocated relative to the projected enrollments of each school.
- The DOE proposes that J.H.S. 292 receive the greatest amount of time in the library because this school will serve the greatest number of students in the 2016-17 school year. J.H.S. 292 has been allocated 3 hours and 20 minutes daily. AF Apollo MS has been allocated 1 hour and 30 minutes daily. AF High School 3 has been allocated 45 minutes daily.

Auditorium

- There is one auditorium in the building, which has the capacity to hold 600 students.
- The DOE proposes that the auditorium be allocated relative to the projected enrollment of each school.
- The DOE proposes that J.H.S. 292 receive the greatest amount of time in the auditorium because this school will serve the greatest number of students in the 2016-17 school year. J.H.S. 292 has been allocated 3 hours and 20 minutes daily. AF Apollo MS has been allocated 1 hour and 30 minutes daily. AF High School 3 has been allocated 45 minutes daily.

Band Room, Dance Room, and Music Room

Band Room

- There is one band room in the building.
- The DOE proposes that time in the band room be allocated relative to the projected enrollment of each school.
- The DOE proposes that J.H.S. 292 receive the greatest amount of time in the band room because this school will serve the greatest number of students in the 2016-17 school year. J.H.S. 292 has been allocated 3 hours and 20 minutes daily. AF Apollo MS has been allocated 1 hour and 30 minutes daily. AF High School 3 has been allocated 45 minutes daily.

Dance Room

- There is one dance room in the building.
- The DOE proposes that the dance room be allocated relative to the projected enrollment of each school.

- The DOE proposes that J.H.S. 292 receive the greatest amount of time in the dance room because this school will serve the greatest number of students in the 2016-17 school year. J.H.S. 292 has been allocated 3 hours and 20 minutes daily. AF Apollo MS has been allocated 1 hour and 30 minutes daily. AF High School 3 has been allocated 45 minutes daily.

Music Room

- There is one music room in the building.
- The DOE proposes that the music room be allocated relative to the projected enrollment of each school.
- The DOE proposes that J.H.S. 292 receive the greatest amount of time in the music room because this school will serve the greatest number of students in the 2016-17 school year. J.H.S. 292 has been allocated 3 hours and 20 minutes daily. AF Apollo MS has been allocated 1 hour and 30 minutes daily. AF High School 3 has been allocated 45 minutes daily.

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 Building Council 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, AF Apollo MS is projected to serve 285-315 students, AF High School 3 is projected to serve 115-125 students, and J.H.S. 292 is projected to serve 575-605 students. Based on information from the Office of Pupil Transportation's bus schedules for the earliest start and latest end times of the school day, J.H.S. 292's school day runs from approximately 8:20 a.m. to 2:40 p.m. Monday through Friday. AF Apollo MS's school day runs from approximately 7:15 a.m. to 4:20 p.m. Monday through Thursday and 7:15 a.m. to 1:10 p.m. on Fridays. The DOE has based the start and end times for AF High School 3's school day on the school day of other Achievement First Charter Schools already in operation. As such, AF High School 3's school day is expected to run from approximately 7:15 a.m. to 4:20 p.m. Monday through Thursday and 7:15 a.m. to 1:10 p.m. on Fridays.

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: 600)	**Breakfast:** **J.H.S. 292** 7:50a.m.-8:20a.m. **AF Apollo** 7:15a.m.-7:45a.m. **AF High School 3** 7:15a.m.-7:45a.m.	**Breakfast:** **J.H.S. 292** 7:50a.m.-8:20a.m. **AF Apollo** 7:15a.m.-7:45a.m. **AF High School 3** 7:15a.m.-7:45a.m.	**Breakfast:** **J.H.S. 292** 7:50a.m.-8:20a.m. **AF Apollo** 7:15a.m.-7:45a.m. **AF High School 3** 7:15a.m.-7:45a.m.	**Breakfast:** **J.H.S. 292** 7:50a.m.-8:20a.m. **AF Apollo** 7:15a.m.-7:45a.m. **AF High School 3** 7:15a.m.-7:45a.m.	**Breakfast:** **J.H.S. 292** 7:50a.m.-8:20a.m. **AF Apollo** 7:15a.m.-7:45a.m. **AF High School 3** 7:15a.m.-7:45a.m.
	Lunch: **J.H.S. 292** 11:45a.m.-12:45p.m. **AF Apollo** 11:00a.m.-11:45a.m. **AF High School 3** 12:45p.m.-1:30p.m.	**Lunch:** **J.H.S. 292** 11:45a.m.-12:45p.m. **AF Apollo** 11:00a.m.-11:45a.m. **AF High School 3** 12:45p.m.-1:30p.m.	**Lunch:** **J.H.S. 292** 11:45a.m.-12:45p.m. **AF Apollo** 11:00a.m.-11:45a.m. **AF High School 3** 12:45p.m.-1:30p.m.	**Lunch:** **J.H.S. 292** 11:45a.m.-12:45p.m. **AF Apollo** 11:00a.m.-11:45a.m. **AF High School 3** 12:45p.m.-1:30p.m.	**Lunch:** **J.H.S. 292** 12:45p.m.-1:45p.m. **AF Apollo** 11:00a.m.-11:45a.m. **AF High School 3** 11:45a.m.-12:45p.m.
Gymnasium (Capacity: 660)	**J.H.S. 292** 9:15a.m.-11:50a.m. 1:30p.m.-2:15p.m. **AF Apollo MS** 7:30a.m.-8:30a.m. 11:50a.m.-12:20p.m. **AF High School 3** 8:30a.m.-9:15a.m.	**J.H.S. 292** 9:15a.m.-11:50a.m. 1:30p.m.-2:15p.m. **AF Apollo MS** 7:30a.m.-8:30a.m. 11:50a.m.-12:20p.m. **AF High School 3** 8:30a.m.-9:15a.m.	**J.H.S. 292** 9:15a.m.-11:50a.m. 1:30p.m.-2:15p.m. **AF Apollo MS** 7:30a.m.-8:30a.m. 11:50a.m.-12:20p.m. **AF High School 3** 8:30a.m.-9:15a.m.	**J.H.S. 292** 9:15a.m.-11:50a.m. 1:30p.m.-2:15p.m. **AF Apollo MS** 7:30a.m.-8:30a.m. 11:50a.m.-12:20p.m. **AF High School 3** 8:30a.m.-9:15a.m.	**J.H.S. 292** 8:30a.m.-11:50a.m. **AF Apollo MS** 11:50a.m.-1:20p.m. **AF High School 3** 7:30a.m.-8:15a.m.
Library	**J.H.S. 292** 8:30a.m.-11:50a.m. **AF Apollo MS** 7:30a.m.-8:30a.m. 11:50a.m.-12:20p.m. **AF High School 3** 1:30p.m.-2:15p.m.	**J.H.S. 292** 8:30a.m.-11:50a.m. **AF Apollo MS** 7:30a.m.-8:30a.m. 11:50a.m.-12:20p.m. **AF High School 3** 1:30p.m.-2:15p.m.	**J.H.S. 292** 8:30a.m.-11:50a.m. **AF Apollo MS** 7:30a.m.-8:30a.m. 11:50a.m.-12:20p.m. **AF High School 3** 1:30p.m.-2:15p.m.	**J.H.S. 292** 8:30a.m.-11:50a.m. **AF Apollo MS** 7:30a.m.-8:30a.m. 11:50a.m.-12:20p.m. **AF High School 3** 1:30p.m.-2:15p.m.	**J.H.S. 292** 8:30a.m.-11:50a.m. **AF Apollo MS** 7:30a.m.-8:30a.m. 11:50a.m.-12:20p.m. **AF High School 3** 12:25p.m.-1:10p.m.
Auditorium (Capacity: 600)	**J.H.S. 292** 8:30a.m.-11:50a.m. **AF Apollo MS** 7:30a.m.-8:30a.m. 11:50a.m.-12:20p.m. **AF High School 3** 1:30p.m.-2:15p.m.	**J.H.S. 292** 8:30a.m.-11:50a.m. **AF Apollo MS** 7:30a.m.-8:30a.m. 11:50a.m.-12:20p.m. **AF High School 3** 1:30p.m.-2:15p.m.	**J.H.S. 292** 8:30a.m.-11:50a.m. **AF Apollo MS** 7:30a.m.-8:30a.m. 11:50a.m.-12:20p.m. **AF High School 3** 1:30p.m.-2:15p.m.	**J.H.S. 292** 8:30a.m.-11:50a.m. **AF Apollo MS** 7:30a.m.-8:30a.m. 11:50a.m.-12:20p.m. **AF High School 3** 1:30p.m.-2:15p.m.	**J.H.S. 292** 8:30a.m.-11:50a.m. **AF Apollo MS** 7:30a.m.-8:30a.m. 11:50a.m.-12:20p.m. **AF High School 3** 12:25p.m.-1:10p.m.
Band Room	**J.H.S. 292** 10:20a.m.-11:45a.m.	**J.H.S. 292** 10:20a.m.-11:45a.m.	**J.H.S. 292** 10:20a.m.-11:45a.m.	**J.H.S. 292** 10:20a.m.-11:45a.m.	**J.H.S. 292** 10:20a.m.-11:45a.m.

	12:45p.m.-2:40p.m. **AF Apollo MS** 8:30a.m.-10:00a.m. **AF High School 3** 7:45a.m.-8:30a.m.	12:45p.m.-2:40p.m. **AF Apollo MS** 8:30a.m.-10:00a.m. **AF High School 3** 7:45a.m.-8:30a.m.	12:45p.m.-2:40p.m. **AF Apollo MS** 8:30a.m.-10:00a.m. **AF High School 3** 7:45a.m.-8:30a.m.	12:45p.m.-2:40p.m. **AF Apollo MS** 8:30a.m.-10:00a.m. **AF High School 3** 7:45a.m.-8:30a.m.	12:45p.m.-2:40p.m. **AF Apollo MS** 8:30a.m.-10:00a.m. **AF High School 3** 7:45a.m.-8:30a.m.
Dance Room	**J.H.S. 292** 10:20a.m.-11:45a.m. 12:45p.m.-2:40p.m. **AF Apollo MS** 8:30a.m.-10:00a.m. **AF High School 3** 7:45a.m.-8:30a.m.	**J.H.S. 292** 10:20a.m.-11:45a.m. 12:45p.m.-2:40p.m. **AF Apollo MS** 8:30a.m.-10:00a.m. **AF High School 3** 7:45a.m.-8:30a.m.	**J.H.S. 292** 10:20a.m.-11:45a.m. 12:45p.m.-2:40p.m. **AF Apollo MS** 8:30a.m.-10:00a.m. **AF High School 3** 7:45a.m.-8:30a.m.	**J.H.S. 292** 10:20a.m.-11:45a.m. 12:45p.m.-2:40p.m. **AF Apollo MS** 8:30a.m.-10:00a.m. **AF High School 3** 7:45a.m.-8:30a.m.	**J.H.S. 292** 10:20a.m.-11:45a.m. 12:45p.m.-2:40p.m. **AF Apollo MS** 8:30a.m.-10:00a.m. **AF High School 3** 7:45a.m.-8:30a.m.
Music Room	**J.H.S. 292** 10:20a.m.-11:45a.m. 12:45p.m.-2:40p.m. **AF Apollo MS** 8:30a.m.-10:00a.m. **AF High School 3** 7:45a.m.-8:30a.m.	**J.H.S. 292** 10:20a.m.-11:45a.m. 12:45p.m.-2:40p.m. **AF Apollo MS** 8:30a.m.-10:00a.m. **AF High School 3** 7:45a.m.-8:30a.m.	**J.H.S. 292** 10:20a.m.-11:45a.m. 12:45p.m.-2:40p.m. **AF Apollo MS** 8:30a.m.-10:00a.m. **AF High School 3** 7:45a.m.-8:30a.m.	**J.H.S. 292** 10:20a.m.-11:45a.m. 12:45p.m.-2:40p.m. **AF Apollo MS** 8:30a.m.-10:00a.m. **AF High School 3** 7:45a.m.-8:30a.m.	**J.H.S. 292** 10:20a.m.-11:45a.m. 12:45p.m.-2:40p.m. **AF Apollo MS** 8:30a.m.-10:00a.m. **AF High School 3** 7:45a.m.-8:30a.m.

Building Safety and Security

Pursuant to Chancellor's Regulation A-414,[12] 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 is comprised of various members of the school community, including the principal(s); designees 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. Safety plans 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 SSC recommends changes in the safety plan at any other time when it is necessary to address security concerns.

Consistent with the process described above, if the proposals are approved, the respective leader(s)/designee(s) of AF Apollo MS and AF High School 3 will be part of the K292 SSC. As a member of the SSC, the leaders/designees of J.H.S. 292, AF Apollo MS, and AF High School 3 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 of AF Apollo MS and AF High School 3 with J.H.S. 292 will be addressed on an ongoing basis. Moreover, the SSP for the K292 school building will be modified as appropriate to meet any changing security needs associated with the co-location. The leader(s)/designee(s) of AF Apollo MS and AF High School 3 will enter information in the K292 schools' overall SSP to ensure the safe operation of the school building.

Each school building must also establish a Building Response Team that will consist of trained staff members from each of the schools in K292, 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 K292 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 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,[13] 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 second amended 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

[12] Chancellor's Regulation A-414 is available at http://schools.nyc.gov/NR/rdonlyres/E8107B84-BB3C-4CFF-ABFA-2D939CBAB46E/0/A41432410FINAL.pdf.
[13] The Campus Policy Memo 2014 is available at http://schools.nyc.gov/NR/rdonlyres/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 second amended BUP and its campus implementation.