

## BUILDING UTILIZATION PLAN: X145

### INTRODUCTION

As described in greater detail in the attached Educational Impact Statement ("EIS"), the New York City Department of Education ("DOE") is proposing the closure of J.H.S. 145 Arturo Toscanini (09X145, "J.H.S. 145") at the end of the 2016-2017 school year. J.H.S. 145 is an existing district middle school that currently serves students in grades six through eight in building X145 ("X145"), located at 1000 Teller Avenue, Bronx, NY 10456 in Community School District 9 ("District 9"). J.H.S. 145 is currently co-located<sup>1</sup> in X145 with Urban Science Academy (09X325, "Urban Science Academy") and New Millennium Business Academy Middle School (09X328, "New Millennium Academy"), both existing middle schools serving students in grades six through eight, as well as Success Academy Charter School – Bronx 3 (84X380, "SA – Bronx 3"). SA – Bronx 3 is an existing charter school that is phasing in to serve students in grades three through five at X145.<sup>2</sup> X145 also houses an Alternate Learning Center (88X985, "ALC M.S. 145"), which provides an educational setting for students in grades six through eight who are on a Superintendent's suspension for up to 90 days. In addition, X145 houses the following community-based organizations ("CBOs"): Astor Services for Children and Families, SAGA, Learning through an Expanded Arts Program ("LeAp"), Supportive Children's Advocacy Network ("SCAN"), and Center for Supportive Schools.

The DOE is proposing to close J.H.S. 145 based on its low performance, declining enrollment, and low demand by students and families. If this proposal is approved, J.H.S. 145 will close at the end of the 2016-2017 school year and will no longer exist as a middle school option beginning in the 2017-2018 school year. DOE staff will work individually with current sixth- and seventh-grade students, as well as eighth-grade students who do not meet promotional criteria, to ensure those students are offered seats in other District 9 middle schools. Current eighth-grade students who do meet promotional criteria will complete middle school at J.H.S. 145 at the end of the 2016-2017 school year, and can apply to high school through the high school admissions process.<sup>3</sup>

There is sufficient capacity in middle schools throughout District 9 to accommodate current J.H.S. 145 students, as well as future students who might have attended J.H.S. 145 if it remained open as a middle school option. If the proposed closure of J.H.S. 145 is approved, all current sixth- and seventh-grade students, and eighth-grade students who do not meet promotional criteria, will receive individualized enrollment support from the superintendent's staff and Family Welcome Center counselors, who will help students and families in thinking through the options presented in order to ensure that students choose the right school to continue their education for the 2017-2018 school year. This will involve an application process by which students will be offered options including higher-performing district middle schools. Eighth-grade students who do not meet promotional requirements will also receive individualized support and be offered a seat at a higher-performing school. All non-graduating students will receive alternative options for enrollment in District 9 and their district of residence (if different) before being discharged from the closing school. Please see Appendix A of the Educational Impact Statement ("EIS") for a list of schools serving middle school grades in District 9.

Pursuant to Article 56 of the Education Law, the following plan outlines the proposed allocation of classrooms and administrative space between Urban Science Academy, New Millennium Academy, SA – Bronx 3, and ALC M.S. 145 if this proposal is approved by the Panel for Educational ("PEP"). It also includes a proposal for the collaborative usage of shared resources and spaces during the 2017-2018 year between Urban Science Academy, New Millennium Academy, SA – Bronx 3, and ALC M.S. 145 including, but not limited to, cafeterias, libraries, and gymnasiums, 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.<sup>4</sup> 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 EIS, to which this plan is attached, for further information about the proposed co-location.

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<sup>1</sup> A "co-location" means that two or more school organizations are located in the same building and may share common spaces, such as the auditorium, gymnasium, library and cafeteria.

<sup>2</sup> SA – Bronx 3 serves students in kindergarten through second grade in building X146, located at 968 Cauldwell Avenue, Bronx, NY 10456, in Community School District 8. In April 2015, the PEP approved a proposal to temporarily co-locate grades three through five of SA – Bronx 3 in X145, which will be at scale in the 2017-2018 school year. As stated in the proposal, prior to the conclusion of the 2017-2018 school year when SA – Bronx 3 will be serving grades three through five in X145, the DOE will re-evaluate the school's co-location in X145 and issue a separate proposal for SA – Bronx 3's long-term siting as appropriate, pursuant to Chancellor's Regulation A-190. More information on the April 2015 proposal can be found on the DOE's website at: <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2014-2015/April2015SchoolProposals>.

<sup>3</sup> More information about the high school admissions process can be found online at: <http://schools.nyc.gov/ChoicesEnrollment/High/default.htm>.

<sup>4</sup> 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](http://schools.nyc.gov/Offices/OSP/KeyDocuments/Instructional_Footprint).

As described throughout this document, the final shared space schedule will be collaboratively finalized by the Building Council (“BC”) if the proposal is 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:

<b>Enrollment</b>	<b># of Cluster Rooms</b>
1,251 and up	5
751-1,250	4
251-750	3
0-250	2

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 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 updated desk review performed on January 12, 2017 by a representative of the Office of Space Planning, X145 has a total of 70 full-size ("FS") rooms,<sup>5</sup> 20 half-size ("HS") rooms,<sup>6</sup> 3 quarter-size ("QS") rooms,<sup>7</sup> and 6.0 FSE of designed administrative space.<sup>8</sup> X145 also contains an auditorium, cafeteria, library<sup>9</sup>, and gymnasium. The below spaces are shared spaces or contain building services and will not be included in the allocation of space for an individual school:

- The music room occupies 1 full-size room.
- The School Based Support Team occupies 1 full-size room.
- The fitness center occupies 1 full-size room.
- The dance room occupies 1 full-size room.
- The CBO SAGA occupies 1 full-size room.
- The custodian's office occupies 1 half-size room.
- The School Based Health Clinic occupies 1.0 FSE of designed administrative space.
- The community room occupies 1.0 FSE of designed administrative space, which also houses Astor Services for Children.

Excluding the spaces outlined above, X145 has a total of 65 full-size rooms, 19 half-size rooms, 3 quarter-size rooms, and the equivalent of 4.0 FSE of designed administrative space remaining that can be allocated to schools.

Summary	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
Building Total	70	20	3	6.0
Shared Spaces or Building Services	5	1	0	2.0
<b>Remaining to Be Allocated</b>	<b>65</b>	<b>19</b>	<b>3</b>	<b>4.0</b>

<sup>5</sup> Full-size classrooms have an area of 500 square feet or more.

<sup>6</sup> Half-size classrooms have an area of less than 500 square feet but greater than 239 square feet.

<sup>7</sup> Quarter-size rooms have an area of 239 square feet or less.

<sup>8</sup> Prior to this BUP, the most recently issued BUP reported that there were a total of 69 full-size rooms and 5.0 FSE of designed administrative space to be allocated. This BUP accurately reflects the total number of rooms in X145 to be allocated as 70 full-size rooms and 6.0 FSE of designed administrative space, which includes 1 full-size room that was converted into a School-Based Health Clinic and locker room space that was converted into the dance room and the fitness room which each occupy 1 full-size room.

<sup>9</sup> There is a small office space in the library that houses Center for Supportive Schools.

**2016-2017 (CURRENT SCHOOL YEAR):**

The table below summarizes the total enrollment, grade spans, and number of sections at J.H.S. 145, Urban Science Academy, New Millennium Academy, SA – Bronx 3, ALC M.S. 145 in the 2016-2017 school year:

School Name	Enrollment <sup>10</sup>	Grade Span	GE/ICT Sections	SC Sections
J.H.S. 145	287	6-8	10	4
Urban Science Academy	254	6-8	10	3
New Millennium Academy	199	6-8	8	2
ALC M.S. 145 <sup>11</sup>	59	6-8	3	0
SA – Bronx 3	174	3-4	7	0

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 made the following adjustments to each school's baseline Footprint allocation:

- J.H.S. 145 has been allocated 4 full-size rooms in lieu of 4 half-size rooms.
- Urban Science Academy has been allocated 1 full-size room in lieu of 1 half-size room.
- New Millennium Academy has been allocated 3 full-size rooms in lieu of 3 half-size rooms.

The table below summarizes J.H.S. 145, Urban Science Academy, New Millennium Academy, SA – Bronx 3, and ALC M.S. 145's baseline and adjusted baseline Footprint allocations, which are based on the methodology described at the beginning of this document. J.H.S. 145, Urban Science Academy, and New Millennium Academy are currently using the space described in their adjusted baseline Footprint allocations:

<sup>10</sup> Enrollment is based on 2016-2017 Unaudited Register as of October 31, 2016 for district schools and charter headcount as of October 1, 2016 for charter schools.

<sup>11</sup> ALC enrollment is based on average enrollment as of January 25, 2017.

2016-2017		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. 145	Baseline Footprint Allocation	11	5	-	-	-	-	3.5	-	-	-	-	-	-	-	-
	Adjusted Baseline Allocation	15	1	2.5	0	2	0	3.5	2	0	0	0	17	3	0	2.5
Urban Science Academy	Baseline Footprint Allocation	11	4	-	-	-	-	3.5	-	-	-	-	-	-	-	-
	Adjusted Baseline Allocation	12	3	0	0	7	0	3.5	7	0	1	0	19	10	1	0
New Millennium Academy	Baseline Footprint Allocation	9	3	-	-	-	-	3.0	-	-	-	-	-	-	-	-
	Adjusted Baseline Allocation	12	0	1.5	0	3	0	3.0	0	0	1	0	12	3	1	1.5
SA – Bronx 3	Baseline Footprint Allocation	9	1	0	2	0	0	2.0	3	0	1	0	14	1	1	0
ALC M.S. 145	Baseline Footprint Allocation	3	0	0	0	2	0	1.0	0	0	0	0	3	2	0	0

- J.H.S. 145 is currently allocated 17 full-size rooms, 3 half-size rooms, and 2.50 FSE rooms of designed administrative space. This allocation includes 2 full-size rooms in excess of J.H.S. 145's baseline allocation.
- Urban Science Academy is currently allocated 19 full-size rooms, 10 half-size rooms, and 1 quarter-size room. This allocation includes 7 full-size rooms and 1 quarter-size room in excess of Urban Science Academy's adjusted baseline allocation.
- New Millennium Academy is currently allocated 12 full-size rooms, 3 half-size rooms, 1 quarter-size room, and 1.5 FSE rooms of designed administrative space. This allocation includes 1 quarter-size room in excess of New Millennium Academy's adjusted baseline allocation.
- SA – Bronx 3 is currently allocated 14 full-size rooms, 1 half-size room, and 1 quarter-size room. This allocation includes 3 full-size rooms and 1 quarter-size room in excess of SA – Bronx 3's baseline allocation.
- ALC M.S. 145 is currently allocated 3 full-size rooms and 2 half-size rooms.

The table below summarizes the excess space in building X145 after J.H.S. 145, Urban Science Academy, New Millennium Academy, SA – Bronx 3, and ALC M.S. 145 have received their respective baseline or adjusted baseline allocations per the Footprint in 2016-2017.

2016-2017	Full-Size Rooms	Half-Size Rooms	Quarter-Size Rooms	Designed Admin (FSE)
Space in Excess of Adjusted Baseline Allocation <sup>12</sup>	12	0	3	0

<sup>12</sup> Excess space allocation for the 2016-2017 school year is calculated based on the total rooms available in X145 less the current space allocation for each school.

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

If the proposed closure of J.H.S. 145 in X145 is approved, beginning in 2017-2018, Urban Science Academy, New Millennium Academy, SA – Bronx 3, and ALC M.S. 145 will be the remaining schools in the X145 building. The table below summarizes the total projected enrollment, grade spans, and number of sections at each school in the 2017-2018 school year:

School Name	Projected Enrollment	Grade Span	GE/ICT Sections	SC Sections
Urban Science Academy <sup>13</sup>	290-320	6-8	12	3
New Millennium Academy	285-315	6-8	12	3
ALC M.S. 145 <sup>14</sup>	20-80	6-8	3	0
SA – Bronx 3 <sup>15</sup>	225-255	3-5	10	0

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 made the following adjustments to each school’s baseline Footprint allocation:

- Urban Science Academy has been allocated 1 full-size room in lieu of 1 half-size room.
- New Millennium Academy has been allocated 3 full-size rooms in lieu of 3 half-size rooms.

Neither school will operate under Footprint if this proposal is approved.

After Urban Science Academy, New Millennium Academy, SA – Bronx 3, and ALC M.S. 145 have received their respective baseline or adjusted baseline Footprint allocation of rooms, the following number of excess rooms remain:

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

<sup>13</sup> Projected enrollment for Urban Science Academy and New Millennium Academy is based on 2016-2017 enrollment. In addition, because the three district schools in X145 share a zone that will be shared evenly between Urban Science Academy and New Millennium Academy, if this proposal to close J.H.S. 145 is approved, projected sixth grade enrollment for Urban Science Academy and New Millennium Academy is anticipated to include approximately half of the students who would have been projected to enroll in J.H.S. 145’s sixth grade. Moreover, 2017-2018 projected enrollment also includes approximately half of J.H.S. 145’s current sixth and seventh grades.

<sup>14</sup> ALC enrollment is based on average enrollment as of January 25, 2017. While ALC enrollment can vary widely throughout the year, 80 students is the maximum allowable enrollment at any one time. Therefore, ALC enrollment is anticipated to be 20-80 students.

<sup>15</sup> SA – Bronx 3’s projected enrollment is based on 2016-2017 enrollment.

Space in Excess of Adjusted Baseline Allocation	17	4	3	1.0
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The excess space will be allocated between Urban Science Academy, New Millennium Academy, SA – Bronx 3, and ALC M.S. 145 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 Urban Science Academy, New Millennium Academy, SA – Bronx 3, and ALC M.S. 145 based on their baseline or adjusted baseline Footprint allocations, plus the excess space allocations:<sup>16</sup>

2017-2018		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)
Urban Science Academy	Baseline Footprint Allocation	13	4	-	-	-	-	3.5	-	-	-	-	-	-	-	-
	Adjusted Baseline Allocation	14	3	0	0	7	0	3.5	8	0	1	0	22	10	1	0
New Millennium Academy	Baseline Footprint Allocation	13	4	-	-	-	-	3.5	-	-	-	-	-	-	-	-
	Adjusted Baseline Allocation	16	1	3.0	0	1	0	3.5	4	4	1	1.0	20	6	1	4.0
SA – Bronx 3	Baseline Footprint Allocation	12	1	0	3	0	0	3.0	5	0	1	0	20	1	1	0

<sup>16</sup> More information about the Footprint can be found online at [http://schools.nyc.gov/Offices/OSP/KeyDocuments/Instructional\\_Footprint](http://schools.nyc.gov/Offices/OSP/KeyDocuments/Instructional_Footprint).

ALC M.S. 145	Baseline Footprint Allocation	3	0	0	0	2	0	1.0	0	0	0	0	0	3	2	0	0
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As indicated in the preceding chart, in 2017-2018:

- Urban Science Academy will be allocated 22 full-size rooms, 10 half-size rooms, and 1 quarter-size room. This allocation includes 8 full-size rooms and 1 quarter-size room in excess of Urban Science Academy's adjusted baseline allocation.
- New Millennium Academy will be allocated 20 full-size rooms, 6 half-size rooms, 1 quarter-size room, and 4.0 FSE rooms of designed administrative space. This allocation includes 4 full-size rooms, 4 half-size rooms, 1 quarter-size room, and 1.0 FSE of designed administrative space in excess of New Millennium Academy's adjusted baseline allocation.
- SA – Bronx 3 will be allocated 20 full-size rooms, 1 half-size room, and 1 quarter-size room. This allocation includes 5 full-size rooms and 1 quarter-size room in excess of SA – Bronx 3's baseline allocation.
- ALC M.S. 145 will be allocated 3 full-size rooms and 2 half-size rooms.

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

ROOM CHANGE (+/-)	CURRENT 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. 145	17	3	0	2.5	0	0	0	0	-17	-3	0	-2.5
Urban Science Academy	19	10	1	0	22	10	1	0	+3	0	0	0
New Millennium Academy	12	3	1	1.5	20	6	1	4.0	+8	+3	0	+2.5
SA – Bronx 3	14	1	1	0	20	1	1	0	+6	0	0	0
ALC M.S. 145	3	2	0	0	3	2	0	0	0	0	0	0

## Shared Space Plan

A proposed Shared Space Plan ("SSP") for the 2017-2018 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 X145. The final shared space plan will be collaboratively drafted by the BC if the proposed opening and co-location is approved by the PEP.

### JUSTIFICATION OF FEASIBILITY AND EQUITY OF PROPOSED SSP

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 Urban Science Academy, New Millennium Academy, SA – Bronx 3, and ALC M.S. 145's current space allocations and lunch schedule as described on the DOE School Food website,<sup>17</sup> the total capacity of each shared space, the grades served by each of the co-located schools, and the start and end time of Urban Science Academy, New Millennium Academy, SA – Bronx 3, and ALC M.S. 145 based on the Office of Pupil Transportation's bus schedule for a regular school day as well as the anticipated school day for a regular school day.<sup>18</sup> Where possible, the proposed SSP maintains Urban Science Academy, New Millennium Academy, SA – Bronx 3, and ALC M.S. 145's current allocation of time for breakfast and lunch.

### **Cafeteria:**

#### Cafeteria

- There is one main cafeteria in the X145 building, which has the capacity to hold 600 people.
- The total time allocated to each organization in the cafeteria is primarily based upon 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, Urban Science Academy will be allocated 45 minutes daily for lunch, New Millennium Academy will be allocated 45 minutes daily for lunch, SA – Bronx 3 will be allocated 45 minutes daily for lunch, and ALC M.S. 145 will be allocated 30 minutes daily for lunch. Based on the enrollment of ALC M.S. 145 and the capacity of the cafeteria, ALC M.S. 145's time in the cafeteria for lunch can overlap with another school.
- With regard to breakfast, the DOE notes that, traditionally, not all students have opted to participate in the breakfast program at X145. SA – Bronx 3 currently uses the cafeteria from 7:10 a.m. to 7:30 a.m. for breakfast, Urban Science Academy and New Millennium Academy currently use the cafeteria from 7:30 a.m.-8:00 a.m. for breakfast, and ALC M.S. 145 currently uses the cafeteria from 8:00 a.m.-8:20 a.m. for breakfast. The proposed plan maintains the current allocation of time for breakfast for Urban Science Academy, New Millennium Academy, SA – Bronx 3, and ALC M.S. 145.

### **Gymnasium, Library, and Auditorium:**

#### Gymnasium

- There is one gymnasium in the building and it has the capacity to hold 650 people.

<sup>17</sup> See the DOE's School Food website at: [http://www.schoolfoodnyc.org/school\\_search/school\\_map.aspx?school=P.S.%20297%20Abraham%20Stockton&b=&zip](http://www.schoolfoodnyc.org/school_search/school_map.aspx?school=P.S.%20297%20Abraham%20Stockton&b=&zip).

<sup>18</sup> See DOE's Office of Pupil Transportation website at: <https://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/SearchResult.aspx>.

- The DOE proposes that time in each gymnasium be allocated relative to the projected enrollment of each school.
- The DOE proposes that Urban Science Academy and New Millennium Academy receive the greatest amount of time in the gymnasium because both schools will serve the greatest number of students in the 2017-2018 school. In the proposed plan, Urban Science Academy will be allocated 1 hour and 30 minutes daily, New Millennium Academy will be allocated 1 hour and 30 minutes daily, SA – Bronx 3 will be allocated 1 hour daily, and ALC M.S. 145 will be allocated 45 minutes daily.

#### Library

- There is one library in the building.
- The DOE proposes that time in each library be allocated relative to the projected enrollment of each school.
- The DOE proposes that Urban Science Academy and New Millennium Academy receive the greatest amount of time in the gymnasium because both schools will serve the greatest number of students in the 2017-2018 school. In the proposed plan, Urban Science Academy will be allocated 1 hour daily, New Millennium Academy will be allocated 1 hour daily, SA – Bronx 3 will be allocated 45 minutes daily, and ALC M.S. 145 will be allocated 30 minutes daily.

#### Auditorium

- There is one auditorium in the building and it has the capacity to hold 590 people.
- The DOE proposes that time in each auditorium be allocated relative to the projected enrollment of each school.
- The DOE proposes that Urban Science Academy and New Millennium Academy receive the greatest amount of time in the auditorium because both schools will serve the greatest number of students in the 2017-2018 school. In the proposed plan, Urban Science Academy will be allocated 1 hour daily, New Millennium Academy will be allocated 1 hour daily, SA – Bronx 3 will be allocated 45 minutes daily, and ALC M.S. 145 will be allocated 30 minutes daily.

#### Play Yard:

- There is one play yard in the building.
- The DOE proposes that time in each play yard be allocated relative to the projected enrollment of each school.
- The DOE proposes that Urban Science Academy and New Millennium Academy receive the greatest amount of time in the play yard because both schools will serve the greatest number of students in the 2017-2018 school. In the proposed plan, Urban Science Academy will be allocated 1 hour and 15 minutes daily, New Millennium Academy will be allocated 1 hour and 15 minutes daily, SA – Bronx 3 will be allocated 1 hour daily, and ALC M.S. 145 will be allocated 30 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 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 2017-2018, Urban Science Academy is projected to serve approximately 290-320 total students, New Millennium Academy is projected to serve approximately 285-315 total students, ALC M.S. 145 is projected to serve approximately 20-80 total students, and SA – Bronx 3 is projected to serve approximately 225-255 total students at X145. Based on the Office of Pupil Transportation's bus schedules for the earliest start and latest end times of the school day, Urban Science Academy's school day runs from approximately 8:00 a.m. to 2:20 p.m. on Mondays and 8:00 a.m. to 3:35 p.m. from Tuesdays through Fridays, New Millennium Academy's school day runs from approximately 8:00 a.m. to 2:20 p.m. and SA – Bronx 3's school day runs from approximately 7:45 a.m. to 4:30 p.m.

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)	<b>Breakfast:</b> <b>ALC M.S. 145</b> 8:00am-8:20am <b>Urban Science Academy</b> 7:30am-8:00am <b>New Millennium Academy</b> 7:30am-8:00am <b>SA – Bronx 3</b> 7:10am – 7:30am	<b>Breakfast:</b> <b>ALC M.S. 145</b> 8:00am-8:20am <b>Urban Science Academy</b> 7:30am-8:00am <b>New Millennium Academy</b> 7:30am-8:00am <b>SA – Bronx 3</b> 7:10am – 7:30am	<b>Breakfast:</b> <b>ALC M.S. 145</b> 8:00am-8:20am <b>Urban Science Academy</b> 7:30am-8:00am <b>New Millennium Academy</b> 7:30am-8:00am <b>SA – Bronx 3</b> 7:10am – 7:30am	<b>Breakfast:</b> <b>ALC M.S. 145</b> 8:00am-8:20am <b>Urban Science Academy</b> 7:30am-8:00am <b>New Millennium Academy</b> 7:30am-8:00am <b>SA – Bronx 3</b> 7:10am – 7:30am	<b>Breakfast:</b> <b>ALC M.S. 145</b> 8:00am-8:20am <b>Urban Science Academy</b> 7:30am-8:00am <b>New Millennium Academy</b> 7:30am-8:00am <b>SA – Bronx 3</b> 7:10am – 7:30am
	<b>Lunch:</b> <b>SA – Bronx 3</b> 11:00am-11:45am <b>ALC M.S. 145</b> 11:45am-12:15pm <b>Urban Science Academy</b> 12:00pm-12:45pm <b>New Millennium Academy</b> 12:45pm-1:30pm	<b>Lunch:</b> <b>SA – Bronx 3</b> 11:00am-11:45am <b>ALC M.S. 145</b> 11:45am-12:15pm <b>Urban Science Academy</b> 12:00pm-12:45pm <b>New Millennium Academy</b> 12:45pm-1:30pm	<b>Lunch:</b> <b>SA – Bronx 3</b> 11:00am-11:45am <b>ALC M.S. 145</b> 11:45am-12:15pm <b>Urban Science Academy</b> 12:00pm-12:45pm <b>New Millennium Academy</b> 12:45pm-1:30pm	<b>Lunch:</b> <b>SA – Bronx 3</b> 11:00am-11:45am <b>ALC M.S. 145</b> 11:45am-12:15pm <b>Urban Science Academy</b> 12:00pm-12:45pm <b>New Millennium Academy</b> 12:45pm-1:30pm	<b>Lunch:</b> <b>SA – Bronx 3</b> 11:00am-11:45am <b>ALC M.S. 145</b> 11:45am-12:15pm <b>Urban Science Academy</b> 12:00pm-12:45pm <b>New Millennium Academy</b> 12:45pm-1:30pm
Gymnasium (Capacity: 650)	<b>ALC M.S. 145</b> 8:30am – 9:15am <b>Urban Science Academy</b> 9:30am – 11:00am <b>New Millennium Academy</b> 11:15am-12:45pm <b>SA – Bronx 3</b> 2:30pm-3:30pm	<b>ALC M.S. 145</b> 8:30am – 9:15am <b>Urban Science Academy</b> 9:30am – 11:00am <b>New Millennium Academy</b> 11:15am-12:45pm <b>SA – Bronx 3</b> 2:30pm-3:30pm	<b>ALC M.S. 145</b> 8:30am – 9:15am <b>Urban Science Academy</b> 9:30am – 11:00am <b>New Millennium Academy</b> 11:15am-12:45pm <b>SA – Bronx 3</b> 2:30pm-3:30pm	<b>ALC M.S. 145</b> 8:30am – 9:15am <b>Urban Science Academy</b> 9:30am – 11:00am <b>New Millennium Academy</b> 11:15am-12:45pm <b>SA – Bronx 3</b> 2:30pm-3:30pm	<b>ALC M.S. 145</b> 8:30am – 9:15am <b>Urban Science Academy</b> 9:30am – 11:00am <b>New Millennium Academy</b> 11:15am-12:45pm <b>SA – Bronx 3</b> 2:30pm-3:30pm

<p><b>Library</b></p>	<p><b>ALC M.S. 145</b> 10:20am-10:50am <b>Urban Science Academy</b> 11:00am-12:00pm <b>New Millennium Academy</b> 9:00am-10:00am <b>SA – Bronx 3</b> 8:00am-8:45am</p>	<p><b>ALC M.S. 145</b> 10:20am-10:50am <b>Urban Science Academy</b> 11:00am-12:00pm <b>New Millennium Academy</b> 9:00am-10:00am <b>SA – Bronx 3</b> 8:00am-8:45am</p>	<p><b>ALC M.S. 145</b> 10:20am-10:50am <b>Urban Science Academy</b> 11:00am-12:00pm <b>New Millennium Academy</b> 9:00am-10:00am <b>SA – Bronx 3</b> 8:00am-8:45am</p>	<p><b>ALC M.S. 145</b> 10:20am-10:50am <b>Urban Science Academy</b> 11:00am-12:00pm <b>New Millennium Academy</b> 9:00am-10:00am <b>SA – Bronx 3</b> 8:00am-8:45am</p>	<p><b>ALC M.S. 145</b> 10:20am-10:50am <b>Urban Science Academy</b> 11:00am-12:00pm <b>New Millennium Academy</b> 9:00am-10:00am <b>SA – Bronx 3</b> 8:00am-8:45am</p>
<p><b>Auditorium</b> (Capacity: 590)</p>	<p><b>ALC M.S. 145</b> 12:30pm-1:00pm <b>Urban Science Academy</b> 10:15am-11:15am <b>New Millennium Academy</b> 11:30am-12:30pm <b>SA – Bronx 3</b> 1:30pm-2:15pm</p>	<p><b>ALC M.S. 145</b> 12:30pm-1:00pm <b>Urban Science Academy</b> 10:15am-11:15am <b>New Millennium Academy</b> 11:30am-12:30pm <b>SA – Bronx 3</b> 1:30pm-2:15pm</p>	<p><b>ALC M.S. 145</b> 12:30pm-1:00pm <b>Urban Science Academy</b> 10:15am-11:15am <b>New Millennium Academy</b> 11:30am-12:30pm <b>SA – Bronx 3</b> 1:30pm-2:15pm</p>	<p><b>ALC M.S. 145</b> 12:30pm-1:00pm <b>Urban Science Academy</b> 10:15am-11:15am <b>New Millennium Academy</b> 11:30am-12:30pm <b>SA – Bronx 3</b> 1:30pm-2:15pm</p>	<p><b>ALC M.S. 145</b> 12:30pm-1:00pm <b>Urban Science Academy</b> 10:15am-11:15am <b>New Millennium Academy</b> 11:30am-12:30pm <b>SA – Bronx 3</b> 1:30pm-2:15pm</p>
<p><b>Play Yard</b></p>	<p><b>ALC M.S. 145</b> 10:45am-11:15am <b>Urban Science Academy</b> 11:15am-12:30pm <b>New Millennium Academy</b> 12:30pm-1:45pm <b>SA – Bronx 3</b> 1:45pm-2:45pm</p>	<p><b>ALC M.S. 145</b> 10:45am-11:15am <b>Urban Science Academy</b> 11:15am-12:30pm <b>New Millennium Academy</b> 12:30pm-1:45pm <b>SA – Bronx 3</b> 1:45pm-2:45pm</p>	<p><b>ALC M.S. 145</b> 10:45am-11:15am <b>Urban Science Academy</b> 11:15am-12:30pm <b>New Millennium Academy</b> 12:30pm-1:45pm <b>SA – Bronx 3</b> 1:45pm-2:45pm</p>	<p><b>ALC M.S. 145</b> 10:45am-11:15am <b>Urban Science Academy</b> 11:15am-12:30pm <b>New Millennium Academy</b> 12:30pm-1:45pm <b>SA – Bronx 3</b> 1:45pm-2:45pm</p>	<p><b>ALC M.S. 145</b> 10:45am-11:15am <b>Urban Science Academy</b> 11:15am-12:30pm <b>New Millennium Academy</b> 12:30pm-1:45pm <b>SA – Bronx 3</b> 1:45pm-2:45pm</p>

### **Building Safety and Security**

Pursuant to Chancellor's Regulation A-414,<sup>19</sup> 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); designee(s) of any 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 safety concerns regarding the building, 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 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 School Safety Plan model. Each program operating within a school must enter program-specific information in the School Safety Plan. 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 this proposal is approved, the respective leader(s)/designee(s) of Urban Science Academy, New Millennium Academy, SA – Bronx 3, and ALC M.S. 145 will be part of the X145 SSC. As members of the SSC, the leaders/designees of Urban Science Academy, New Millennium Academy, SA – Bronx 3, and ALC M.S. 145 will participate in the development of the building's School Safety Plan and ensure that any security-related issues or needs which may arise with respect to the co-location of Urban Science Academy, New Millennium Academy, SA – Bronx 3, and ALC M.S. 145 will be addressed on an ongoing basis. Moreover, the School Safety Plan for the X145 school building will be modified as appropriate to meet any changing security needs associated with the co-location. The leader(s)/designee(s) of Urban Science Academy, New Millennium Academy, SA – Bronx 3, and ALC M.S. 145 will enter information in the X145 schools' overall School Safety Plan 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 X145, and that is activated when emergencies or large building-wide events occur. The members of this team must be identified and listed in the School Safety Plan.

The completed School Safety Plan for the X145 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 Safety Plan is approved, it will be submitted to the New York City Police Department ("NYPD") for final approval and certification by the NYPD.

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<sup>19</sup> Chancellor's Regulation A-414 is available at <http://schools.nyc.gov/NR/rdonlyres/E8107B84-BB3C-4CFF-ABFA-2D939CBAB46E/0/A41432410FINAL.pdf>.

### **Proposed Communications Strategy**

As per the Campus Policy Memo,<sup>20</sup> 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 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.

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<sup>20</sup> The Campus Policy Memo is available at: <http://schools.nyc.gov/community/campusgov/KeyDocuments/>.