

AMENDED REVISED BUILDING UTILIZATION PLANINTRODUCTION

On January 22, 2013 the New York City Department of Education (“DOE”) posted two related Educational Impact Statements (“EIS”) proposing to extend the co-location of an existing public charter school, East Harlem Scholars Academy Charter School (84M518, “EHS I”), and to co-locate a new public charter school, East Harlem Scholars Academy Charter School II (84MTBD, “EHS II”) in building M013 located at 1573 Madison Avenue, Manhattan, NY 10029 in Community School District 4 (“District 4”) with existing schools Central Park East I (04M497, “CPE I”), Central Park East High School (04M555, “CPE HS”), and J.H.S. 13 Jackie Robinson (04M013, “J.H.S. 13”) beginning in the 2013-2014 school year.¹ M013 also houses two community-based organizations (“CBO”), Harlem Family Institute and Girls Inc. These proposals are not expected to impact the continued siting of the CBOs.

Those EISs have now been amended to update the programs and partnerships of CPE I to include Weekly Storyteller, Per Dev, and El Taller Latino Arts After School, and to clarify that J.H.S. 13 is the school proposed for phase-out in M013. These changes do not substantially revise the proposals.

In a separate EIS published on January 22, 2013, the DOE has proposed to gradually phase out and eventually close J.H.S. 13 because of its poor performance and inability to improve quickly to better support student needs. If the phase-out proposal is approved, J.H.S. 13 will no longer admit sixth grade students after the conclusion of the 2012-2013 school year. One grade will then be phased out in each subsequent year. During the 2013-2014 school year, J.H.S. 13 will serve students in seventh and eighth grade and in 2014-2015 it will serve students in eighth grade. J.H.S. 13 will close in June 2015. That EIS has now been amended to update the programs and partnerships of CPE I to include Weekly Storyteller, Per Dev, and El Taller Latino Arts After School. These changes do not substantially revise the proposal.

The BUP has now been amended to clarify that schools are allotted substantially contiguous space and each school remaining in the building will maintain space on the floors that hold the majority of its instructional and/or administrative space in the current 2012-2013 school year. This BUP has also been amended to clarify that all schools, current and proposed, will have access to shared spaces being shared in the current 2012-2013 school year. The DOE believes that the space distribution is equitable. These changes do not substantially revise the proposal.

A proposal previously approved by the Panel for Educational Policy (“PEP”) on March 23, 2011 described a plan for the two-year temporary co-location of EHS I in M013, ending at the conclusion of the 2012-2013 school year. EHS I currently serves 160 students in kindergarten through second grade in M013.² If the related proposal to extend the co-location of EHS I in M013 is approved, EHS I would continue to grow at M013 until the conclusion of the 2015-2016 school year at which point EHS I would be serving students in kindergarten through fifth grades. If the related proposal to co-locate EHS II in M013 is approved, EHS II would begin serving 100-120 students in kindergarten and first grade in the 2013-2014 school year. The State University of New York Charter Schools Institute (“SUNY CSI”), the charter authorizer for EHS I and EHS II, has already approved both EHS I and EHS II to serve students in kindergarten through fifth grade. Both EHS I and EHS II have informed DOE that they intend to apply to SUNY CSI to expand their respective grade spans to serve students in kindergarten through eighth grade. Should SUNY CSI approve these requests, EHS I will reach full scale in 2018-2019 and EHS II will reach full scale in the 2020-2021 school year. Only SUNY CSI has the authority to approve or deny that request. Should SUNY CSI deny EHS I and/or EHS II’s requests to expand, or if EHS I and/or EHS II fail to make the requests, EHS I and/or EHS II will only serve their approved grade span of kindergarten through fifth grade.

For the purposes of the related EISs and this BUP describing the proposals to extend the co-location of EHS I and open and co-locate EHS II in M013, it is assumed that EHS II’s request to SUNY CSI to expand its grade span to serve students in kindergarten through eighth grade will be approved. EHS I’s grade expansion request does not impact this proposal because the expansion would occur after EHS I relocates to private space. However, if EHS II’s request is not approved, the related EISs and this BUP will be revised accordingly.

For the purposes of the related EISs and this BUP describing the proposals to extend the co-location of EHS I and open and co-locate EHS II in M013, it is also assumed that the proposal to phase out J.H.S. 13 will be approved by the PEP. However, if the proposal to phase out J.H.S. 13 is not approved, the related EISs and this BUP will be revised accordingly.

If the related proposals are approved by the PEP, EHS I will serve students in kindergarten through third grade in M013 in the 2013-2014 school year. The school will then serve students in kindergarten through fourth grade in M013 in the 2014-2015 school year and students in kindergarten through fifth grade in M013 in the 2015-2016 school year before moving to private space

¹ A co-location means that two or more school organizations are located in the same building and may share common spaces like auditoriums, gymnasiums, libraries, and cafeterias.

² That proposal can be found at <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2010-2011/Mar232011Proposals>

at the conclusion of the 2015-2016 school year. If EHS I is unable to move into its private facility at the end of the 2015-2016 school year as planned, the school will explore options to serve its students in temporary space. Additionally, EHS II will begin serving students in kindergarten through first grade in M013 in the 2013-2014 school year and will expand to serve one additional grade each subsequent year until reaching full scale in 2020-2021, when it will serve students in grades kindergarten through eight.

Pursuant to the New York Charter Schools Act of 1998 (as amended May 2010), the following plan outlines the allocation of classrooms and administrative space between CPE I, CPE HS, J.H.S. 13, EHS I and EHS II. It also includes a proposal for the collaborative usage of shared resources and spaces between CPE I, CPE HS, J.H.S. 13, EHS I and EHS II, including the gymnasium, auditorium, cafeteria, library, and playground which would allow for equitable access to such facilities. Science labs in M013 are all allocated to CPE HS. 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 related EISs for further information about the proposed co-locations.

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 Citywide Instructional Footprint (“Footprint”) to all schools and/or programs outlined in this plan to allocate rooms in an unbiased manner and has divided the remaining space equitably based on the instructional and programmatic needs of the co-located schools, and the physical location of the excess space within the building.³

JUSTIFICATION OF FEASIBILITY AND EQUITABILITY OF CLASSROOM AND ADMINSTRATIVE SPACE ALLOCATION

The Footprint sets forth the baseline number of rooms that should be allocated to a school based on the grade levels served by the school and number of classes per grade. For existing schools, the Footprint is applied to the current number of sections per grade, assuming class size will remain constant. The Borough Director of Space Planning then confirms both the baseline and current space allocation totals during a walk-through of the building, where he/she is accompanied by a school’s representative.

For elementary schools serving grades kindergarten through five (and for all pre-kindergarten programs), the Footprint assumes that classes are self-contained, meaning that each class remains in its homeroom throughout the day, except for when it is scheduled for a cluster activity (i.e. art) or lunch, recess, etc. Further, this assumes that at those times the homeroom classroom remains empty. Therefore, the Footprint allocates one full-size room for each general education (“GE”) or Integrated Co-Teaching (“ICT”) section and a full-size or half-size room to accommodate each self-contained (“SC”) special education section served by the school. In addition to these rooms, schools serving grades kindergarten through five receive an allocation of cluster or specialty rooms proportionate to the number of students enrolled. These spaces 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 above	5
751-1,250	4
251-750	3
151-250	2
0-150	1

³ The Footprint is a tool to be used by all stakeholders in the analysis and assessment of space usage in DOE buildings. Its purpose is to ensure that the space allocation plan for all schools is fair and equitable. In co-location agreements, the parameters outlined in the Footprint should serve as a guideline for making decisions about the allocation of space, while empowering building occupants to make decisions that best meet the needs of all students in the building. The Footprint is available at <http://schools.nyc.gov/community/planning/default.htm> under “Key Documents.”

For grades six through twelve, 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.

Space is allocated to D75 programs according to the DOE’s D75 Instructional Footprint (“D75 Footprint”). D75 programs are also provided access to shared spaces such as the gymnasium, the library, the auditorium, and the cafeteria, and spaces such as occupational therapy/physical therapy rooms, the nurse’s office, etc. or provided with space for comparable purposes. Furthermore, excess space in buildings where D75 programs are co-located with other organizations will be equitably distributed to all organizations based on a percentage of the student enrollment, except that the excess allocations to D75 programs are based on the number of sections, rather than the number of students.

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. However, the DOE will provide support to the schools to ensure that the schools use the space efficiently in order to maximize capacity to support student needs and maintain appropriate delivery of special education and related services to students. Where appropriate, school leaders will have an opportunity to draw upon the expertise and guidance of the Office of Special Education, which is dedicated to promoting positive educational outcomes for students with disabilities.

Allocation of Classrooms and Administrative Space

According to a building walkthrough and survey performed on November 16, 2012 by the Manhattan Director of Space Planning in the Office of Space Planning, M013 has a total of 59 full-size rooms,⁴ 30 half-size rooms,⁵ 6 quarter-size rooms,⁶ and 2.0 FSE designed administrative spaces. M013 also contains a gymnasium, an auditorium, a cafeteria, a library and a play area. The below spaces are shared spaces or contain building services and will not be included in the allocation of space for CPE I, CPE HS, J.H.S. 13, EHS I, and EHS II.

- The nurse’s office occupies 1 half-size space.
- The CBO Harlem Family Institute occupies 1 half-size space.
- The CBO Girls Inc. occupies 1 full-size space.
- The custodian occupies 1 half-size space.
- The school-based support team (“SBST”) occupies 0.75 FSE designed administrative space.
- A teacher’s café occupies 1 full-size space.
- The School Safety team occupies 1 half-size space.
- A School Food office occupies 1 half-size space.
- An elementary library occupies 1 half-size space.
- A multi-purpose room occupies 1 full-size space.

Therefore, excluding the spaces outlined above, M013 has a total of: 56 full-size rooms, 24 half-size rooms, 6 quarter-size room, and 1.25 FSE rooms of designed administrative space remaining that can be allocated to the individual schools:

Summary	FS	HS	QS	Designed Admin (FSE)
Building Grand TOTAL	59	30	6	2.0
SHARED SPACES or Building Services	3	6	0	0.75

⁴ Full-size classrooms have an area of 500 square feet or more.

⁵ Half-size classrooms have an area of less than 500 square feet but greater than 239 square feet.

⁶ Quarter-size classrooms have an area less than 240 square feet.

Remaining Total Currently Allocated	56	24	6	1.25
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2012-2013 (CURRENT SCHOOL YEAR):

The table below summarizes the total enrollment and sections served at CPE I, CPE HS, J.H.S. 13 and EHS I in 2012-2013:

2012-2013	Grades Served	Total Enrolled ⁷	GE/ICT Sections	SC Sections
CPE I	K-5 ⁸	202	7	0
CPE HS	9-12	468	18	0
J.H.S. 13	6-8	189	7	3
EHS I	K-2	160	6	0

The DOE has adjusted J.H.S. 13's baseline allocation due to an insufficient number of half-size rooms in M013. J.H.S. 13 currently serves students in 3 self-contained special education classes. Typically, as per the Footprint, self-contained special education classes are accommodated in half-size rooms. In this case, due to an insufficient number of half-size rooms in M013, J.H.S. 13's baseline allocation has been adjusted to include 3 additional full-size rooms for its self-contained sections.

⁷ All figures are from the 2012-2013 Unaudited Register (as of October 26, 2012) or charter headcount as of October 1, 2012.

⁸ CPE I also serves one section of full-day pre-kindergarten. Pre-kindergarten is a program that can be offered both half-day and full-day; the enrollment figures represent the full day equivalency.

The table below summarizes CPE I, CPE HS, J.H.S. 13 and EHS I's baseline and adjusted baseline Footprint allocations, which are based on the methodology described at the beginning of this document.

2012-2013		Non-Admin Spaces		Administrative Spaces				Total Admin (FSE)	Grand Total Current Space Allocation			
		Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Quarter Size Rooms		Total Full Size Rooms	Total Half Size Rooms	Total Quarter Size Rooms	Designed Admin (FSE)
CPE I	Baseline Footprint Allocation	10	1	0.0	0	2	4	2.0	10	3	4	0.0
	Current Space Allocation	11	1	0.0	0	3	4	2.5	11	4	4	0.0
CPE HS	Baseline Footprint Allocation	18	1	1.0	0	4	2	3.5	18	5	2	1.0
	Current Space Allocation	22	3	1.25	0	7	2	5.25	22	10	2	1.25
J.H.S. 13	Baseline Footprint Allocation	8	4	0.0	0	4	0	2.0	8	8	0	0.0
	Adjusted Baseline Allocation	11	1	0.0	0	4	0	2.0	11	5	0	0.0
	Current Space Allocation	12	1	0.0	3	5	0	5.5	15	6	0	0.0
EHS I	Baseline Footprint Allocation	8	1	0.0	0	4	0	1.5	8	5	0	0.0
	Current Space Allocation	8	1	0.0	0	3	0	1.5	8	4	0	0.0

In total, CPE I is using 11 full-size spaces, 4 half-size spaces and 4 quarter-size spaces. This allocation is 1 full-size and 1 half-size space in excess of its baseline allocation. CPE HS is using 22 full-size spaces, 10 half-size spaces, 2 quarter-size spaces and 1.25 FSE designed administrative spaces. This allocation is 4 full-size, 5 half-size, and 0.25 designed administrative spaces in excess of its baseline allocation. J.H.S. 13 is using 15 full-size spaces and 6 half-size spaces. This allocation is 4 full-size and 1 half-size space in excess of its adjusted baseline allocation. EHS I is using 8 full-size spaces and 4 half-size spaces.

2013-2014 (FIRST YEAR OF PROPOSED IMPLEMENTATION):

If the related proposals are approved, J.H.S. 13 will begin its phase-out in the 2013-2014 school year and will no longer enroll sixth grade students in that year. EHS I will continue to be co-located in M013, serving students in kindergarten through third grade. EHS II will be co-located in M013 beginning in the 2013-2014 school year, serving students in kindergarten through first grade. CPE I will continue to serve students in kindergarten through fifth grade and CPE HS will continue to serve students in ninth through twelfth grade.

There will continue to be 56 full-size rooms, 24 half-size rooms, 6 quarter-size rooms, and 1.25 FSE designed administrative spaces that will be allocated among the schools.

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

2013-2014	Grades Served	Total Enrolled ⁹	GE/ICT Sections	SC Sections
CPE I	K-5 ¹⁰	188 – 248	7	0
CPE HS	9-12	445 – 480	18	0
J.H.S. 13	7-8	105 – 125	4	2
EHS I	K-3	180 – 220	8	0
EHS II	K-1	100 – 120	4	0

The DOE has adjusted J.H.S. 13's baseline allocation due to an insufficient number of half-size rooms in M013. J.H.S. 13 is anticipated to serve students in 2 self-contained special education classes. Typically, as per the Footprint, self-contained special education classes are accommodated in half-size rooms. In this case, due to an insufficient number of half-size rooms in M013, J.H.S. 13's baseline allocation has been adjusted to include 2 additional full-size rooms for its self-contained sections.

After CPE I, CPE HS, J.H.S. 13, EHS I, and EHS II have received their respective baseline and adjusted baseline allocation of rooms, the following spaces will remain unallocated:

2013-2014: Building M013	FS Rooms	HS Rooms	QS Rooms	DA Rooms (FSE)
Space in Excess of Baseline Allocations	2	7	0	0.25

The majority of the excess space has been allocated based on the relative enrollment of the schools in the building. However, some rooms have been allocated to schools based on their physical location in the building in order to allow each school organization exclusive use of certain floors in the building. Because this results in each school having contiguous and dedicated space, the DOE believes the allocation of space is equitable and comparable.

The table below summarizes CPE I, CPE HS, J.H.S. 13, EHS I, and EHS II's space allocations.

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

¹⁰ CPE I is also projected to serve one section of full-day pre-kindergarten. Pre-kindergarten is a program that can be offered both half-day and full-day; the enrollment figures represent the full day equivalency.

2013-2014		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)
CPE I	Baseline Footprint Allocation	10	1	0.0	0	2	4	2.0	1	1	0	0.0	11	4	4	0.0
CPE HS	Baseline Footprint Allocation	18	1	1.0	0	4	2	3.5	1	4	0	0.25	19	9	2	1.25
J.H.S. 13	Baseline Footprint Allocation	5	3	0.0	2	0	0	2.0	-	-	-	-	-	-	-	-
	Adjusted Baseline Allocation	7	1	0.0	1	2	0	2.0	0	0	0	0.0	8	3	0	0.0
EHS I	Baseline Footprint Allocation	11	2	0.0	1	2	0	2.0	0	2	0	0.0	12	6	0	0.0
EHS II	Baseline Footprint Allocation	5	1	0.0	1	1	0	1.5	0	0	0	0.0	6	2	0	0.0

In total, CPE I will be allocated 11 full-size spaces, 4 half-size spaces, and 4 quarter-size spaces. CPE HS will be allocated 19 full-size spaces, 9 half-size spaces, 2 quarter-size spaces, and 1.25 designed administrative space. J.H.S. 13 will be allocated 8 full-size spaces and 3 half-size spaces. EHS I will be allocated 12 full-size spaces and 6 half-size spaces. EHS II will be allocated 6 full-size spaces and 2 half-size spaces.

The room change from the current school 2012-2013 school year to the 2013-2014 school year is reflected below:

ROOM CHANGE (+/-)	CURRENT 2012-2013 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2013-2014 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)
CPE I	11	4	4	0.0	11	4	4	0.0	0	0	0	0.0
CPE HS	22	10	2	1.25	19	9	2	1.25	-3	-1	0	0.0
J.H.S. 13	15	6	0	0.0	8	3	0	0.0	-7	-3	0	0.0
EHS I	8	4	0	0.0	12	6	0	0.0	+4	+2	0	0.0
EHS II	0	0	0	0.0	6	2	0	0.0	+6	+2	0	0.0

2014-2015 (SECOND YEAR OF PROPOSED IMPLEMENTATION):

If the related proposals are approved, J.H.S. 13 will be in the final year of its phase-out in the 2014-2015 school year and will enroll students in eighth grade. EHS I will serve students in kindergarten through fourth grade. EHS II will serve students in kindergarten through second grade. CPE I will continue to serve students in kindergarten through fifth grade and CPE HS will continue to serve students in ninth through twelfth grade.

The table below summarizes the total projected enrollment and projected number of sections served at each school in 2014-2015.

2014-2015	Grades Served	Total Enrolled ¹¹	GE/ICT Sections	SC Sections
CPE I	K-5 ¹²	183 – 243	7	0
CPE HS	9-12	445 – 480	18	0
J.H.S. 13	8	50 – 60	2	1
EHS I	K-4	225 – 275	10	0
EHS II	K-2	150 – 180	6	0

The DOE has adjusted J.H.S. 13's baseline allocation due to an insufficient number of half-size rooms in M013. J.H.S. 13 is anticipated to serve students in 1 self-contained special education class. Typically, as per the Footprint, self-contained special education classes are accommodated in half-size rooms. In this case, due to an insufficient number of half-size rooms in M013, J.H.S. 13's baseline allocation has been adjusted to include 1 additional full-size room for its self-contained section.

After CPE I, CPE HS, J.H.S. 13, EHS I, and EHS II have received their respective baseline and adjusted baseline allocations of rooms, the following spaces will remain unallocated:

2014-2015: Building M013	FS Rooms	HS Rooms	QS Rooms	DA Rooms (FSE)
Space in Excess of Baseline Allocations	1	4	0	0.25

The majority of the excess space has been allocated based on the relative enrollment of the schools in the building. However, some rooms have been allocated to schools based on their physical location in the building in order to allow each school organization exclusive use of certain floors in the building. Because this results in each school having contiguous and dedicated space, the DOE believes the allocation of space is equitable and comparable.

The table below summarizes the full 2014-2015 room allocation plan for CPE I, CPE HS, J.H.S. 13, EHS I, and EHS II's baseline and adjusted baseline Footprint allocations, which are based on the methodology described at the beginning of this document. Excess has been allocated towards maintaining contiguous space. Footprint allocations:

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

¹² CPE I is also projected to serve one section of full-day pre-kindergarten. Pre-kindergarten is a program that can be offered both half-day and full-day; the enrollment figures represent the full day equivalency.

2014-2015		Non-Admin Spaces		Administrative Spaces				Total Admin (FSE)	Additional (Excess) Allocation				Grand Total Space Allocation			
		Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Quarter Size Rooms		Additional Full Size Rooms	Additional Half Size Rooms	Additional Quarter Size Rooms	Additional Designed Admin (FSE)	Total Full Size Rooms	Total Half Size Rooms	Total Quarter Size Rooms	Total Designed Admin (FSE)
CPE I	Baseline Footprint Allocation	10	1	0.0	0	2	4	2.0	1	0	0	0.0	11	3	4	0.0
CPE HS	Baseline Footprint Allocation	18	1	1.0	0	4	2	3.5	0	4	0	0.25	18	9	2	1.25
J.H.S. 13	Baseline Footprint Allocation	3	2	0.0	1	1	0	1.5	-	-	-	-	-	-	-	-
	Adjusted Footprint Allocation	4	1	0.0	1	1	0	1.5	0	0	0	0.0	5	2	0	0.0
EHS I	Baseline Footprint Allocation	13	2	0.0	0	5	0	2.5	0	0	0	0.0	13	7	0	0.0
EHS II	Baseline Footprint Allocation	8	1	0.0	1	2	0	2.0	0	0	0	0.0	9	3	0	0.0

In total, CPE I will be allocated 11 full-size spaces, 3 half-size spaces, and 4 quarter-size spaces. CPE HS will be allocated 18 full-size spaces, 9 half-size spaces, 2 quarter-size spaces, and 1.25 designed administrative spaces. J.H.S. 13 will be allocated 5 full-size spaces and 2 half-size spaces. EHS I will be allocated 13 full-size spaces and 7 half-size spaces. EHS II will be allocated 9 full-size spaces and 3 half-size spaces .

The room change from the 2013-2014 school year to the 2014-2015 school year is reflected below:

ROOM CHANGE (+/-)	PROPOSED 2013-2014 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2014-2015 GRAND TOTAL SPACE ALLOCATIONS				YEAR-OVER-YEAR CHANGE (+/-)			
	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)
CPE I	11	4	4	0.0	11	3	4	0.0	0	-1	0	0.0
CPE HS	19	9	2	1.25	18	9	2	1.25	-1	0	0	0.0
J.H.S. 13	8	3	0	0.0	5	2	0	0.0	-3	-1	0	0.0
EHS I	12	6	0	0.0	13	7	0	0.0	+1	+1	0	0.0
EHS II	6	2	0	0.0	9	3	0	0.0	+3	+1	0	0.0

2015-2016 (THIRD YEAR OF PROPOSED IMPLEMENTATION):

If the related proposals are approved, J.H.S. 13 will be fully phased-out and will no longer serve students in M013 in the 2015-2016 school year. EHS I will serve students in kindergarten through fifth grade. However, at the conclusion of the 2015-2016 school year, EHS I will move to its private space and will no longer serve students in M013. EHS II will serve students in kindergarten through third grade in M013 in the 2015-2016 school year. CPE I will continue to serve students in kindergarten through fifth grade and CPE HS will continue to serve students in ninth through twelfth grade.

The table below summarizes the total projected enrollment and projected number of sections served at each school in 2015-2016.

2015-2016	Grades Served	Total Enrolled ¹³	GE/ICT Sections	SC Sections
CPE I	K-5 ¹⁴	193 – 253	7	0
CPE HS	9-12	445 – 480	18	0
EHS I	K-5	270 - 330	12	0
EHS II	K-3	200 - 240	8	0

After CPE I, CPE HS, EHS I and EHS II have received their respective baseline allocations of rooms, the following spaces will remain unallocated:

2015-2016: Building M013	FS Rooms	HS Rooms	QS Rooms	DA Rooms (FSE)
Space in Excess of Baseline Allocations	1	5	0	0.25

The majority of the excess space has been allocated based on the relative enrollment of the schools in the building. However, some rooms have been allocated to schools based on their physical location in the building in order to allow each school organization exclusive use of certain floors in the building. Because this results in each school having contiguous and dedicated space, the DOE believes the allocation of space is equitable and comparable.

¹³ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

¹⁴ CPE I is also projected to serve one section of full-day pre-kindergarten. Pre-kindergarten is a program that can be offered both half-day and full-day; the enrollment figures represent the full day equivalency.

The table below summarizes the full 2015-2016 room allocation plan for CPE I, CPEHS, EHS I and EHS II based on their respective baseline Footprint allocations:

2015-2016		Non-Admin Spaces		Administrative Spaces				Total Admin (FSE)	Additional (Excess) Allocation				Grand Total Space Allocation			
		Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Quarter Size Rooms		Additional Full Size Rooms	Additional Half Size Rooms	Additional Quarter Size Rooms	Additional Designed Admin (FSE)	Total Full Size Rooms	Total Half Size Rooms	Total Quarter Size Rooms	Total Designed Admin (FSE)
CPE I	Baseline Footprint Allocation	10	1	0.0	0	2	4	2.0	1	0	0	0.0	11	3	4	0.0
CPE HS	Baseline Footprint Allocation	18	1	1.0	0	4	2	3.5	0	5	0	0.25	18	10	2	1.25
EHS I	Baseline Footprint Allocation	15	2	0.0	1	4	0	3.0	0	0	0	0.0	16	6	0	0.0
EHS II	Baseline Footprint Allocation	10	2	0.0	1	3	0	2.5	0	0	0	0.0	11	5	0	0.0

In total, CPE I will be allocated 11 full-size spaces, 3 half-size spaces, and 4 quarter-size spaces. CPE HS will be allocated 18 full-size spaces, 10 half-size spaces, 2 quarter-size spaces, and 1.25 designed administrative space. EHS I will be allocated 16 full-size spaces and 6 half-size spaces. EHS II will be allocated 11 full-size spaces and 5 half-size spaces.

The room change from the 2014-2015 school year to the 2015-2016 school year is reflected below:

ROOM CHANGE (+/-)	PROPOSED 2014-2015 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2015-2016 GRAND TOTAL SPACE ALLOCATIONS				YEAR-OVER-YEAR CHANGE (+/-)			
	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)
CPE I	11	3	4	0.0	11	3	4	0.0	0	0	0	0.0
CPE HS	18	9	2	1.25	18	10	2	1.25	0	+1	0	0.0
J.H.S. 13	5	2	0	0.0	0	0	0	0.0	-5	-2	0	0.0

EHS I	13	7	0	0.0	16	6	0	0.0	+3	-1	0	0.0
EHS II	9	3	0	0.0	11	5	0	0.0	+2	+2	0	0.0

2016-2017 (FOURTH YEAR OF PROPOSED IMPLEMENTATION):

If the proposal to co-locate EHS II in M013 is approved, EHS II will serve students in kindergarten through fourth grade in M013 in the 2016-2017 school year. CPE I will continue to serve students in kindergarten through fifth grade and CPE HS will continue to serve students in ninth through twelfth grade.

The table below summarizes the total projected enrollment and projected number of sections served at each school in 2016-2017.

2016-2017	Grades Served	Total Enrolled ¹⁵	GE/ICT Sections	SC Sections
CPE I	K-5 ¹⁶	193 – 253	7	0
CPE HS	9-12	445 – 480	18	0
EHS II	K-4	250 - 300	10	0

After CPE I, CPE HS, and EHS II have received their respective baseline allocations of rooms, the following spaces will remain unallocated:

2016-2017: Building M013	FS Rooms	HS Rooms	QS Rooms	DA Rooms (FSE)
Space in Excess of Baseline Allocations	15	9	0	0.25

The majority of the excess space has been allocated based on the relative enrollment of the schools in the building. However, some rooms have been allocated to schools based on their physical location in the building in order to allow each school organization exclusive use of certain floors in the building. Because this results in each school having contiguous and dedicated space, the DOE believes the allocation of space is equitable and comparable.

The table below summarizes the full 2016-2017 room allocation plan for CPE I, CPE HS and EHS II based on their respective 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)
CPE I	Baseline Footprint Allocation	10	1	0.0	0	2	4	2.0	4	1	0	0.0	14	4	4	0.0
CPE HS	Baseline Footprint Allocation	18	1	1.0	0	4	2	3.5	8	3	0	0.25	26	8	2	1.25

¹⁵ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

¹⁶ CPE I is also projected to serve one section of full-day pre-kindergarten. Pre-kindergarten is a program that can be offered both half-day and full-day; the enrollment figures represent the full day equivalency.

EHS II	Baseline Footprint Allocation	13	2	0.0	0	5	0	2.5	3	5	0	0.0	16	12	0	0.0
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In total, CPE I will be allocated 14 full-size spaces, 4 half-size spaces, and 4 quarter-size spaces. CPE HS will be allocated 26 full-size spaces, 8 half-size spaces, 2 quarter-size spaces, and 1.25 designed administrative space. EHS II will be allocated 16 full-size spaces and 12 half-size spaces.

The room change from the 2015-2016 school year to the 2016-2017 school year is reflected below:

ROOM CHANGE (+/-)	PROPOSED 2015-2016 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2016-2017 GRAND TOTAL SPACE ALLOCATIONS				YEAR-OVER-YEAR CHANGE (+/-)			
	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)
CPE I	11	3	4	0.0	14	4	4	0.0	+3	+1	0	0.0
CPE HS	18	10	2	1.25	26	8	2	1.25	+8	-2	0	0.0
EHS I	16	6	0	0.0	0	0	0	0.0	-16	-6	0	0.0
EHS II	11	5	0	0.0	16	12	0	0.0	+5	+7	0	0.0

2017-2018 (FIFTH YEAR OF PROPOSED IMPLEMENTATION):

If the proposal to co-locate EHS II in M013 is approved, EHS II will serve students in kindergarten through fifth grade in 2017-2018. CPE I will continue to serve students in kindergarten through fifth grade and CPE HS will continue to serve students in ninth through twelfth grade.

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

2017-2018	Grades Served	Total Enrolled ¹⁷	GE/ICT Sections	SC Sections
CPE I	K-5 ¹⁸	198 – 258	7	0
CPE HS	9-12	445 – 480	18	0
EHS II	K-5	300 - 360	12	0

After CPE I, CPE HS, and EHS II have received their respective baseline allocations of rooms, the following spaces will remain unallocated:

2017-2018: Building M013	FS Rooms	HS Rooms	QS Rooms	DA Rooms (FSE)
Space in Excess of Baseline Allocations	13	9	0	0.25

The majority of the excess space has been allocated based on the relative enrollment of the schools in the building. However, some rooms have been allocated to schools based on their physical location in the building in order to allow each school organization exclusive use of certain floors in the building. Because this results in each school having contiguous and dedicated space, the DOE believes the allocation of space is equitable and comparable.

The table below summarizes the full 2017-2018 room allocation plan for CPE I, CPE HS, and EHS II based on their respective baseline Footprint allocations:

2017-2018		Non-Admin Spaces		Administrative Spaces				Total Admin (FSE)	Additional (Excess) Allocation				Grand Total Space Allocation			
		Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Quarter Size Rooms		Additional Full Size Rooms	Additional Half Size Rooms	Additional Quarter Size Rooms	Additional Designed Admin (FSE)	Total Full Size Rooms	Total Half Size Rooms	Total Quarter Size Rooms	Total Designed Admin (FSE)
CPE I	Baseline Footprint Allocation	10	1	0.0	0	2	4	2.0	3	1	0	0.0	13	4	4	0.0
CPE HS	Baseline Footprint Allocation	18	1	1.0	0	4	2	3.5	7	3	0	0.25	25	8	2	1.25

¹⁷ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

¹⁸ CPE I is also projected to serve one section of full-day pre-kindergarten. Pre-kindergarten is a program that can be offered both half-day and full-day; the enrollment figures represent the full day equivalency.

EHS II	Baseline Footprint Allocation	15	2	0.0	0	5	0	2.5	3	5	0	0.0	18	12	0	0.0
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In total, CPE I will occupy 13 full-size spaces, 4 half-size spaces, and 4 quarter-size spaces. CPE HS will occupy 25 full-size spaces, 8 half-size spaces, 2 quarter-size spaces, and 1.25 designed administrative spaces. EHS II will occupy 18 full-size spaces and 12 half-size spaces.

The room change from the 2016-2017 school year to the 2017-2018 school year is reflected below:

ROOM CHANGE (+/-)	PROPOSED 2016-2017 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2017-2018 GRAND TOTAL SPACE ALLOCATIONS				YEAR-OVER-YEAR CHANGE (+/-)			
	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)
CPE I	14	4	4	0.0	13	4	4	0.0	-1	0	0	0.0
CPE HS	26	8	2	1.25	25	8	2	1.25	-1	0	0	0.0
EHS II	16	12	0	0.0	18	12	0	0.0	+2	0	0	0.0

2018-2019 (SIXTH YEAR OF PROPOSED IMPLEMENTATION):¹⁹

If the proposal to co-locate EHS II in M013 is approved, EHS II will serve students in kindergarten through sixth grade in M013 in 2018-2019. CPE I will continue to serve students in kindergarten through fifth grade and CPE HS will continue to serve students in ninth through twelfth grade.

The table below summarizes the total projected enrollment and projected number of sections served at each school in 2018-2019.

2018-2019	Grades Served	Total Enrolled ²⁰	GE/ICT Sections	SC Sections
CPE I	K-5 ²¹	198 – 258	7	0
CPE HS	9-12	445 – 480	18	0
EHS II	K-6	350 – 420	14	0

After CPE I, CPE HS, and EHS II have received their respective baseline allocations of rooms, the following spaces will remain unallocated:

2018-2019: Building M013	FS Rooms	HS Rooms	QS Rooms	DA Rooms (FSE)
Space in Excess of Baseline Allocations	11	9	0	0.25

The majority of the excess space has been allocated based on the relative enrollment of the schools in the building. However, some rooms have been allocated to schools based on their physical location in the building in order to allow each school organization exclusive use of certain floors in the building. Because this results in each school having contiguous and dedicated space, the DOE believes the allocation of space is equitable and comparable.

¹⁹ Pursuant to the terms of its charter, EHS II is currently only authorized to serve students in kindergarten through fifth grade. EHS II has informed the DOE that it intends to apply to SUNY CSI to revise its charter, expanding its grade span to include students in sixth through eighth grade. Only SUNY CSI has the authority to approve or deny that request. Should SUNY CSI deny EHS II's request to expand, or if EHS II fails to make this request, EHS II will only serve its approved grade span of kindergarten through fifth grade, and the space allocations for the 2018-2019, 2019-2020 and 2020-2021 school years contained in this BUP will not be applicable. In that case, the 2017-2018 school year will serve as the long term space allocation plan for buildings M013.

²⁰ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

²¹ CPE I is also projected to serve one section of full-day pre-kindergarten. Pre-kindergarten is a program that can be offered both half-day and full-day; the enrollment figures represent the full day equivalency.

The table below summarizes the full 2018-2019 room allocation plan for CPE I, CPE HS, and EHS II based on their respective baseline and adjusted baseline Footprint allocations:

2018-2019		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 Admin (FSE)	Total Full Size Rooms	Total Half Size Rooms	Total Quarter Size Rooms	Total Designed Admin (FSE)
CPE I	Baseline Footprint Allocation	10	1	0.0	0	2	4	2.0	3	1	0	0.0	13	4	4	0.0
CPE HS	Baseline Footprint Allocation	18	1	1.0	0	4	2	3.5	5	3	0	0.25	23	8	2	1.25
EHS II	Baseline Footprint Allocation	17	2	0.0	0	5	0	2.5	3	5	0	0.0	20	12	0	0.0

In total, CPE I will occupy 13 full-size spaces, 4 half-size spaces, and 4 quarter-size spaces. CPE HS will occupy 23 full-size spaces, 8 half-size spaces, 2 quarter-size spaces, and 1.25 designed administrative space. EHS II will occupy 20 full-size spaces and 12 half-size spaces.

The room change from the 2017-2018 school year to the 2018-2019 school year is reflected below:

ROOM CHANGE (+/-)	PROPOSED 2017-2018 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2018-2019 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)
CPE I	13	4	4	0.0	13	4	4	0.0	0	0	0	0.0
CPE HS	25	8	2	1.25	23	8	2	1.25	-2	0	0	0.0
EHS II	18	12	0	0.0	20	12	0	0.0	+2	0	0	0.0

2019-2020 (SEVENTH YEAR OF PROPOSED IMPLEMENTATION):²²

If the proposal to co-locate EHS II in M013 is approved, EHS II will serve students in kindergarten through seventh grade in M013 in 2019-2020. CPE I will continue to serve students in kindergarten through fifth grade and CPE HS will continue to serve students in ninth through twelfth grade.

The table below summarizes the total projected enrollment and projected number of sections served at each school in 2019-2020.

2018-2019	Grades Served	Total Enrolled ²³	GE/ICT Sections	SC Sections
CPE I	K-5 ²⁴	198 – 258	7	0
CPE HS	9-12	445 – 480	18	0
EHS II	K-7	400 – 480	16	0

After CPE I, CPE HS, and EHS II have received their respective baseline allocations of rooms, the following spaces will remain unallocated:

2019-2020: Building M013	FS Rooms	HS Rooms	QS Rooms	DA Rooms (FSE)
Space in Excess of Baseline Allocations	8	9	0	0.25

The majority of the excess space has been allocated based on the relative enrollment of the schools in the building. However, some rooms have been allocated to schools based on their physical location in the building in order to allow each school organization exclusive use of certain floors in the building. Because this results in each school having contiguous and dedicated space, the DOE believes the allocation of space is equitable and comparable.

²² Pursuant to the terms of its charter, EHS II is currently only authorized to serve students in kindergarten through fifth grade. EHS II has informed the DOE that it intends to apply to SUNY CSI to revise its charter, expanding its grade span to include students in sixth through eighth grade. Only SUNY CSI has the authority to approve or deny that request. Should SUNY CSI deny EHS II's request to expand, or if EHS II fails to make this request, EHS II will only serve its approved grade span of kindergarten through fifth grade, and the space allocations for the 2018-2019, 2019-2020 and 2020-2021 school years contained in this BUP will not be applicable. In that case, the 2017-2018 school year will serve as the long term space allocation plan for buildings M013.

²³ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

²⁴ CPE I is also projected to serve one section of full-day pre-kindergarten. Pre-kindergarten is a program that can be offered both half-day and full-day; the enrollment figures represent the full day equivalency.

The table below summarizes the full 2019-2020 room allocation plan for CPE I, CPE HS, and EHS II based on their respective baseline Footprint allocations:

2019-2020		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)
CPE I	Baseline Footprint Allocation	10	1	0.0	0	2	4	2.0	2	1	0	0.00	12	4	4	0.0
CPE HS	Baseline Footprint Allocation	18	1	1.0	0	4	2	3.5	3	3	0	0.25	21	8	2	1.25
EHS II	Baseline Footprint Allocation	19	2	0.0	1	5	0	3.5	3	5	0	0.0	23	12	0	0.0

In total, CPE I will occupy 12 full-size spaces, 4 half-size spaces, and 4 quarter-size spaces. CPE HS will occupy 21 full-size spaces, 8 half-size spaces, 2 quarter-size spaces, and 1.25 designed administrative space. EHS II will occupy 23 full-size spaces and 12 half-size spaces.

The room change from the 2018-2019 school year to the 2019-2020 school year is reflected below:

ROOM CHANGE (+/-)	PROPOSED 2018-2019 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2019-2020 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)
CPE I	13	4	4	0.0	12	4	4	0.0	-1	0	0	0.0
CPE HS	23	8	2	1.25	21	8	2	1.25	-2	0	0	0.0
EHS II	20	12	0	0.0	23	12	0	0.0	+3	0	0	0.0

2020-2021 (EIGHTH AND FINAL YEAR OF PROPOSED IMPLEMENTATION):²⁵

If the proposal to co-locate EHS II in M013 is approved, EHS II will have fully phased in and will serve students in kindergarten through eighth grade in M013 in 2020-2021. CPE I will continue to serve students in kindergarten through fifth grade and CPE HS will continue to serve students in ninth through twelfth grade.

The table below summarizes the total projected enrollment and projected number of sections served at each school in 2020-2021.

2018-2019	Grades Served	Total Enrolled ²⁶	GE/ICT Sections	SC Sections
CPE I	K-5 ²⁷	198 – 258	7	0
CPE HS	9-12	445 – 480	18	0
EHS II	K-8	450 – 540	18	0

After CPE I, CPE HS, and EHS II have received their respective baseline allocations of rooms, the following spaces will remain unallocated:

2020-2021: Building M013	FS Rooms	HS Rooms	QS Rooms	DA Rooms (FSE)
Space in Excess of Baseline Allocations	6	9	0	0.25

The majority of the excess space has been allocated based on the relative enrollment of the schools in the building. However, some rooms have been allocated to schools based on their physical location in the building in order to allow each school organization exclusive use of certain floors in the building. Because this results in each school having contiguous and dedicated space, the DOE believes the allocation of space is equitable and comparable.

²⁵ Pursuant to the terms of its charter, EHS II is currently only authorized to serve students in kindergarten through fifth grade. EHS II has informed the DOE that it intends to apply to SUNY CSI to revise its charter, expanding its grade span to include students in sixth through eighth grade. Only SUNY CSI has the authority to approve or deny that request. Should SUNY CSI deny EHS II's request to expand, or if EHS II fails to make this request, EHS II will only serve its approved grade span of kindergarten through fifth grade, and the space allocations for the 2018-2019, 2019-2020 and 2020-2021 school years contained in this BUP will not be applicable. In that case, the 2017-2018 school year will serve as the long term space allocation plan for buildings M013.

²⁶ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

²⁷ CPE I is also projected to serve one section of full-day pre-kindergarten. Pre-kindergarten is a program that can be offered both half-day and full-day; the enrollment figures represent the full day equivalency.

The table below summarizes the full 2020-2021 room allocation plan for CPE I, CPE HS, and EHS II based on their respective baseline Footprint allocations:

2020-2021		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)
CPE I	Baseline Footprint Allocation	10	1	0.0	0	2	4	2.0	1	1	0	0.0	11	4	4	0.0
CPE HS	Baseline Footprint Allocation	18	1	1.0	0	4	2	3.5	2	3	0	0.25	20	8	2	1.25
EHS II	Baseline Footprint Allocation	21	2	0.0	1	5	0	3.5	3	5	0	0.0	25	12	0	0.0

In total, CPE I will occupy 11 full-size spaces, 4 half-size spaces, and 4 quarter-size spaces. CPE HS will occupy 20 full-size spaces, 8 half-size spaces, 2 quarter-size spaces, and 1.25 designed administrative space. EHS II will occupy 25 full-size spaces and 12 half-size spaces.

The room change from the 2019-2020 school year to the 2020-2021 school year is reflected below:

ROOM CHANGE (+/-)	PROPOSED 2019-2020 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2020-2021 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)
CPE I	12	4	4	0.0	11	4	4	0.0	-1	0	0	0.0
CPE HS	21	8	2	1.25	20	8	2	1.25	-1	0	0	0.0
EHS II	23	12	0	0.0	25	12	0	0.0	+2	0	0	0.0

The proposed 2020-2021 allocation of space will serve as the long-term space allocation for CPE I, CPE HS and EHS II.

Shared Space Plan

A proposed shared space plan is below. The following plan is based on the estimated duration of time each of the co-located schools will have in each of the shared spaces in building M013. The final shared space schedule will be collaboratively drafted by the Building Council after the proposed co-location has been approved by the PEP.

JUSTIFICATION OF FEASIBILITY AND EQUITY OF PROPOSED SHARED SPACE PLAN

This proposed Shared Space Plan is based upon the population size and other relevant factors further described below for each co-located school. Although the DOE has proposed how the shared spaces in the building may be utilized, Building Councils are free to deviate from the proposed Shared Space Plan to accommodate specific programmatic needs of all special populations or groups within each school as is feasible and equitable, provided that the Building Council comes to an agreement of the final Shared Space Plan collaboratively. (NOTE: The Building Council will revisit the Shared Space Plan and its schedules on an annual basis to account for any changes in enrollment or programmatic needs. If conflicts emerge and progress is impaired, the Building Council shall follow the dispute resolution procedures outlined in the Campus Policy Memo available at the following link: <http://schools.nyc.gov/community/campusgov>).

The below proposed schedule is based on projected enrollments for each co-located school, the total capacity of each shared space, the grades served by each of the co-located schools, and the start and end times of each school's school day based on the Office of Pupil Transportation's bus schedule for a regular school day.²⁸

In planning how CPE I, CPE HS, J.H.S. 13, EHS I and EHS II may use shared space, the DOE has applied these factors as described above to develop a proposed plan that allocates time in each space equitably:

Cafeteria:

- The total time allocated to each organization in the cafeteria is primarily based upon CPE I, CPE HS, J.H.S. 13, EHS I and EHS II's projected enrollment and the capacity of the cafeteria.
- The cafeteria has the capacity to serve 375 students.
- With regard to lunch, in the proposed schedule below, EHS I uses the cafeteria for 60 minutes daily, EHS II for 35 minutes daily, CPE I for 75 minutes daily, J.H.S. 13 for 40 minutes daily, and CPE HS for 105 minutes daily.
- With regard to breakfast, the DOE notes that traditionally not all students have opted to participate in the breakfast program at M013. End times are aligned with the beginning of each school's instructional time, as based on the Office of Pupil Transportation's bus schedule for a regular school day. EHS I and EHS II are each allotted 30 minutes daily, CPE I is allotted 40 minutes daily, J.H.S. 13 is allotted 30 minutes daily, and CPE HS is allotted 40 minutes daily.

Library

- In the proposed schedule below, time in the library has been allocated based on the relative projected enrollment of each school.
- EHS I will be allocated 85 minutes daily, EHS II 30 minutes daily, CPE I 120 minutes daily, J.H.S. 13 60 minutes daily, and CPE HS 200 minutes daily.

²⁸ See DOE's Office of Pupil Transportation Web site at <https://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/SearchResult.aspx>.

Auditorium

- In the proposed schedule below, time in the auditorium has been allocated based on the relative projected enrollment of each school.
- EHS I will be allocated the auditorium one day of the week and CPE I will be allocated another day of the week. CPE HS will be allocated the auditorium two days of the week. EHS II will be allocated 180 minutes one day of the week and J.H.S. 13 will be allocated 210 minutes on one day of the week.
- The auditorium has the capacity to serve 506 students.

Gymnasium and Playground

Gymnasium

- There is one gymnasium in the building that has the capacity to serve 510 students. The DOE proposes that the gymnasium be allocated based on the relative projected enrollment of each school.
- EHS I will be allocated 10 hours per week, EHS II will be allocated 5 hours per week, CPE I will be allocated 10 hours per week, J.H.S. 13 will be allocated 5 hours per week, and CPE HS will be allocated 20 hours per week.

Play Area

- There is one play area. In the schedule below, the playground time is loosely aligned to the cafeteria schedule to provide schools with the option of offering students a recess before, during or after the proposed lunch period. EHS I uses the playground for 60 minutes daily, EHS II for 35 minutes daily, CPE I for 70 minutes daily, J.H.S. 13 for 55 minutes daily, and CPE HS for 145 minutes daily.

After School Programs

- The DOE notes that currently CPE I, CPE HS and J.H.S. 13 are not allocated time in shared spaces beyond 3:20 p.m.

The Building Council is free to deviate from the proposed Shared Space Plan to accommodate specific programmatic needs of all groups within each school as is feasible and equitable, provided that the Building Council comes to an agreement on the final shared space plan collaboratively.

In 2013-2014, the DOE projects that J.H.S. 13 will serve approximately 105-125 students, CPE I 188-248 students, CPE HS 445-480 students, EHS I 180-220 students, and EHS II 100-120 students. Based on the Office of Pupil Transportation's bus schedules for the earliest start and latest end times of the school day, J.H.S. 13's school day runs from approximately 8:10 a.m. to 3:07 p.m. (non-extended day school days end at 2:30 p.m.), CPE I's school day runs from approximately 8:10 a.m. to 3:07 p.m. (non-extended day school days end at 2:30 p.m.), CPE HS' school day runs from approximately 8:30 a.m. to 3:20 p.m., EHS I's school days runs from approximately 7:35 a.m. to 4:30 p.m., and EHS II's school day is anticipated to run approximately from 7:35 a.m. to 4:30 p.m.

Based on the schedule below and the explanations provided above, the DOE believes that the proposed Shared Space Plan is feasible and that each school is being treated equitably and comparably in its ability to use the shared spaces in the building.

Space	Monday	Tuesday	Wednesday	Thursday	Friday	
Cafeteria (Capacity: 375)	Breakfast EHS I: 7:00 a.m. – 7:30 a.m. EHS II: 7:00 a.m. – 7:30 a.m. CPE I: 7:30 a.m. – 8:10 a.m. J.H.S. 13: 7:40 a.m. – 8:10 a.m. CPE HS: 7:50 a.m. – 8:30 a.m. Lunch EHS I: 10:00 a.m. – 11:00 a.m. EHS II: 10:25 a.m. – 11:00 a.m. CPE I: 11:00 a.m. – 12:15 p.m. J.H.S. 13: 11:35 a.m. – 12:15 p.m. CPE HS: 12:15 p.m. – 2:00 p.m.	Breakfast EHS I: 7:00 a.m. – 7:30 a.m. EHS II: 7:00 a.m. – 7:30 a.m. CPE I: 7:30 a.m. – 8:10 a.m. J.H.S. 13: 7:40 a.m. – 8:10 a.m. CPE HS: 7:50 a.m. – 8:30 a.m. Lunch EHS I: 10:00 a.m. – 11:00 a.m. EHS II: 10:25 a.m. – 11:00 a.m. CPE I: 11:00 a.m. – 12:15 p.m. J.H.S. 13: 11:35 a.m. – 12:15 p.m. CPE HS: 12:15 p.m. – 2:00 p.m.	Breakfast EHS I: 7:00 a.m. – 7:30 a.m. EHS II: 7:00 a.m. – 7:30 a.m. CPE I: 7:30 a.m. – 8:10 a.m. J.H.S. 13: 7:40 a.m. – 8:10 a.m. CPE HS: 7:50 a.m. – 8:30 a.m. Lunch EHS I: 10:00 a.m. – 11:00 a.m. EHS II: 10:25 a.m. – 11:00 a.m. CPE I: 11:00 a.m. – 12:15 p.m. J.H.S. 13: 11:35 a.m. – 12:15 p.m. CPE HS: 12:15 p.m. – 2:00 p.m.	Breakfast EHS I: 7:00 a.m. – 7:30 a.m. EHS II: 7:00 a.m. – 7:30 a.m. CPE I: 7:30 a.m. – 8:10 a.m. J.H.S. 13: 7:40 a.m. – 8:10 a.m. CPE HS: 7:50 a.m. – 8:30 a.m. Lunch EHS I: 10:00 a.m. – 11:00 a.m. EHS II: 10:25 a.m. – 11:00 a.m. CPE I: 11:00 a.m. – 12:15 p.m. J.H.S. 13: 11:35 a.m. – 12:15 p.m. CPE HS: 12:15 p.m. – 2:00 p.m.	Breakfast EHS I: 7:00 a.m. – 7:30 a.m. EHS II: 7:00 a.m. – 7:30 a.m. CPE I: 7:30 a.m. – 8:10 a.m. J.H.S. 13: 7:40 a.m. – 8:10 a.m. CPE HS: 7:50 a.m. – 8:30 a.m. Lunch EHS I: 10:00 a.m. – 11:00 a.m. EHS II: 10:25 a.m. – 11:00 a.m. CPE I: 11:00 a.m. – 12:15 p.m. J.H.S. 13: 11:35 a.m. – 12:15 p.m. CPE HS: 12:15 p.m. – 2:00 p.m.	
Library	EHS I: 7:35 a.m. – 9:00 a.m. EHS II: 8:30 a.m. – 9:00 a.m. CPE I: 9:00 a.m. – 11:00 a.m. J.H.S. 13: 11:00 a.m. – 12:00 p.m. CPE HS: 12:00 – 3:20 p.m.	EHS I: 7:35 a.m. – 9:00 a.m. EHS II: 8:30 a.m. – 9:00 a.m. CPE I: 9:00 a.m. – 11:00 a.m. J.H.S. 13: 11:00 a.m. – 12:00 p.m. CPE HS: 12:00 – 3:20 p.m.	EHS I: 7:35 a.m. – 9:00 a.m. EHS II: 8:30 a.m. – 9:00 a.m. CPE I: 9:00 a.m. – 11:00 a.m. J.H.S. 13: 11:00 a.m. – 12:00 p.m. CPE HS: 12:00 – 3:20 p.m.	EHS I: 7:35 a.m. – 9:00 a.m. EHS II: 8:30 a.m. – 9:00 a.m. CPE I: 9:00 a.m. – 11:00 a.m. J.H.S. 13: 11:00 a.m. – 12:00 p.m. CPE HS: 12:00 – 3:20 p.m.	EHS I: 7:35 a.m. – 9:00 a.m. EHS II: 8:30 a.m. – 9:00 a.m. CPE I: 9:00 a.m. – 11:00 a.m. J.H.S. 13: 11:00 a.m. – 12:00 p.m. CPE HS: 12:00 – 3:20 p.m.	
Auditorium (Capacity: 506)	EHS II: 8:00 a.m. – 11:00 p.m. J.H.S. 13: 11:00 a.m. – 2:30 p.m.	CPE I: 8:10 a.m. – 2:30 p.m.	CPE HS: 8:30 a.m. – 3:20 p.m.	CPE HS: 8:30 a.m. – 3:20 p.m.	EHS I: 8:00 a.m. – 3:00 p.m.	
Gymnasium (Capacity: 510)	EHS I: 7:30 a.m. – 8:30 a.m. CPE I: 8:30 a.m. – 10:30 a.m. J.H.S. 13: 10:30 a.m. – 11:30 p.m. CPE HS: 11:30 a.m. – 3:30 p.m. EHS I and EHS II: 3:30 p.m. – 4:30 p.m.	EHS I: 7:30 a.m. – 8:30 a.m. CPE I: 8:30 a.m. – 10:30 a.m. J.H.S. 13: 10:30 a.m. – 11:30 p.m. CPE HS: 11:30 a.m. – 3:30 p.m. EHS I and EHS II: 3:30 p.m. – 4:30 p.m.	EHS I: 7:30 a.m. – 8:30 a.m. CPE I: 8:30 a.m. – 10:30 a.m. J.H.S. 13: 10:30 a.m. – 11:30 p.m. CPE HS: 11:30 a.m. – 3:30 p.m. EHS I and EHS II: 3:30 p.m. – 4:30 p.m.	EHS I: 7:30 a.m. – 8:30 a.m. CPE I: 8:30 a.m. – 10:30 a.m. J.H.S. 13: 10:30 a.m. – 11:30 p.m. CPE HS: 11:30 a.m. – 3:30 p.m. EHS I and EHS II: 3:30 p.m. – 4:30 p.m.	EHS I: 7:30 a.m. – 8:30 a.m. CPE I: 8:30 a.m. – 10:30 a.m. J.H.S. 13: 10:30 a.m. – 11:30 p.m. CPE HS: 11:30 a.m. – 3:30 p.m. EHS I and EHS II: 3:30 p.m. – 4:30 p.m.	EHS I: 7:30 a.m. – 8:30 a.m. CPE I: 8:30 a.m. – 10:30 a.m. J.H.S. 13: 10:30 a.m. – 11:30 p.m. CPE HS: 11:30 a.m. – 3:30 p.m. EHS I and EHS II: 3:30 p.m. – 4:30 p.m.
Play Area	EHS I: 10:00 a.m. – 11:00 a.m. EHS II: 10:25 a.m. – 11:00 a.m.	EHS I: 10:00 a.m. – 11:00 a.m. EHS II: 10:25 a.m. – 11:00 a.m.	EHS I: 10:00 a.m. – 11:00 a.m. EHS II: 10:25 a.m. – 11:00 a.m.	EHS I: 10:00 a.m. – 11:00 a.m. EHS II: 10:25 a.m. – 11:00 a.m.	EHS I: 10:00 a.m. – 11:00 a.m. EHS II: 10:25 a.m. – 11:00 a.m.	

	CPE I: 10:25 a.m. – 11:35 a.m. J.H.S. 13: 11:35 a.m. – 12:30 p.m. CPE HS: 11:35 a.m. – 2:00 p.m.	CPE I: 10:25 a.m. – 11:35 a.m. J.H.S. 13: 11:35 a.m. – 12:30 p.m. CPE HS: 11:35 a.m. – 2:00 p.m.	CPE I: 10:25 a.m. – 11:35 a.m. J.H.S. 13: 11:35 a.m. – 12:30 p.m. CPE HS: 11:35 a.m. – 2:00 p.m.	CPE I: 10:25 a.m. – 11:35 a.m. J.H.S. 13: 11:35 a.m. – 12:30 p.m. CPE HS: 11:35 a.m. – 2:00 p.m.	CPE I: 10:25 a.m. – 11:35 a.m. J.H.S. 13: 11:35 a.m. – 12:30 p.m. CPE HS: 11:35 a.m. – 2:00 p.m.
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Building Safety and Security

Pursuant to Chancellor’s Regulation A-414 every school/campus must have a School Safety Committee. The committee plays an essential role in the establishment of safety procedures, the communication of expectations and responsibilities of students and staff, and the design of prevention and intervention strategies and programs specific to the needs of the school. The committee is comprised of various members of the school community, including, among others, Principal(s); designee of all other programs operating within the building; UFT Chapter Leader; Custodial Engineer/designee; and In-house School Safety Agent Level III. The committee is responsible for addressing safety matters on an ongoing basis and making appropriate recommendations to the Principal(s) when it identifies the need for additional security measures, intervention, training, etc.

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

Consistent with the process described above, if this proposal is approved, the leader/designee of CPE I, CPE HS, J.H.S. 13, EHS I and EHS II will be part of the M013 School Safety Committee. As a member of the School Safety Committee, the leader/designees of CPE I, CPE HS, J.H.S. 13, EHS I and EHS II will participate in the development of the building’s Safety Plan and ensure that any security related issues or needs that may arise with respect to the co-location of CPE I, CPE HS, J.H.S. 13, EHS I and EHS II will be addressed on an ongoing basis. Moreover, the Safety Plan for the M013 school building will be modified as appropriate to meet any changing security needs associated with the ongoing co-location. CPE I, CPE HS, J.H.S. 13, EHS I and EHS II will enter information in the M013 schools’ overall Safety Plan to ensure the safe operation of the school building.

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

The completed School Safety Plan for the M013 school building will be submitted to the Borough Safety Directors of the Office of School and Youth Development for approval. If changes or modifications are necessary, the School Safety Committee will be advised. Once the School’s Safety Plan is approved, it will be submitted to the New York City Police Department (“NYPD”) for final approval and certification by the NYPD.

Proposed Communications Strategy

As per the Campus Policy Memo 2011, co-located schools on campuses must actively participate in a Building Council (BC), which is a campus structure for administrative decision-making for issues impacting all schools in the building.²⁹ Only principals and charter school leaders serve on the BC. The BC shall meet at least once a month to discuss and resolve issues related to the smooth daily operation of all schools in the building and the safety of the students they serve. The BC principals and charter school leaders, where applicable, communicate their decisions campus-wide to staff, students and parents, especially as related to issues of safety, shared space, campus schedules, split-staff agreements, and extended facility use.

A Shared Space Committee (“SSC”) shall be established by the principals of the schools at campuses where charter schools are co-located in a public school building with one or more non-charter schools or District 75 schools, as set forth in Chancellor’s Regulation A-190. With respect to charter co-locations approved after May 28, 2010, the effective date of the amended New York Charter Schools Act, the SSC is to review the implementation of the Building Utilization Plan (BUP) once it has been approved by the PEP. With respect to charter schools that were approved to be located or co-located in a public school building prior to the effective date of the amended New York Charter Schools Act, the SSC shall review implementation of the current building space plans in place at those buildings. The SSC will meet at minimum four times per year.

²⁹ Campus Policy Memo 2011 is available at <http://schools.nyc.gov/community/campusgov>, under “Key Documents.”

The SSC will be comprised of the principal, a teacher and a parent of each co-located school. With respect to a non-charter school's teacher and parent members, such SSC members shall be selected by the corresponding constituent member of the SLT of the school. Charter school leaders will work with their constituencies to select the parent and teacher representing that school. SSC agendas and minutes shall be shared with the BC. SSC members may be asked to communicate with their constituencies about the BUP and its campus implementation.