

BUILDING UTILIZATION PLAN

As described in greater detail in the attached Educational Impact Statement ("EIS"), the New York City Department of Education ("DOE") is proposing to relocate the middle school grades (5-8) of Girls Preparatory Charter School (84M330, hereafter "Girls Prep Middle School" or "Girls Prep"), an existing public charter school currently serving girls in Kindergarten through sixth grade, to building M060, located at 420-1 East 11th Street, New York, NY 10009 in Community School District 1. In M060, Girls Prep Middle School would co-locate with East Side Community School, (01M450, "East Side Community") an existing District 1 choice school serving grades six through twelve, starting in 2011-2012 if the Panel for Education Policy were to approve this proposal.

Building M060 currently houses two schools: East Side Community and Ross Global Charter School (84M355, "Ross Global"). Ross Global is a DOE-authorized charter school. Ross Global's current charter expires on June 30, 2011, and its application for a renewal of its charter beyond that date has been denied.¹ As a result, the school does not have authority to continue operating in the 2011-12 school year, and is anticipated to close at the end of the 2010-2011 school year. The DOE is proposing to site the middle school grades of Girls Prep in this newly available District 1 space in order to maintain access to a high quality K-8 school for female students in District 1.

Pursuant to the New York State Charter Schools Act of 1998 (as amended May 2010), the following plan outlines the proposed allocation of classrooms and administrative space between Girls Prep and East Side Community. It also includes a proposal for the collaborative usage of shared resources and spaces between Girls Prep and East Side Community, including but not limited to cafeterias, libraries, gymnasiums, and recreational areas which assures equitable access to such facilities. 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.

METHODOLOGY

We have applied the DOE Instructional Footprint ("Footprint")² to all schools and/or programs outlined in this plan to allocate rooms in an unbiased manner, and have divided the remaining space equitably based on the proportion of the total students in the building enrolled by each school and/or program, the instructional and programmatic needs of the co-located schools, and the physical location of the excess space within the building.

JUSTIFICATION OF FEASIBILITY AND EQUITABILITY OF CLASSROOM AND ADMINISTRATIVE SPACE ALLOCATION

The Footprint sets forth the baseline number of rooms that should be allocated to a school based on the grade levels served by the school and number of classes per grade. For existing schools, the Footprint is applied to the current number of classes and class size a school has programmed and is confirmed by a walk-through of the building by the Borough Director of Space Planning and the school's principal. For elementary schools serving grades K-5 and offering a pre-kindergarten section, the Footprint assumes that classes are self-contained, meaning that each class remains in their homeroom throughout the day except for when they are 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 classroom for each general education or Collaborative Team Teaching section and a full-size or half-size classroom to accommodate each self-contained special education section served by the school. In addition, schools serving grades K-5 receive an allocation of cluster or specialty classrooms proportionate to the number of students enrolled. These classes can be used at the principal's discretion for purposes such as art and/or music instruction, among other things.

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

¹Ross Global appealed this decision to the Commissioner of the New York State Education Department. That appeal was denied by the Commissioner on January 19, 2011. While the possibility exists that Ross Global could attempt to litigate the denial of its appeal, this document assumes that Ross Global will close at the end of the 2010-11 school year. If future litigation invalidates this assumption, the DOE will revisit its plan for building M060.

² The Footprint is a tool to be used by all stakeholders in the analysis and assessment of space usage in DOE buildings. Its purpose is to ensure that the space allocation plan for all schools is fair and equitable. In co-location agreements, the parameters outlined in the Footprint should serve as a guideline for making decisions about the allocation of space, while empowering building occupants to make decisions that best meet the needs of all students in the building. The DOE Footprint can be found at:

http://schools.nyc.gov/NR/rdonlyres/8CF30F41-DE25-4C30-92DE-731949919FC3/65901/NYCDOE_Instructional_Footprint_revisedMay2009_noco.pdf

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

For grades 6-12 the Footprint assumes that students move from class to class and that classrooms should be programmed at maximum efficiency. The Footprint allocates one full-size classroom for each general education or Collaborative Team Teaching section and a full-size or half-size classroom to accommodate each self-contained special education section served by the school. The Footprint does not require that every teacher have his or her own designated classroom. Principals are asked to program their schools efficiently so that classrooms can be used for multiple purposes throughout the course of the school day.

All schools receive a baseline of the approximate equivalent of 3.5 full size classrooms³ for student support services, resource rooms and administrative space when serving their entire grade span. Any space not allocated pursuant to the Footprint shall be allocated equitably among the co-located schools. In determining an equitable allocation, the DOE may consider factors such as the relative enrollments of the co-located schools, the instructional and programmatic needs of the co-located schools, and the physical location of the excess space within the building.

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

Allocation of Classrooms and Administrative Space

According to a building walkthrough and survey performed on January 12, 2011 by Richard Bocchicchio, Director of Space Planning, building M060 has a total of 50 full size classrooms/spaces,⁴ 1 full size science lab, 15 half-size classrooms/spaces,⁵ the equivalent of 4.5 rooms of designed administrative office/space, and 3 quarter size rooms which can be utilized as administrative offices/spaces.⁶ M060 building also contains 2 gymnasiums, an auditorium, lunchroom, 2 libraries (each school maintains their own library space) and a large courtyard play area. There is a large Parks Department playground adjacent to the building.

The School Based Support Team (SBST) occupies 1 full size classroom currently in the M060 building. The Beacon University Settlement, in the M060 building currently operates out of 1 half size classroom/space. Beacon University Settlement is a Community Based Organization (CBO) that operates out of the M060 building and serves the local surrounding community. The Custodian, and Ross Global nurse’s offices currently operate out of 1 half size classroom/space each. Lastly, the nurse for East Side Community operates out of 1 quarter size room, in the M060 building. Excluding all of these, the M060 building has a total of 50 full size classrooms (including 1 science lab/demo rooms), 12 half-size classrooms/spaces, 3.5 designed administrative office/space, and 2 quarter size administrative offices/spaces remaining that can be allocated to schools.

2010-2011

In 2010-2011, East Side Community enrolls 599 students in sixth through twelfth grade (including students with disabilities). These students are served in 30 classes/sections (including students with disabilities).⁷

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

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 rooms are smaller than 240 square feet and can be utilized as administrative/office space or as resource rooms.

⁷ 2010 Audited Register

The table below summarizes East Side Community's baseline Footprint allocation, which is based on the methodology described at the beginning of this document, and the amount of space that East Side Community is currently using.

2010-2011: East Side Community	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces				
			Designed Admin (FSE) ⁸	Full-size Space	Half-size Space	Quarter-Size Space	Total Admin (FSE)
Baseline Footprint Allocation	28	3	2.5	1	0	2	4.0
Current Space Allocation	28	8	2.5	1	0	2	4.0

In 2010-2011, Ross Global enrolls 396 students (including students with disabilities) in kindergarten through eighth grade.⁹ These students are served in 18 classes/sections (including students with disabilities).

The table below summarizes Ross Global's baseline Footprint allocation, which is based on the methodology described at the beginning of this document, and the amount of space that Ross Global is currently using.

2010-2011: Ross Global	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces				
			Designed Admin (FSE) ¹⁰	Full-size Space	Half-size Space	Quarter-Size Space	Total Admin (FSE)
Baseline Footprint Allocation	21	2	3.0	0	0	0	3.0
Current Space Allocation	21	2	1.0	0	2	0	3.0

As demonstrated in the tables above, East Side Community and Ross Global are currently utilizing space close to their baseline footprint allocations. There is minimal space available within M060 as shown in the table below:

2010-2011: Building M060	Full Size Class-rooms	Half Size Class-rooms	Quarter-Size Class-rooms
Space In Excess of Adjusted Baseline Allocation	0	5	0

Ross Global is expected to close at the end of the 2010-2011 school year. Accordingly, the room allocations below operate on the assumption that Ross Global will not use space in the building after that time.

2011-2012

In 2011-2012, the DOE projects that East Side Community will continue to serve between 575-625 students and would continue to maintain its current space allocation as Girls Prep moves in and continues to expand.¹¹ The table below shows again East Side Community's baseline allocation which it will maintain moving forward:

⁸ FSE refers to full size equivalent rooms that may be used for administrative purposes.

⁹ 2010 Audited Register

¹⁰ FSE refers to full size equivalent rooms that may be used for administrative purposes.

¹¹ Enrollment projections will not be finalized before April. Significant changes in enrollment could result in an amendment to this plan.

2011-2012: East Side Community	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces				
			Designed Admin (FSE)	Full-size Space	Half-size Space	Quarter-Size Space	Total Admin (FSE)
Baseline Allocation	28	3	2.5	1	0	2	4.0

Girls Prep would relocate its existing middle school grades, five and six to M060; in addition, Girls Prep would continue to expand to serve seventh grade in 2011-2012 and eighth grade in 2012-2013. In 2011-2012, the DOE projects that Girls Prep will serve between 190-210 students in 9 classes in grades five through seven (including students with disabilities) in the M060 building.

The table below summarizes Girls Prep's baseline Footprint:

2011-2012: Girls Prep	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces				
			Designed Admin (FSE)	Full-size Space	Half-size Space	Quarter-Size Space	Total Admin (FSE)
Baseline Footprint Allocation	9	1	1.0	0	2	0	2.0

After East Side Community and Girls Prep have received their respective baseline allocation of rooms, the following number of rooms will remain unallocated:

2011-2012: Building M060	Full Size Class-rooms	Half Size Class-rooms	Quarter-Size Class-rooms
Space In Excess of Baseline Allocations	12	6	0

The excess space will be allocated between East Side Community and Girls Prep based upon the following factors: the relative enrollment of the co-located schools and the physical location of the available space in relation to the location of each school within the building.¹² In addition, to minimize the number of rooms changing hands year to year, the DOE is suggesting that Girls Prep receive 6 of the remaining 12 full size classrooms after receiving its baseline allocation in anticipation of its growth in the following year (2012-2013). The full 2011-2012 room allocation plan is summarized below:

2011-2012	Full Size Rooms	Half Size Rooms	Administrative Spaces					Additional Full-size Rooms	Additional Half-size Rooms	Additional Quarter-Size Rooms ¹³
			Designed Admin (FSE)	Full-size Spaces	Half-size Spaces	Quarter-Size Spaces	Total Admin (FSE)			
East Side Community	28	3	2.5	1	0	2	4.0	6	5	0
Girls Prep	9	1	1.0	0	2	0	2.0	6	1	0

¹² This number is subject to change pending final enrollment projections.

¹³ For the M060 building, Administrative Offices/spaces assigned per the Footprint to each school may include the Designed General Office, full size classrooms, half size classrooms and quarter size classrooms, as well. Any additional administrative offices/spaces provided above the baseline Footprint allocation will ONLY include quarter size equivalent spaces/offices (less than 240 square feet).

2012-2013

In 2012-2013, the DOE projects that East Side Community will continue to serve between 575-625 students and would continue to maintain its current baseline allocation.¹⁴

2012-2013: East Side Community	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces				
			Designed Admin (FSE)	Full-size Space	Half-size Space	Quarter-Size Space	Total Admin (FSE)
Baseline Allocation	28	3	2.5	1	0	2	4.0

In 2012-2013, the DOE projects that Girls Prep will serve between 265-285 students in 11 classes in grades five through eight. The table below summarizes Girls Prep's baseline Footprint:

2012-2013: Girls Prep	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces				
			Designed Admin (FSE)	Full-size Space	Half-size Space	Quarter-Size Space	Total Admin (FSE)
Baseline Footprint Allocation	12	1	1.0	1	2	0	3.0

After East Side Community and Girls Prep have received their respective baseline allocation of rooms, the following number of rooms will remain unallocated:

2012-2013: Building M060	Full Size Class-rooms	Half Size Class-rooms	Quarter-Size Class-rooms
Space In Excess of Baseline Allocations	8	6	0

The excess space will be allocated between East Side Community and Girls Prep based upon the following factors: the relative enrollment of the co-located schools and the physical location of the available space in relation to the location of each school within the building.¹⁵ The full 2012-2013 room allocation plan is summarized below:

2012-2013	Full Size Rooms	Half Size Rooms	Administrative Spaces					Additional Full-size Rooms	Additional Half-size Rooms	Additional Quarter-Size Rooms ¹⁶
			Designed Admin (FSE)	Full-size Spaces	Half-size Spaces	Quarter-Size Spaces	Total Admin (FSE)			
East Side Community	28	3	2.5	1	0	2	4.0	4	5	0
Girls Prep	12	1	1.0	1	2	0	3.0	4	1	0

¹⁴ Enrollment projections will not be finalized before April. Significant changes in enrollment could result in an amendment to this plan.

¹⁵ This number is subject to change pending final enrollment projections.

¹⁶ For the M060 building, Administrative Offices/spaces assigned per the Footprint to each school may include the Designed General Office, full size classrooms, half size classrooms and quarter size classrooms, as well. Any additional administrative offices/spaces provided above the baseline Footprint allocation will ONLY include quarter size equivalent spaces/offices (less than 240 square feet).

2013-2014

In 2013-2014, the DOE projects that East Side Community will continue to serve between 575-625 students and would continue to maintain its current space allocation.¹⁷ The table below shows East Side Community's baseline allocation:

2013-2014: East Side Community	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces				
			Designed Admin (FSE)	Full-size Space	Half-size Space	Quarter-Size Space	Total Admin (FSE)
Baseline Allocation	28	3	2.5	1	0	2	4.0

In 2013-2014, the DOE projects that Girls Prep will serve between 290-310 students in 12 classes in grades five through eight. The table below summarizes Girls Prep's baseline allocation:

2013-2014: Girls Prep	Full Size Class-rooms	Half Size Class-rooms	Administrative Spaces				
			Designed Admin (FSE)	Full-size Space	Half-size Space	Quarter-Size Space	Total Admin (FSE)
Baseline Allocation	13	1	1.0	1	2	0	3.0

After East Side Community and Girls Prep have received their respective baseline allocation of rooms, the following number of rooms will remain unallocated:

2012-2013: Building M060	Full Size Class-rooms	Half Size Class-rooms	Quarter-Size Class-rooms
Space In Excess of Baseline Allocations	7	6	0

The excess space will be allocated between East Side Community and Girls Prep based upon the following factors: the relative enrollment of the co-located schools and the physical location of the available space in relation to the location of each school within the building.¹⁸ The full 2013-2014 room allocation plan is summarized below:

2013-2014	Full Size Rooms	Half Size Rooms	Administrative Spaces					Additional Full-size Rooms	Additional Half-size Rooms	Additional Quarter-Size Rooms ¹⁹
			Designed Admin (FSE)	Full-size Spaces	Half-size Spaces	Quarter-Size Spaces	Total Admin (FSE)			
East Side Community	28	3	2.5	1	0	2	4.0	4	5	0
Girls Prep	13	1	1.0	1	2	0	3.0	3	1	0

Unless later amended, this will serve as the permanent allocation of space in future years. Amendments may be made based on changes in enrollment.

¹⁷ Enrollment projections will not be finalized before April. Significant changes in enrollment could result in an amendment to this plan.

¹⁸ This number is subject to change pending final enrollment projections.

¹⁹ For the M060 building, Administrative Offices/spaces assigned per the Footprint to each school may include the Designed General Office, full size classrooms, half size classrooms and quarter size classrooms, as well. Any additional administrative offices/spaces provided above the baseline Footprint allocation will ONLY include quarter size equivalent spaces/offices (less than 240 square feet).

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 M060. The final shared space schedule will be collaboratively drafted by the Building Council after the proposed co-location has been approved by the Panel for Education Policy.

JUSTIFICATION OF FEASIBILITY AND EQUITABILITY OF PROPOSED SHARED SPACE PLAN

This proposed plan illustrates how the population size of each co-located school will be used to determine a proportional allotment of time in each shared space. Building Councils are free to deviate from the proportional allotment of time to accommodate the 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. If such accommodation results in an alteration to the proportional distribution of space, the Building Council shall explain the basis for such alteration. (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 which follows).

In 2011-2012, the DOE projects East Side Community to serve 575-625 students, and for Girls Prep to serve 190-210 students. As Girls Prep’s enrollment increases each year, this shared plan would be revised accordingly.

Space	Monday	Tuesday	Wednesday	Thursday	Friday
Cafeteria (Capacity: 300)	<p><u>BREAKFAST:</u> Girls Prep 7:15-8:00am</p> <p>East Side Community 7:45-9:00am</p> <p><u>LUNCH:</u> Girls Prep 11:30am-12:30pm</p> <p>East Side Community 10:41-11:35am 1235-1:29pm</p>	<p><u>BREAKFAST:</u> Girls Prep 7:15-8:00am</p> <p>East Side Community 7:45-9:00am</p> <p><u>LUNCH:</u> Girls Prep 11:30am-12:30pm</p> <p>East Side Community 10:49-11:14am 1249-1:43pm</p>	<p><u>BREAKFAST:</u> Girls Prep 7:15-8:00am</p> <p>East Side Community 7:45-9:00am</p> <p><u>LUNCH:</u> Girls Prep 11:30am-12:30pm</p> <p>East Side Community 10:41-11:35am 1235-1:29pm</p>	<p><u>BREAKFAST:</u> Girls Prep 7:15-8:00am</p> <p>East Side Community 7:45-9:00am</p> <p><u>LUNCH:</u> Girls Prep 11:30am-12:30pm</p> <p>East Side Community 10:49-11:14am 1249-1:43pm</p>	<p><u>BREAKFAST:</u> Girls Prep 7:15-8:00am</p> <p>East Side Community 7:45-9:00am</p> <p><u>LUNCH:</u> Girls Prep 11:30am-12:30pm</p> <p>East Side Community 12:51-1:20pm</p>
Library	Each school will maintain their own library space in the M060 building.	Each school will maintain their own library space in the M060 building.	Each school will maintain their own library space in the M060 building.	Each school will maintain their own library space in the M060 building.	Each school will maintain their own library space in the M060 building.
Gymnasium 1 (Capacity: 250)	<p>Girls Prep 8:00am-12:30pm</p> <p>East Side Community 12:35-3:30pm</p>	<p>Girls Prep 8:00am-12:30pm</p> <p>East Side Community 12:35-3:30pm</p>			
Gymnasium 2 (Capacity: 250)	<p>East Side Community 8:00am-12:30pm</p> <p>Girls Prep 12:35-3:30pm</p>	<p>East Side Community 8:00am-12:30pm</p> <p>Girls Prep 12:35-3:30pm</p>			

Auditorium (Capacity: 700)	Girls Prep 7:30-9:00am 11:30am-12:30pm East Side Community 8:47-10:38am 12:35-1:29pm 1:32-2:26pm 2:29-3:23pm	Girls Prep 7:30-9:00am 11:30am-12:30pm East Side Community 8:47-9:34am 12:49-1:43pm 1:46-2:33pm	Girls Prep 7:30-9:00am 11:30am-12:30pm East Side Community 8:47-10:38am 12:35-1:29pm 1:32-2:26pm 2:29-3:23pm	Girls Prep 7:30-9:00am 11:30am-12:30pm East Side Community 8:47-9:34am 12:49-1:43pm 1:46-2:33pm	Girls Prep 7:30-9:00am 11:30am-12:30pm East Side Community 11:59am-12:44pm
Other: PlayGround	Girls Prep 9:00-11:00am 2:00-4:30pm East Side Community 10:41-11:10am 12:35-1:29pm	Girls Prep 9:00-11:00am 2:00-4:30pm East Side Community 10:27-10:49am 12:49-1:43pm	Girls Prep 9:00-11:00am 2:00-4:30pm East Side Community 10:41-11:10am 12:35-1:29pm	Girls Prep 9:00-11:00am 2:00-4:30pm East Side Community 10:27-10:49am 12:49-1:43pm	Girls Prep 9:00-11:00am 2:00-4:30pm

Building Safety and Security

Pursuant to Chancellor’s Regulation A-414 every school/campus must have a School Safety Committee. The committee plays an essential role in the establishment of safety procedures, the communication of expectations and responsibilities of students and staff, and the design of prevention and intervention strategies and programs specific to the needs of the school. The committee is comprised of various members of the school community, including Principal(s); designee of all other programs operating within the building; 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, the leader/designee of Girls Prep Middle School will be part of the M060 School Safety Committee. As a member of the School Safety Committee, the leader/designee of Girls Prep Middle School will participate in the development of the building’s Safety Plan and ensure that any security related issues or needs which may arise with respect to the co-location of Girls Prep Middle School will be addressed on an ongoing basis. Moreover, the Safety Plan for the M060 school building will be modified as appropriate to meet any changing security needs associated with the co-location. Girls Prep Middle School will enter information in the M060 Building’s overall 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 campus’ schools, and which is activated when emergencies or large building-wide events occur. The members of this team must be identified and listed in the School Safety Plan.

The completed Safety Plan for the M060 school building will be submitted to the Borough Safety Directors of the Office of School and Youth Development for approval. If changes or modifications are necessary, the School Safety Committee will be advised. Once the School’s Safety Plan is approved, it will be submitted to the NYPD for final approval and certification by the NYPD.

Proposed Communications Strategy

As per the Campus Policy Memo 2010,²⁰ co-located schools on campuses must actively participate in a Building Council, which is a campus structure for administrative decision-making for issues impacting all schools in the building. Only principals and charter leaders serve on the Building Council. The Building Council 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 Building Council principals and charter school leaders, where applicable, communicate their decisions campus-wide to staff, students and parents, especially for issues of safety, shared space, campus schedules, split staff agreements and extended facility use.

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

The Shared Space Committee 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 Shared Space Committee 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. Shared Space Committee agendas and minutes shall be shared with the Building Council. Shared Space Committee members may be asked to communicate with their constituencies about the Building Utilization Plan and its campus implementation.

Proposed Collaborative Decision Making Strategy

Building Council members are equal partners in shaping the educational environment; they share responsibility and accountability for building administration, communication and culture. They must respect each other's unique culture and simultaneously make and communicate shared decisions that are good for all students and schools on the campus. They make decisions by consensus and they work to ensure collaboration on all campus implementation issues. To the extent that the Building Council cannot reach a resolution on an issue, they shall avail themselves of the dispute resolution procedures set forth in the Campus Policy Memo 2010.

²⁰ Campus Policy Memo 2010 is available at <http://schools.nyc.gov/community/campusgov>.