EDUCATIONAL IMPACT STATEMENT: The Proposed Grade Truncation of P.S. 117 J. Keld/ Briarwood School (28Q117) to a K-5 School in 2012-2013

I. Summary of Proposal

P.S. 117 J. Keld/Briarwood School (28Q117, "P.S. 117") is an existing zoned elementary school located in building Q117 at 85-15 143rd Street Queens, NY 11435, in Community School District 28. It currently serves students in kindergarten through sixth grade and offers a full-day pre-kindergarten program. P.S. 117 is currently the only school located in building Q117.

This is a proposal to implement a "grade truncation," meaning that the school would no longer enroll sixth grade students after the current 2011-2012 school year. If this proposal is approved, all fifth and sixth grade students at P.S. 117 who meet promotional standards at the close of the 2011-2012 school year would attend middle school. During the 2011-2012 school year, P.S. 117 fifth and sixth students would participate in the Middle School Choice Process, as described in Section III below. In September 2012, P.S. 117 fifth and sixth grade students who are promoted from P.S. 117 would enter middle school as sixth and seventh graders, respectively. Beginning in September 2012, P.S. 117 would only serve students in kindergarten through fifth grade and would continue to offer a pre-kindergarten program (subject to funding and demand).

Prior to June 2010, students in District 28 could attend their zoned middle school, or they could apply to middle schools that managed their own admissions processes on a school-by-school basis. In June 2010, the District 28 Community Education Council voted to adopt "Middle School Choice," which is discussed below in Section III. Students still have priority for admission to the zoned school in the zone in which they reside. Students are also eligible to attend a zoned school outside of the zone in which they reside, to the extent that space is available after students within the zone in which the school is located have been admitted. Students are also eligible to attend non-zoned schools.

Many P.S. 117 students are zoned to J.H.S. 217 Robert A. Van Wyck (28Q217, "J.H.S. 217") for middle school. Currently, fifth or sixth grade students who attend P.S. 117 and are zoned to J.H.S. 217 are given priority to J.H.S. 217. Similarly, students attending P.S. 117 who are zoned to other District 28 middle schools are given priority to their respective zoned middle school. This would continue to be true if this proposal is approved. P.S. 117 students may also apply to other middle schools within District 28 through the Middle School Choice process, or they may apply to borough-wide or citywide options that are available to D28 students through the choice process.

The New York City Department of Education ("DOE") strives to ensure that all students in New York City have access to high-quality schools at every stage of their education. The proposed grade truncation offers significant benefits to the students currently in fifth grade at P.S. 117.

Middle schools typically enroll students beginning in sixth grade, and P.S. 117 students already have the option to apply to middle school as fifth graders. However, as discussed in Section III below, P.S. 117 students who wait until sixth grade to apply to middle school are limited to those schools that still have available seventh grade seats. In particular, there are several un-zoned choice middle schools in District 28[1] that rarely have open seventh grade seats because seats become available only if sixth grade students leave the school. As a result, students who remain at P.S. 117 through sixth grade and wish to attend a choice

[1] A "choice school" is one that admits students living in a defined catchment area, which may be district-wide, borough-wide or citywide, depending on the nature of this school.

middle school have fewer options than their peers who start middle school a year earlier.
As discussed in Section III below, this proposed grade truncation would provide P.S. 117 students access to the same range of middle school options as their peers throughout District 28. In addition, it addresses problems that exist for middle school students and the middle school as a whole when students start middle school through multiple entry grades (sixth and seventh).

Further, as discussed in Section III below, the proposal addresses some disadvantages that students may be experiencing while they remain at P.S. 117 for sixth grade after their grade size has been reduced by the number of students who exercised the option to enter middle school in sixth grade. Also, as discussed in Section III below, by entering middle school in sixth grade rather than seventh grade, students at P.S. 117 will have more opportunities to take advantage of the enriching, high-school preparatory experiences offered at middle schools.

Finally, as discussed in Section II below, changing P.S. 117's grade span from K-6 to K-5 would reduce the school's enrollment by approximately 162 students, freeing up additional space that P.S. 117 could use to accommodate lower-grade students or to meet other needs (e.g., art room, resource center, etc).[2] P.S. 117 is also overcrowded, and truncating P.S. 117's sixth grade will reduce the building's utilization rate and alleviate enrollment pressures.

II. Proposed or Potential Use of Building

The building in which P.S. 117 is located, Q117, has the capacity to serve 965[3] students. In 2010-2011, it served 1,223[4] students in kindergarten through sixth grade and 36 students in pre-kindergarten, which yields a total estimated building utilization rate of 130 percent.[5] In 2011-2012, the current school year, P.S. 117 is projected to serve a total of 1,264 students, yielding a building utilization rate of 131%. If this proposal is approved and sixth grade students are no longer served at P.S. 117, in 2012-2013, P.S. 117 would serve approximately 1,098-1,173 students in grades K-5 and pre-kindergarten, which would yield an estimated building utilization rate of 114-122 percent.[6] (The concept of "utilization rate" is discussed below.) Changing P.S. 117's grade span from K-6 to K-5 would reduce the school's enrollment by approximately 162 students, freeing up additional space that P.S. 117 could use to accommodate additional lower-grade students or to meet other needs (e.g., art room, resource center, etc.).[7] P.S. 117 is also overcrowded. Truncating P.S. 117's sixth grade will reduce the building's utilization rate and alleviate enrollment pressures.

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[2] The number of sixth grade seats eliminated as a result of the P.S. 117 truncation is based on the 2011-2012 Budget Register Projections.

[3] The official target capacity and utilization rates for the 2011-2012 school year and beyond are not yet available. All references to building utilization rates in this document are based on target capacity data from the 2010-2011 Enrollment Capacity Utilization Report (the "Blue Book"). As discussed below, utilization rates referenced herein only include the projected number of students who may actually attend the school and do not include Long Term Absences ("LTAs").

[4] Based on the 2011-2012 Budget Register Projections.

[5] The utilization rate reported here may differ from that published in the 2010-2011 Blue Book because the Blue Book enrollment includes LTAs, students who have been absent continuously for 30 days or more as of October 31, 2010. The building capacity figures quoted here are consistent with the Blue Book. However, the building enrollment figures referenced throughout this EIS and used in the calculation of utilization rates only include the projected number of students who are actually projected to attend the school in 2011-2012 and do not include LTAs. This methodology is consistent with the manner in which the DOE conducts planning and calculates space allocations and funding for all schools.

[6] Based on the 2011-2012 Budget Register Projections.

[7] The number of sixth grade seats eliminated as a result of the P.S. 117 truncation is based on the 2011-2012 Budget Register Projections.

Target Capacity and Projected Utilization	
Total Target Capacity (2010-11) [8]	**965**
Main Building	965
Projected Enrollment (2011-12)	**1264**
Projected Utilization % [9]	**131%**

As described in more detail in the Enrollment, Capacity, Utilization Report ("the Blue Book"), which is available at http://www.nycsca.org/Community/CapitalPlanManagementReportsData/Enrollment/2010-2011-BlueBook.pdf, a building's target utilization rate is calculated by dividing the aggregated enrollment of all the school organizations in the building by the aggregated "target capacities" of those organizations. Each school organization's "target capacity" is calculated based upon the scheduled use of individual rooms as reported by principals during an annual facilities survey, the DOE's standards for maximum classroom capacities (which are lower than the UFT contractual class sizes and differ depending on grade level), and the efficiency with which classrooms are programmed (i.e., the frequency with which classes are scheduled in a given classroom). The most recent year for which target capacity has been calculated for buildings is 2010-2011. As described earlier in this educational impact statement ("EIS"), the DOE's projected utilization rates for the 2011-2012 school year and beyond are based on the 2010-2011 target capacity, which assumes that the components underlying that target capacity (scheduled use of classrooms, maximum classroom capacity, etc.) remain constant. Thus, projected utilization rates for the 2011-2012 school year and beyond provide only an approximation of a building's usage because each of the factors underlying target capacity may be adjusted by principals from year to year to better accommodate students' needs. For example, changing the use of a room from an administrative room to a homeroom at the high school level will increase a building's overall target capacity because administrative rooms in high schools are not assigned a capacity. Holding enrollment constant, this change would result in a lower utilization rate. Similarly, if a room previously used as a kindergarten classroom is subsequently used as fifth grade classroom, the building's target capacity would increase because it is expected that a fifth grade class will have more students than a kindergarten class. This is reflected in the fact that the DOE's standard for maximum classroom capacity is higher for fifth grade classrooms than for kindergarten classrooms. In this example as well, assuming enrollment is constant, the utilization rate would decrease.

At this time, the DOE has no proposed additional uses for the building after the grade truncation takes place. If this proposal is approved, the additional space made available by truncating the school's sixth grade could be used to provide additional classroom seats to kindergarten through fifth grade students or to meet other needs (e.g., art room, resource center, new or expanded programs for P.S. 117 students, etc.).[10] Any future proposals for use of the space that involve a significant change in school utilization would begin with community engagement to discuss the community's needs and would be addressed in a separate proposal and Educational Impact Statement.

[8] The capacity is based on the 2010-2011 Blue Book.

[9] The utilization rate reported here may differ from that published in the 2010-2011 Blue Book because the Blue Book enrollment includes LTAs, students who have been absent continuously for 30 days or more as of October 31, 2010. The building capacity figures quoted here are consistent with the Blue Book. However, the building enrollment figures referenced throughout this EIS and used in the calculation of utilization rates only include the projected number of students who are actually projected to attend the school in 2011-2012 and do not include LTAs. This methodology is consistent with the manner in which the DOE conducts planning and calculates space allocations and funding for all schools.

[10] The number of sixth grade seats eliminated as a result of the P.S. 117 truncation is consistent with budget register projections for 2011-2012.

II. Impact of the Proposal on Affected Students, Schools, and Community

A. Students

In the 2010-2011 school year, some P.S. 117 students opted to remain at the school through sixth grade, while others chose to attend sixth grade at a District 28 middle school. This leaves a smaller number of students at the sixth-grade level with limited resources to provide the types of extracurricular activities and enrichment opportunities for sixth grade students at P.S. 117 as compared to those that are available to sixth grade students (and other students) in a full-size middle school.

As noted above, in June 2010, the Community Education Council of District 28 ("CEC 28") voted to adopt a "Middle School Choice" enrollment process for the entire district. Under Middle School Choice, students may use a single application to rank and apply to middle schools to which they are eligible based on their district of residence or district of public elementary school attendance. Students indicate their preferences on their application from among District 28 middle schools, and other choice schools throughout the city. Students may apply to the following types of middle schools using the Middle School Choice application:

- A zoned middle school in the zone where the student resides;
- Zoned middle schools in District 28 outside the zone in which the student resides;
- Un-zoned middle schools with unscreened[11] or limited-unscreened[12] application processes; and
- Un-zoned middle schools with a screened application process.[13]

All District 28 students entering middle schools in the 2011-2012 school year and beyond do so via the Middle School Choice process. Beginning with the fall of 2010, every fifth grade student is issued a personalized middle school application and should apply to the middle schools they would most like to attend. In the fall of 2010, sixth grade students were also issued a personalized middle school application and should have applied to the middle schools using the application. Beginning in the fall of 2011, only District 28 fifth grade students use the Middle School Choice application to apply to middle schools.

Through the Middle School Choice process, students receive priority admission into their zoned middle school when they rank that school on their District 28 Middle School Choice application. If students do not rank their zoned school at all, they lose their zoned-student priority status. After a zoned school admits all zoned students matched during the middle school choice process, the school's remaining spaces are opened to out-of-zone District 28 students who indicated a preference for that school. Students are also eligible to attend a zoned school outside of the zone in which they reside, to the extent that space is available after students within the zone in which the school is located have been admitted.

Many P.S. 117 students are zoned to J.H.S. 217 Robert A. Van Wyck (28Q217, "J.H.S. 217") for middle school. . Currently, P.S. 117 fifth or sixth grade students who are zoned to J.H.S. 217 are given priority to J.H.S. 217. Similarly, P.S.117 students who are zoned to other District 28 middle schools are given priority to their respective zoned middle school. This will continue to be true if this proposal is approved. A table showing the additional middle school options within District 28 available to P.S. 117 students appears below. P.S. 117 students may also apply to these other middle schools within District 28 through the Middle School Choice process, and they may also apply to district-wide, borough-wide and citywide choice schools. The list of these schools can be found in the Middle School Directory distributed to schools or

[11] Unscreened schools admit all students who are eligible to apply to the school.
[12] Limited-unscreened schools admit students on the same basis as unscreened schools with the exception that they give preference to students who have attended a school information session.
[13] Screened schools admit students based on specific criteria they designate for admission.

online at: http://schools.nyc.gov/ChoicesEnrollment/Middle/Publications/Queens/default.

Middle schools typically enroll students beginning in sixth grade, and P.S. 117 students already have the option to apply to middle school as fifth graders. However, the P.S. 117 students who wait until sixth grade to apply to middle school are limited to those schools that still have available seventh grade seats. As a result, students who remain at P.S. 117 through sixth grade and wish to attend a choice middle school have fewer options than their peers who start middle school a year earlier.

Very few, if any, spaces would be available to P.S. 117 students wishing to enter 7th grade in an out-of-zone school. Such seats will only be available if spaces open up due to students leaving the school. P.S. 117 students would also have difficulty entering un-zoned choice middle schools[14] in District 28 as 7th graders. These schools admit students through an academic screen, and generally only accept students as entering sixth grade students. Again, it is only in rare cases when a space opens due to a student leaving the school that choice middle schools admit new students into seventh grade or higher.

In the 2010-2011 school year, approximately 6 percent of the fifth grade class left P.S. 117 after fifth grade.[15] If this proposal is approved, it is expected that many more P.S. 117 families with students in fifth grade would participate in the Middle School Choice process in the 2011-2012 school year. If this proposal is approved and fifth grade students have not participated in the Middle School Choice process, they would be guaranteed a seat in a middle school in District 28 through the "over the counter" process described below. This seat may or may not be in the student's zoned middle school.

Over the counter ("OTC") placement is a term that refers to the method of enrolling students who need a school assignment because they were not part of any admissions process for entry grades and/or were not enrolled in a New York City school at the time school started. These students fall into one of four categories:

- Are new to the New York City school system;
- Have left the New York City school system and have returned;
- Are seeking a transfer (based on the guidelines outlined in Chancellor's Regulation A-101) or
- Did not participate in the elementary or middle school admissions process for some other reason.

When a student eligible for middle school needs an OTC placement, his or her school assignment is determined according to his or her interests, home address, the availability of a seat and, where applicable, transfer guidelines. Students are eligible to attend middle school in the district in which he or she attended elementary school attendance or the district in which he or she is zoned for middle school. In un-zoned districts, the student visits a Borough Enrollment Office where he or she meets with a counselor who reviews options that will meet the student's needs. However, in many districts, OTC students may simply report to their zoned middle school at the start of the year.

If this proposal is approved, beginning in the 2012-2013 school year, P.S. 117 would serve students only in kindergarten through fifth grade and would also continue to offer a full day pre-kindergarten program (subject to funding and demand). All current P.S. 117 fifth grade students would apply to middle school and those who meet promotional requirements would graduate from P.S. 117 and start middle school in 2012-2013 as sixth grade students. That would mean they would be applying at the first entry point for middle school seats, which would provide P.S. 117 students with a level of access to choice options equal to that of fifth grade students across the district.

All P.S. 117 sixth grade students in sixth grade this year would apply to middle school (as they have in the

[14] A "choice school" is one that admits students living in a defined catchment area, which may be district-wide, borough-wide or citywide, depending on the nature of the school.
[15] Based on the 2010-11 audited register.

past), and those who meet promotional requirements would graduate from P.S. 117 and enroll in seventh grade at the middle school to which they were matched for the 2012-2013 school year. If a P.S. 117 fifth grade student does not meet the promotional standards at the conclusion of the 2011-2012 school year, the student would remain at P.S. 117 to repeat the fifth grade. If a P.S. 117 sixth grade student does not meet the promotional standards at the conclusion of the 2011-2012 school year and is required to repeat the grade in the 2012-2013 school year, the DOE would seek to place that student in sixth grade at the same middle school to which he or she had been matched through the Middle School Choice process. If such placement is not feasible, the DOE would find an alternative District 28 placement for that student.

This proposal should be particularly beneficial to current and future fifth grade students at P.S. 117. The proposal addresses some disadvantages that students may be experiencing while they remain at P.S. 117 for sixth grade after their grade size has been reduced by the number of students who exercised the option to enter middle school in sixth grade. Elementary schools have fewer resources to provide the types of extracurricular activities and enrichment opportunities for sixth grade students that are available to sixth grade students (and other students) in a full size middle school. Middle schools typically have varied and rich instructional offerings, especially in the sciences and languages, as well as extra-curricular activities. Middle schools' space and facilities are also better aligned than those of elementary schools to support these programs. By entering middle school in sixth grade rather than seventh grade, students at P.S. 117 would have more opportunities to take advantage of these enriching, high-school preparatory experiences.

P.S. 117 students who start middle school in seventh grade may also face transitional challenges related to entering middle school a year later than most of their classmates. Moreover, unless they attend a 6-12 school, students who enter middle school in seventh grade will remain in their new middle school for only two years before moving on to high school, leaving them with very little time to adjust to a new school environment and new academic expectations before facing another transition and adjustment. Multiple transitions in such close succession can have the effect of depersonalizing the school experience when adolescents tend to need more personal and supportive environments. Having students enter at multiple grade levels is also challenging for teachers and administrators from an instructional perspective. All 155 sixth grade students at P.S. 117 will participate in the Middle School Choice process during the 2011-2012 school year.[16]

The available District 28 choice middle schools open to P.S. 117 students, along with their peers throughout the district, include:

DBN	School Name	Address	Grade Span 2011-12	Grade Span at Scale	Admissions Method
ZONED Option (for many of the P.S. 117 students)					
28Q217	Robert A. Van Wyck (J.H.S. 217)	85-05 144 Street, Queens, NY 11435	06-08	06-08	Zoned/Federal Magnet
OTHER ZONED Options					
28Q008	M.S. 8	108-35 167 Street, Queens, NY 11433	06-08	06-08	Zoned
28Q072	Catherine & Count Basie (J.H.S. 72)	133-25 Guy R Brewer Boulevard, Queens, NY 11434	06-08	06-08	Zoned
28Q157	Stephen A. Halsey (J.H.S. 157)	63-55 102Nd Street, Queens, NY 11374	06-09	06-09	Zoned

[16] Based on the 2010-2011 Audited Register.

28Q190	Russell Sage (J.H.S. 190)	68-17 Austin Street, Queens, NY 11375	06-08	06-08	Zoned
CHOICE Options					
28Q167	Metropolitan Expeditionary Learning	91-30 METROPOLITAN AVENUE, Queens, NY 11375	06-08	06-12	District
28Q310	Queens Collegiate	167-01 GOTHIC DRIVE, Queens, NY 11432	06-07,09-12	06-12	District
28Q896	The Young Women's Leadership School	109-20 Union Hall Street, Queens, NY 11433	06-12	06-12	Borough-wide
28Q284	York Early College Academy	133-25 Guy R Brewer Boulevard, Queens, NY 11434	06-11	06-12	District
28Q680	Queens Gateway to Health Sciences Secondary School	160-20 Goethals Avenue, Queens, NY 11432	06-12	06-12	Districts 28. 29

As in the past, District 28 students may also apply to district-wide, borough-wide and citywide middle schools. The list of these schools can be found in the Middle School Directory distributed to schools or online at: http://schools.nyc.gov/ChoicesEnrollment/Middle/Publications/Queens/default.

If this proposal is accepted, P.S. 117 will continue to serve elementary students in kindergarten through fifth grade in its zone. A student's zoned school is determined by his or her home address. Families seeking to enroll their children in P.S. 117 for kindergarten can visit the following website to learn more about eligibility and the DOE's sibling priority policy: http://schools.nyc.gov/ChoicesEnrollment/Elementary.

Students with Disabilities and English Language Learners

P.S. 117 would continue to meet the needs of students with disabilities and English Language Learners ("ELL"). Current students with Individualized Educational Programs ("IEPs") or those requiring ELL services would continue to receive appropriate services at P.S. 117.

P.S. 117 students with IEPs would participate in the middle school admissions processes in the same manner as their non-disabled peers. Middle schools will be supported by the DOE in reviewing the students' IEPs to focus on addressing the needs of students with disabilities by providing individualized special education services models that ensure students have access to the general education curriculum to the greatest extent possible. It is expected that the middle school to which a student is matched would provide individualized special education services to meet the student's needs.

In accordance with DOE policy, ELL students participate in the middle school admissions processes in the same manner as their peers who are not ELL students. Information regarding the type(s) of ELL programs historically offered by the middle schools that are available to impacted students can be found in the Middle School Directory for District 28 (http://schools.nyc.gov/ChoicesEnrollment/Middle/Publications).

The student support staff at P.S. 117, in consultation with the Office of Student Enrollment ("OSE") and the Office of English Language Learners, will assist students with identifying services for English Language Learners offered at middle school(s) as they select programs that will meet their specific needs.

P.S. 117's Pre-Kindergarten Programs

P.S. 117 currently offers two sections of a pre-kindergarten program. The DOE does not anticipate that the proposed truncation of P.S. 117would affect impact its pre-kindergarten program. (subject to funding and demand).

B. Schools

P.S. 117 is the only school located in building Q117. Therefore, P.S. 117 is the only organization impacted by this proposal in the building.

By truncating the sixth grade class, this proposal will reduce the number of students enrolled in building Q117 by approximately 162 students.[17] If the proposal is approved, there will continue to be sufficient space to serve P.S. 117 students pursuant to the Citywide Instructional Footprint (the "Footprint"). Please visit the New York City Department of Education website to access the Instructional Footprint, which guides space allocation and use in City schools: http://schools.nyc.gov/NR/rdonlyres/8CF30F41-DE25-4C30-92DE-731949919FC3/87633/NYCDOE_Instructional_Footprint_Final9210TNT.pdf/.

C. Community

This proposal addresses the following needs of the P.S. 117 community:

- Truncating the sixth-grade class at P.S. 117 will align the school's grade span with the majority of other schools in District 28.
- There are currently 25 schools serving elementary students in District 28 with 7 of those schools terminating in sixth grade. Two of those schools, P.S. 160 Walter Francis Bishop (28Q160, "P.S. 160") and P.S. 161 Arthur Ashe (28Q161, "P.S. 160"), have been truncated and will no longer serve students in sixth grade beginning in the 2012-2013 school year. Since November 2010, the Panel for Educational Policy ("PEP") has approved proposals for nine District 28 schools to truncate their sixth grades. Additionally, a proposal to truncate an additional District 28 School, P.S. 121 (28Q121, "P.S. 121"), is the subject of a separate Educational Impact Statement ("EIS"). P.S. 121's truncation would also be effective beginning in the 2012-2013 school year. The DOE is currently discussing the possibility of truncating with the P.S. 174 community, but no proposal has been developed for that school's truncation.[18] The following list summarizes the nine proposals to truncate elementary schools serving grades K-6 in District 28:
    - The proposal to truncate P.S. 144 Col Jeromus Remsen was approved by the PEP on November 16, 2010.
    - The proposals to truncate P.S. 139 Rego Park, P.S. 161 Arthur Ashe School, P.S. 50 Talfourd Lawn Elementary School, P.S. 55 Maure, and P.S. 140 Edward K Ellington were approved by the PEP on December 14, 2010.
    - The proposal to truncate P.S. 86 was approved by the PEP on January 19, 2011.
    - The proposal to truncate P.S. 40 Samuel Huntington was approved by the PEP on February 1, 2011.

[17] Based on the 2011-2012 Budget Register Projections.
[18] If the DOE moves forward with a proposal to truncate P.S. 174's sixth grade, this proposal would be the subject of a separate Educational Impact Statement.

- The proposal to truncate P.S. 160 Walter Francis Bishop was approved by the PEP on June 27, 2011

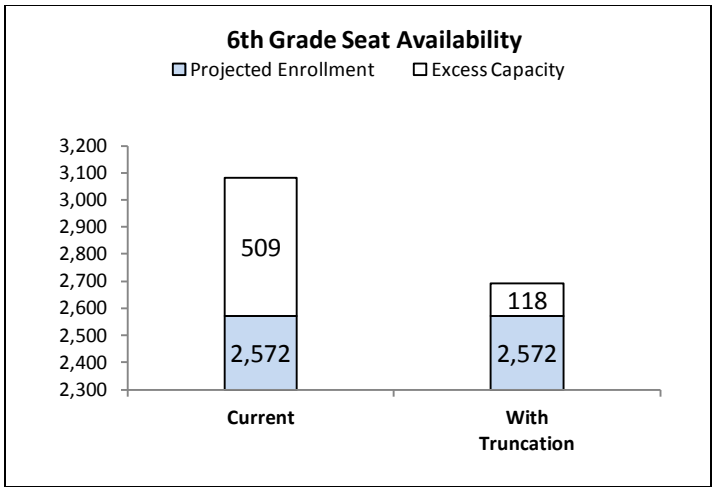
- Creating a single entry grade helps schools build and foster stronger school communities. Taken collectively, District 28's adoption of Middle School Choice and the proposed truncation would enable schools to better support students throughout District 28.

- The chart below outlines projected enrollment[19] and seat capacity[20] to show sixth grade seat availability in District 28, and illustrates the information described above indicating that the district will have sufficient sixth grade seat capacity.

- If this proposal is approved, District 28 will have sufficient middle school capacity to accommodate the sixth grade students who would have otherwise enrolled at P.S. 117 for sixth grade.

  - Approximately 2,572 sixth-grade students in District 28 are projected to need seats in the 2012-2013 school year.[21]
  - There are currently 3,081 sixth grade seats available across the district, yielding a projected excess capacity of 509 seats during the 2012-2013 school year.
  - If this proposal is approved along with the proposal to truncate P.S. 121, 391 seats would be eliminated, bringing capacity down to 2,690.[22] This means that District 28 middle schools would still be able to serve the 2,572 sixth grade students projected for the 2012-2013 school year, which includes the projected 162 students who would have been served by P.S. 117's sixth grade, as well as the sixth graders who would have been served at P.S. 121.
  - Even with the two potential truncations at P.S. 117 and P.S. 121, District 28 would have a projected excess capacity of 118 seats during the 2012-2013 school year.[23,24]

[19] Based on projected fifth grade enrollment for 2011-12.
[20] Figures exclude District 75 and Community Based Organizations. The sixth grade seat capacity was derived by multiplying the weighted projected sixth grade enrollment (%) by the 2010-11 Blue Book org capacity. Total sixth grade seat capacity with truncation excludes school closures . K-6 schools, with the exception of those proposed to truncate, are included in the sixth grade seat capacity figure.
[21] Based on the 2011-2012 Budget Register Projections.
[22] P.S. 160 and P.S. 161 truncations will go into effect for the 2012-2013 school year and are included in projections and capacity figures.
[23] Based on the 2011-2012 Budget Register Projections.
[24] If the DOE were to move forward with a proposal to truncate P.S. 174, the DOE would reassess the sixth grade capacity in the District.



This proposal is not expected to impact the ability of community members and organizations to obtain school building use permits at Q117.

III. Enrollment, Admissions and School Performance Information

The impacted school in this proposal is P.S. 117, the only school located in building Q117. P.S. 117 is the only school directly impacted by this proposal.

Admissions Data

Current Admissions	Pre-K: Standard Universal Pre-K Admissions K-6: Zoned
Admissions after Grade Reconfiguration in 2012-2013	Pre-K: Standard Universal Pre-K Admissions (subject to funding and demand) K-5: Zoned

Enrollment Data

	2012-2013 Projections (rounded to nearest multiple of 5)								
	PK[25]	Grade KG	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Total Enrollment
2010-11 (audited)	36	187	192	177	169	154	165	179	1259
2011-12 (proj.)	18	190	193	195	187	164	162	155	1264
2012-13 (proj.)	18	185 - 195	185 - 195	185 - 200	190 - 200	180 - 195	155 - 170	N/A	1098 - 1173

Demographic Data

Percentage of Students Receiving ICT or SC Services[26]	79%
Percentage of Students with Individual Education Plans[27]	10%
Percentage of English Language Learner Students[28]	12%
Percentage of Students Eligible for Free or Reduced Lunch[29]	82%

School Performance Data

P.S. 117 J. Keld / Briarwood School	2008-2009[30]	2009-2010[31]	2010-2011[32]
School Performance and Progress			
Overall Progress Report Grade	A	B	C
Progress Report Progress Grade	A	B	D
Progress Report Performance Grade	A	C	C

[25] PK or Pre-Kindergarten is a program that can be offered both half-day or full-day. The projection figures represent the full day equivalency.
[26] Students Receiving ICT and SC services as percentage of total students from the 2010 Audited Register.
[27] Students with Individual Education Plan as percentage of total students from the 2010 Audited Register.
[28] English Language Learner students as percentage of total students from the 2010 Audited Register.
[29] Percentage of Students Eligible for Free or Reduced Lunch from School Allocation Memorandum No. 8, FY12, July 5, 2011.

[30] Source: 2008-09 Progress Report.
[31] Source: 2009-10 Progress Report.
[32] Source: 2010-11 Progress Report.

Progress Report Environment Grade	B	B	C
Quality Review Score	N/A	WD	N/A
Performance Data			
English Language Arts % Proficient (Levels 3 and 4)	84%	56%	55%
Math % Proficient (Levels 3 and 4)	95%	66%	65%
Other Key Performance Indicators			
Attendance Rate	94.5%	93.9%	93.7%

2010-2011 State Accountability Status	In Good Standing

IV. Initial Costs and Savings

No initial costs or savings are expected due to the P.S. 117 grade truncation.

V. Effect on Personnel Needs, Costs of Instruction, Administration, Transportation and Other Support Services

A. Personnel Needs

Some current P.S. 117 staff positions may be excessed due to declining enrollment associated with the elimination of the sixth-grade classes at P.S. 117. It is difficult to precisely predict the number of affected positions.

Any excessing that might be necessary would be conducted in accordance with existing labor contracts. For example, the current United Federation of Teachers ("UFT") contract would require excessing to take place in reverse seniority order within each given teaching license area. Most teachers working in grades 1-6 hold a "Common Branch" license, regardless of their students' age.

Barring system-wide layoffs, excessed teachers would be eligible to apply for other City positions, and any teachers who did not find a permanent position would be placed in the Absent Teacher Reserve pool, meaning that they would continue to earn their salary while serving as substitute teachers in other City schools. Should there be a vacancy in the school in a teacher's license area within one year of the teacher being excessed, the teacher would have a right of return to the school consistent with applicable contract provisions and law regarding teachers' seniority.

When addressing the proposal's impact on personnel, it is important to recognize that the sixth-grade students who would otherwise have enrolled in P.S. 117 will now be enrolled in District 28 middle schools, or K-8 programs, and those schools might need to hire new teachers to serve their larger student population.

B. Cost of Instruction

Most funding in school budgets is allocated on a per-pupil basis. For each student no longer on the P.S. 117 roster after the truncation is completed, the school is expected to receive approximately $4,085.30 less annual base funding for elementary school students. These estimates are based on current Fair Student Funding ("FSF") per capita entitlement levels and are subject to variation. FSF covers basic instructional expenses and FSF funds may, at the school's discretion, be used to hire staff, purchase supplies and materials, or implement instructional programs.

As a result of the truncation, the total number of students enrolled at P.S. 117 is expected to decline, meaning that the school will need fewer teachers and fewer supplies to meet the needs of its smaller student population. If for some reason the overall school enrollment grows again, the overall budget will increase accordingly. In any case, funding will be provided in accordance with enrollment levels, allowing the school to meet the instructional needs of its student population. This is how funding is awarded to all schools throughout the City, with budgets naturally increasing or decreasing as enrollment fluctuates from year to year.

In addition, FSF awards supplemental entitlements on a per-pupil basis to students who have additional needs and therefore cost more to educate. For example, during the 2011-2012 school year, middle schools were entitled to receive an additional $1633.71 per pupil for each English Language Learner they enrolled. It is difficult to project the impact of this proposal on the total supplemental funding that P.S. 117 will receive because future students' achievement levels and needs cannot be predicted for each of the next three years, but the school will be awarded supplemental funding for higher-need students according to the same formula as all other schools citywide, ensuring that funds are in place to meet those students' needs.

As with all other schools citywide, P.S. 117 may receive additional "categorical" funding based on student characteristics and needs. For example, federal Title I funding is awarded to schools based on the proportion of low-income students they enroll. P.S. 117 is currently a Title I school. Assuming that the school continues to meet Title I criteria, the school's Title I funding award will adjust as the size of the school population changes.

While schools do receive supplemental support for students with disabilities through FSF, that only represents part of the funding provided to support those students. Schools are budgeted to meet the needs of their students with disabilities as defined by their Individual Education Plans ("IEPs"). After the truncation is completed, funding will continue to be provided to meet the needs of all students with disabilities in accordance with their IEPs.

Please note that increased or reduced per capita funds allocated to the school as a result of this proposal do not represent net/incremental system costs. All dollar amounts are based on FY11 entitlements and are subject to variation based on adjustments to the DOE's overall operating budget.

C. Administration

No change in school supervisory or administrator positions is expected as a result of the grade truncation at P.S. 117.

D. Transportation

Transportation will be provided according to Chancellor's regulation A-801:
http://schools.nyc.gov/NR/rdonlyres/21A1B11A-886B-4F74-9546-E875EE82A14C/40303/A801.pdf.
There will be no change to existing transportation practices at P.S. 117 due to this proposal.

E. Other Support Services

Other support services will continue to be provided consistent with citywide policy.

VII. Building Information

Building		Q117
Type of Building		Elementary
Year Built		1928
Overall BCAS rating		2.39
2010-2011 Target Building Utilization		130%
2010-2011 Target Building Capacity		965
FY 2011 Maintenance Costs	**Labor**	$32,506
	Materials	$12,295
	Maintenance and repair contracts	$28,365
	Service contracts	$4,410
	Custodial operations costs—Materials	$6,503
	Custodial operations costs—Custodial Allocation	$254,313
FY 2011 Energy Costs	**Electric**	$118,542
	Gas	$18,331
	Oil	$40,549
Projects completed during the current or prior school year		PBX (Telephone System) Installation, Student Toilets, Classroom Connectivity
Projects proposed in the capital plan		Drain/Waste/Vent and Storm System Sump pump, Interior Structural Foundation Walls, Exterior Walls, Louver
Accessibility of the building		Functionally Fully Programmatic Accessible
Building attributes		Auditorium, Cafeteria, Computer Rooms, Gymnasium, & Library