

SECOND REVISED BUILDING UTILIZATION PLAN

INTRODUCTION

As described in greater detail in the attached Educational Impact Statement ("EIS"), the New York City Department of Education ("DOE") is proposing to co-locate grades kindergarten through four of KIPP S.T.A.R. College Preparatory Charter School (84M726, "KIPP S.T.A.R.") in building M195 ("M195") located at 625 West 133rd Street, New York, NY 10027 in Community School District 5 ("District 5"), beginning in the 2014-2015 school year. KIPP S.T.A.R. currently serves students in kindergarten and first grades in building M115 ("M115"), located at 586 West 177th Street, New York, NY 10033 in Community School District 6 ("District 6"); students in grades five through eight in building M125 ("M125"), located at 433 West 123rd Street, New York, NY 10027 in District 5; and students in grades nine through twelve in building M195.¹

If this proposal is approved, beginning in 2014-2015, KIPP S.T.A.R.'s kindergarten will be co-located with KIPP Infinity Charter School (84M336, "KIPP Infinity"), a public charter school currently serving students in grades kindergarten through two and five through twelve, and which will add grades three and four over the next two years until it reaches full scale in the 2014-2015 school year; and New Design Middle School (05M514, "New Design"), an existing middle school currently serving students in grades six and seven, and which will reach full scale and serve students in sixth through eighth grades beginning in the 2013-2014 school year. 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.

Currently, the M195 building also houses the eighth grade of I.S. 195 Roberto Clemente (05M195, "I.S. 195") and grades nine through twelve of KIPP A.M.P. Charter School (84K357, "KIPP A.M.P."), KIPP Infinity, KIPP Academy Charter School (84X704, "KIPP Academy") and KIPP S.T.A.R., hereafter referred to collectively as "KIPP High School." KIPP High School will be moving out of M195 to private space located at 201 East 144th Street, Bronx, New York 10451 in Community School District 7 ("District 7") prior to the 2013-2014 school year. In addition, I.S. 195 began phasing-out in September 2011 pursuant to a proposal that was approved by the Panel for Educational Policy ("PEP") on February 1, 2011. I.S. 195 will close at the conclusion of the 2012-2013 school year.²

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 KIPP S.T.A.R., KIPP Infinity, and New Design in M195. It also includes a proposal for the collaborative usage of shared resources and spaces between KIPP S.T.A.R., KIPP Infinity, and New Design, including but not limited to auditoriums, 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 are also included. Please refer to the EIS to which this plan is attached for further information about the proposed co-location.

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

METHODOLOGY

The DOE has applied the DOE Instructional Footprint ("Footprint")³ 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 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.

¹ The current cohort of students served in building M115, kindergarten and first, and kindergarten through third grade at scale, will continue to be served in building M115 by another KIPP organization. For more information, please see page two of the EIS, which details where they will be served after articulating from third grade.

² The details of the proposal concerning the phase-out of I.S. 195 can be found on the DOE's Web site at:

<http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2010-2011/Feb12011Proposals>

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 DOE Footprint can be found at: http://schools.nyc.gov/NR/ronlyres/78D715EA-EC50-4AD1-82D1-1CAC544F5D30/0/DOEFOOTPRINTSConsolidatedVersion2011_FINAL.pdf

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 kindergarten through five and offering pre-kindergarten, the Footprint assumes that classes are self-contained, meaning that each class remains in its homeroom throughout the day except for when the class is scheduled for a cluster activity (e.g., art) or lunch, recess, etc. Further, this assumes that at those other scheduled times the homeroom classroom remains empty. Therefore, the Footprint allocates one full-size classroom for each general education (“GE”) or Integrated Co-Teaching (“ICT”) section and a full-size or half-size classroom to accommodate each self-contained special education (“SC”) section served by the school. In addition, schools serving grades kindergarten through five 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:

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

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 allocates one full-size classroom for each GE or Integrated ICT 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.

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

While the Footprint sets forth a baseline space allocation, school leaders are empowered to make decisions about how to utilize the space allocated to the school. 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 14, 2013 by Richard Bocchicchio, Director of Space Planning, building M195 has a total of 78 full-size (“FS”) classrooms/spaces,⁴ 10 half-size (“HS”) classrooms/spaces,⁵ 46 quarter-size (“QS”) spaces that can be used for administrative purposes, and the full-size equivalent (“FSE”) of 3.0 rooms of designed administrative office space. M195 also contains a gymnasium, auditorium, cafeteria, library, and an outdoor play area. A partition is currently installed to convert part of the library into two full-size classrooms for use by KIPP High School. After KIPP High School moves out of M195, the two full-size classrooms will be returned to use as a library.

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.

The below spaces are shared spaces or contain building services and will not be included in the allocation of space for any individual school:

- The school nurse occupies one half-size designed administrative room.
- The dance studio occupies one full-size room.
- The custodian's office occupies one quarter-size room.
- The School Based Support Team ("SBST") occupies three quarter-size rooms.
- Two full-size rooms have been closed by the Division of School Facilities due to environmental issues.
- A teachers' café occupies one full-size room.
- The School Safety Office occupies one quarter-size room.

Excluding the spaces outlined above, the M195 building has a total of 74 full-size classrooms, 10 half-size classrooms, 41 quarter-size rooms, and the equivalent of 2.5 full-size designed administrative offices/spaces remaining that can be allocated to schools.

Summary	FS	HS	QS	Designed Admin (FSE)
Building Grand TOTAL	78	10	46	3.0
SHARED SPACES or Building Services	4	0	5	0.5
Remaining Total to be Allocated	74	10	41	2.5

2012-2013 (CURRENT SCHOOL YEAR)

The table below summarizes the total enrollment and sections served at each school in 2012-2013 school year.

School	Grade Span	Total Enrolled ⁶	GE/ICT Sections	SC Sections
I.S. 195	8	62	2	2
New Design	6-7	207	7	2
KIPP Infinity	K-2, 5-8	636	24	0
KIPP High School ⁷	9-12	695	26	0

The table below summarizes I.S. 195's, New Design's, KIPP Infinity's and KIPP High School's baseline and/or adjusted baseline Footprint allocations, which are based on the methodology described at the beginning of this document and the amount of space that each school is currently using. The DOE has adjusted New Design's baseline allocation to include full-size rooms in lieu of half-size rooms due to a lack of sufficient half-size spaces suitable for instruction. In addition, the DOE has adjusted KIPP High School's baseline allocation to include quarter-size rooms in lieu of half-size rooms due to a lack of half-size spaces suitable for instruction.

⁶ Enrollment data reflects the charter headcount as of October 1, 2012 or the 2012-2013 Audited Register (as of October 26, 2012), which does not include Long Term Absences ("LTAs"), students who have been absent continuously for 30 days or more as of October 26, 2012.

⁷ As mentioned above, KIPP High School is currently comprised of the ninth through twelfth grade students of KIPP S.T.A.R., KIPP A.M.P., KIPP Infinity, and KIPP Academy.

2012-2013		Non-Admin Spaces		Administrative Spaces			Total Admin (FSE)	Grand Total 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	Total Designed Admin (FSE)
I.S. 195	Baseline Footprint Allocation	3	3	1.5	0	0	0	1.50	3	3	0	1.5
	Current Space Allocation	4	4	1.5	0	0	1	1.75	4	4	1	1.5
New Design	Baseline Footprint Allocation	8	3	0.0	0	1	6	2.00	8	4	6	0.0
	Adjusted Baseline Allocation	11	0	0.0	0	1	6	2.00	11	1	6	0.0
	Current Space Allocation	13	0	0.0	0	1	7	2.25	13	1	7	0.0
KIPP Infinity	Baseline Footprint Allocation	27	2	0.0	0	1	14	4.00	27	3	14	0.0
	Current Space Allocation	27	3	0.0	0	1	14	4.00	27	4	14	0.0
KIPP High School	Baseline Footprint Allocation	26	3	1.0	0	0	14	4.50	26	3	14	1.0
	Adjusted Baseline Allocation	26	1	1.0	0	0	18	5.50	26	1	18	1.0
	Current Space Allocation	30	1	1.0	0	0	19	5.75	30	1	19	1.0

In total:

- I.S. 195 is currently allocated 4 full-size rooms, 4 half-size rooms, 1 quarter-size room and 1.5 FSE rooms of designed administrative space. As demonstrated in the table above, I.S. 195 is currently using 1 full-size room, 1 half-size room and 1 quarter-size room in excess of its adjusted baseline footprint.
- New Design is currently allocated 13 full-size rooms, 1 half-size room and 7 quarter-size rooms. As demonstrated in the table above, New Design is currently using 2 full-size rooms and 1 quarter-size room in excess of its adjusted baseline footprint.
- KIPP Infinity is currently allocated 27 full-size rooms, 4 half-size rooms and 14 quarter-size rooms. As demonstrated in the table above, KIPP Infinity is currently using 1 half-size room in excess of its adjusted baseline footprint.
- KIPP High School is currently allocated 30 full-size rooms, 1 half-size room, 19 quarter-size rooms and 1.0 FSE room of designed administrative space. As demonstrated in the table above, KIPP Infinity is currently using 4 full-size rooms and 1 quarter-size room in excess of its adjusted baseline footprint.

The current excess space in the M195 building is demonstrated in the table below.

2012-2013	Full-size Rooms	Half-size Rooms	Quarter-size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocations	7	2	3	0.0

2013-2014

In 2013-2014, New Design will serve students in grades six through eight and KIPP Infinity will serve students in grades kindergarten through three and five through eight in M195. As mentioned above, KIPP High School will move out of M195 to private space prior to the 2013-2014 school year and I.S. 195 will close at the conclusion of the 2012-2013 school year.

As described above, a partition is currently installed to convert part of the library into two full-size classrooms for use by KIPP High School. In the 2013-2014 school year, the two full-size classrooms will be returned to use as a library. Therefore, there will be 72 full-size rooms, 10 half-size rooms, 41 quarter-size rooms and 2.5 FSE rooms of designed administrative space to be allocated among the schools in the M195 building in 2013-2014 and beyond.

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

School	Grade Span	Projected Enrollment⁸	GE/ICT Sections	SC Sections
New Design	6-8	300-330	12	2
KIPP Infinity	K-3, 5-8	629-804	28	0

After the schools in M195 have received their respective baseline footprint allocation of rooms, the following number of rooms will remain unallocated:

2013-2014	Full-size Rooms	Half-size Rooms	Quarter-size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocation	28	2	23	0.0

The table below summarizes New Design's and KIPP Infinity's baseline Footprint allocations, which are based on the methodology described at the beginning of this document and the amount of space that each school is currently using. As mentioned above, KIPP High School will move out of M195 at the conclusion of the 2012-2013 school year and I.S. 195 will complete phasing out at the end of the 2012-2013 school year. As such, the DOE has allocated the excess space in M195 so as not to disturb the current configuration of the co-located schools. This configuration will allow New Design to remain on its own floor and have contiguous space on that floor, and will allow KIPP Infinity to retain part of the space vacated by KIPP High School, which will ultimately be allocated to KIPP S.T.A.R. The DOE believes this allocation of excess space will minimize disruption to New Design and KIPP Infinity as KIPP S.T.A.R. phases in.

⁸ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

Although the revised BUP attached to the revised EIS for the co-location of KIPP High School outlines a different allocation for New Design in the 2013-2014 school year, the DOE is proposing a new allocation beginning in 2013-2014 that reflects actual programming and enrollment at New Design, which currently serves fewer sections than projected in the previous BUP.⁹ New Design will receive its baseline allocation and excess space throughout the phase-in of KIPP S.T.A.R.

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)
New Design	Baseline Footprint Allocation	13	3	1.5	0	1	4	3.0	7	0	2	0.0	20	4	6	1.5
KIPP Infinity	Baseline Footprint Allocation	31	3	1.0	0	1	14	5.0	21	2	21	0.0	52	6	35	1.0

In total:

- New Design will be allocated 20 full-size rooms, 4 half-size rooms, 6 quarter-size rooms and 1.5 FSE rooms of designed administrative space. This allocation includes 7 full-size and 2 quarter-size rooms in excess of New Design's baseline footprint.
- KIPP Infinity will be allocated 52 full-size rooms, 6 half-size rooms, 35 quarter-size rooms and 1.0 FSE room of designed administrative space. This allocation includes 21 full-size rooms, 2 half-size rooms and 21 quarter-size rooms in excess of KIPP Infinity's baseline footprint.

The room change is reflected below for the 2012-2013 school year to the 2013-2014 school year.

⁹ The details of the proposal concerning the co-location of KIPP High School in M195 can be found on the DOE's Web site at: <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2010-2011/June2011Proposals>

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)
I.S. 195	4	4	1	1.5	0	0	0	0.0	-4	-4	-1	-1.5
New Design	13	1	7	0.0	20	4	6	1.5	+7	+3	-1	+1.5
KIPP Infinity	27	4	14	0.0	52	6	35	1.0	+25	+2	+21	+1
KIPP High School	30	1	19	1.0	0	0	0	0.0	-30	-1	-19	-1

2014-2015 (FIRST YEAR OF PROPOSED IMPLEMENTATION)

If this proposal is approved, KIPP S.T.A.R. will serve students in kindergarten in M195 beginning in the 2014-2015 school year, New Design will serve students in grades six through eight, and KIPP Infinity will serve students in grades kindergarten through eight in M195.

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

School	Grade Span	Projected Enrollment ¹⁰	GE/ICT Sections	SC Sections
New Design	6-8	305-335	12	2
KIPP Infinity	K-8	712-910	32	0
KIPP S.T.A.R.	K	83-106	4	0

After the schools in M195 have received their respective baseline footprint allocation of rooms, the following number of rooms will remain unallocated:

2014-2015	Full-size Rooms	Half-size Rooms	Quarter-size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocation	18	0	21	0

¹⁰ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

The table below summarizes New Design's, KIPP Infinity's, and KIPP S.T.A.R.'s baseline Footprint allocations, which are based on the methodology described at the beginning of this document and the amount of space that each school is currently using. The DOE has allocated the excess space in M195 so as not to disturb the current configuration of the co-located schools. This configuration will allow New Design to remain on its own floor and have contiguous space on that floor and will allow KIPP Infinity to retain part of the space vacated by KIPP High School, which will be allocated to KIPP S.T.A.R. as it phases in. The DOE believes this allocation of excess space will minimize disruption to New Design and KIPP Infinity as KIPP S.T.A.R. phases-in.

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)
New Design	Baseline Footprint Allocation	13	3	1.5	0	1	4	3.0	4	0	6	0.0	17	4	10	1.5
KIPP Infinity	Baseline Footprint Allocation	35	3	1.0	0	2	14	5.5	13	0	8	0.0	48	5	22	1.0
KIPP S.T.A.R.	Baseline Footprint Allocation	5	1	0.0	1	0	2	1.5	1	0	7	0.0	7	1	9	0.0

In total:

- New Design will be allocated 17 full-size rooms, 4 half-size rooms, 10 quarter-size rooms and 1.5 FSE rooms of designed administrative space. This allocation includes 4 full-size and 6 quarter-size rooms in excess of New Design's baseline footprint.
- KIPP Infinity will be allocated 48 full-size rooms, 5 half-size rooms, 22 quarter-size rooms and 1.0 FSE room of designed administrative space. This allocation includes 13 full-size rooms and 8 quarter-size rooms in excess of KIPP Infinity's baseline footprint.
- KIPP S.T.A.R. will be allocated 7 full-size rooms, 1 half-size room and 9 quarter-size rooms. This allocation includes 1 full-size room and 7 quarter-size rooms in excess of KIPP S.T.A.R.'s baseline footprint.

The room change is reflected below for the 2013-2014 school year to the 2014-2015 school year.

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)
New Design	20	4	6	1.5	17	4	10	1.5	-3	0	+4	0
KIPP Infinity	52	6	35	1.0	48	5	22	1.0	-4	-1	-13	0
KIPP S.T.A.R.	0	0	0	0.0	7	1	9	0.0	+7	+1	+9	0

2015-2016 (SECOND YEAR OF PROPOSED IMPLEMENTATION)

If this proposal is approved, KIPP S.T.A.R. will serve students in kindergarten and first grade in the 2015-2016 school year, New Design will serve students in grades six through eight, and KIPP Infinity will serve students in grades kindergarten through eight in M195.

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

School	Grade Span	Projected Enrollment ¹¹	GE/ICT Sections	SC Sections
New Design	6-8	315-345	12	2
KIPP Infinity	K-8	712-910	32	0
KIPP S.T.A.R.	K-1	166-212	8	0

After the schools in M195 have received their respective baseline footprint allocation of rooms, the following number of rooms will remain unallocated:

2015-2016	Full-size Rooms	Half-size Rooms	Quarter-size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocation	13	0	19	0.0

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

The table below summarizes the baseline footprint allocations for New Design, KIPP Infinity, and KIPP S.T.A.R., which are based on the methodology described at the beginning of this document and the amount of space that each school is currently using. The DOE has allocated the excess space in M195 so as not to disturb the current configuration of the co-located schools. This configuration will allow New Design to remain on its own floor and have contiguous space on that floor and KIPP Infinity to retain part of the space vacated by KIPP High School. The DOE believes this allocation of excess space will minimize disruption to New Design and KIPP Infinity as KIPP S.T.A.R. phases-in.

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)
New Design	Baseline Footprint Allocation	13	3	1.5	0	1	4	3.0	4	0	2	0.0	17	4	6	1.5
KIPP Infinity	Baseline Footprint Allocation	35	3	1.0	0	2	14	5.5	8	0	0	0.0	43	5	14	1.0
KIPP S.T.A.R.	Baseline Footprint Allocation	10	1	0.0	1	0	4	2.0	1	0	17	0.0	12	1	21	0.0

In total:

- New Design will be allocated 17 full-size rooms, 4 half-size rooms, 6 quarter-size rooms and 1.5 FSE rooms of designed administrative space. This allocation includes 4 full-size and 2 quarter-size rooms in excess of New Design's baseline footprint.
- KIPP Infinity will be allocated 43 full-size rooms, 5 half-size rooms, 14 quarter-size rooms and 1.0 FSE room of designed administrative space. This allocation includes 8 full-size rooms in excess of KIPP Infinity's baseline footprint.
- KIPP S.T.A.R. will be allocated 12 full-size rooms, 1 half-size room and 21 quarter-size rooms. This allocation includes 1 full-size room and 17 quarter-size rooms in excess of KIPP S.T.A.R.'s baseline footprint.

The room change is reflected below for the 2014-2015 school year to the 2015-2016 school year.

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)
New Design	17	4	10	1.5	17	4	6	1.5	0	0	-4	0
KIPP Infinity	48	5	22	1.0	43	5	14	1.0	-5	0	-8	0
KIPP S.T.A.R.	7	1	9	0.0	12	1	21	0.0	+5	0	+12	0

2016-2017 (THIRD YEAR OF PROPOSED IMPLEMENTATION)

If this proposal is approved, KIPP S.T.A.R. will serve students in grades kindergarten through two in the 2016-2017 school year, New Design will serve students in grades six through eight, and KIPP Infinity will serve students in grades kindergarten through eight in M195.

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

School	Grade Span	Projected Enrollment ¹²	GE/ICT Sections	SC Sections
New Design	6-8	315-345	12	2
KIPP Infinity	K-8	712-910	32	0
KIPP S.T.A.R.	K-2	249-318	12	0

After the schools in M195 have received their respective baseline or adjusted baseline footprint allocation of rooms, the following number of rooms will remain unallocated:

2016-2017	Full-size Rooms	Half-size Rooms	Quarter-size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocation	8	0	15	0.0

¹² The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

The table below summarizes New Design's, KIPP Infinity's, and KIPP S.T.A.R.'s baseline and/or adjusted baseline Footprint allocations, which are based on the methodology described at the beginning of this document and the amount of space that each school is currently using. The DOE has allocated the excess space in M195 so as not to disturb the current configuration of the co-located schools. This configuration will allow New Design to remain on its own floor and have contiguous space on that floor and will allow KIPP Infinity to retain part of the space vacated by KIPP High School. The DOE believes this allocation of excess space will minimize disruption to New Design and KIPP Infinity as KIPP S.T.A.R. phases-in.

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)
New Design	Baseline Footprint Allocation	13	3	1.5	0	1	4	3.0	2	0	2	0.0	15	4	6	1.5
	KIPP Infinity	Baseline Footprint Allocation	35	3	1.0	0	2	14	5.5	5	0	0	0.0	40	5	14
KIPP S.T.A.R.	Baseline Footprint Allocation	15	2	0.0	0	0	8	2.0	0	0	0	0.0	15	2	8	0.0
	Adjusted Baseline Allocation	16	1	0.0	0	0	8	2.0	1	0	13	0.0	17	1	21	0.0

In total:

- New Design will be allocated 15 full-size rooms, 4 half-size rooms, 6 quarter-size rooms and 1.5 FSE rooms of designed administrative space. This allocation includes 2 full-size and 2 quarter-size rooms in excess of New Design's baseline footprint.
- KIPP Infinity will be allocated 40 full-size rooms, 5 half-size rooms, 14 quarter-size rooms and 1.0 FSE room of designed administrative space. This allocation includes 5 full-size rooms in excess of KIPP Infinity's baseline footprint.
- Due to a shortage of half-size rooms in the M195 building, the DOE has adjusted KIPP S.T.A.R.'s baseline allocation and allocated KIPP S.T.A.R. 1 full-size room in lieu of 1 half-size room. KIPP S.T.A.R. will be allocated 17 full-size rooms, 1 half-size room and 21 quarter-size rooms. This allocation includes 1 full-size room and 13 quarter-size rooms in excess of KIPP S.T.A.R.'s adjusted baseline footprint.

The room change is reflected below for the 2015-2016 school year to the 2016-2017 school year.

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)
New Design	17	4	6	1.5	15	4	6	1.5	-2	0	0	0
KIPP Infinity	43	5	14	1.0	40	5	14	1.0	-3	0	0	0
KIPP S.T.A.R.	12	1	21	0.0	17	1	21	0.0	+5	0	0	0

2017-2018 (FOURTH YEAR OF PROPOSED IMPLEMENTATION)

If this proposal is approved, KIPP S.T.A.R. will serve students in grades kindergarten through three in the 2017-2018 school year, New Design will serve students in grades six through eight, and KIPP Infinity will serve students in grades kindergarten through eight in M195.

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

School	Grade Span	Projected Enrollment ¹³	GE/ICT Sections	SC Sections
New Design	6-8	315-345	12	2
KIPP Infinity	K-8	712-910	32	0
KIPP S.T.A.R.	K-3	332-424	16	0

After the schools in M195 have received their respective baseline or adjusted baseline footprint allocation of rooms, the following number of rooms will remain unallocated:

2017-2018	Full-size Rooms	Half-size Rooms	Quarter-size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocation	4	0	11	0.0

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

The table below summarizes New Design's, KIPP Infinity's, and KIPP S.T.A.R.'s baseline and/or adjusted baseline Footprint allocations, which are based on the methodology described at the beginning of this document and the amount of space that each school is currently using. The DOE has allocated the excess space in M195 so as not to disturb the current configuration of the co-located schools. This configuration will allow New Design to remain on its own floor and have contiguous space on that floor and will allow KIPP Infinity to retain part of the space vacated by KIPP High School. The DOE believes this allocation of excess space will minimize disruption to New Design and KIPP Infinity as KIPP S.T.A.R. phases-in.

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)
New Design	Baseline Footprint Allocation	13	3	1.5	0	1	4	3.0	2	0	2	0.0	15	4	6	1.5
	Adjusted Baseline Allocation	20	1	0.0	0	0	12	3.0	0	0	9	0.0	20	1	21	0.0
KIPP Infinity	Baseline Footprint Allocation	35	3	1.0	0	2	14	5.5	2	0	0	0.0	37	5	14	1.0
	Adjusted Baseline Allocation	20	1	0.0	0	0	12	3.0	0	0	9	0.0	20	1	21	0.0
KIPP S.T.A.R.	Baseline Footprint Allocation	19	2	0.0	0	0	12	3.0	0	0	0	0.0	19	2	12	0.0
	Adjusted Baseline Allocation	20	1	0.0	0	0	12	3.0	0	0	9	0.0	20	1	21	0.0

In total:

- New Design will be allocated 15 full-size rooms, 4 half-size rooms, 6 quarter-size rooms and 1.5 FSE rooms of designed administrative space. This allocation includes 2 full-size and 2 quarter-size rooms in excess of New Design's adjusted baseline footprint.
- KIPP Infinity will be allocated 37 full-size rooms, 5 half-size rooms, 14 quarter-size rooms and 1.0 FSE room of designed administrative space. This allocation includes 2 full-size rooms in excess of KIPP Infinity's adjusted baseline footprint.
- Due to a shortage of half-size rooms in the M195 building, the DOE has adjusted KIPP S.T.A.R.'s baseline allocation and allocated KIPP S.T.A.R. 1 full-size room in lieu of 1 half-size room. KIPP S.T.A.R. will be allocated 20 full-size rooms, 1 half-size room and 21 quarter-size rooms. This allocation includes 9 quarter-size rooms in excess of KIPP S.T.A.R.'s adjusted baseline footprint.

The room change is reflected below for the 2016-2017 school year to the 2017-2018 school year.

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)
New Design	15	4	6	1.5	15	4	6	1.5	0	0	0	0
KIPP Infinity	40	5	14	1.0	37	5	14	1.0	-3	0	0	0
KIPP S.T.A.R.	17	1	21	0.0	20	1	21	0.0	+3	0	0	0

2018-2019 (FIFTH AND FINAL YEAR OF PROPOSED IMPLEMENTATION)

If this proposal is approved, KIPP S.T.A.R. will serve students in grades kindergarten through four in the 2018-2019 school year, New Design will serve students in grades six through eight, and KIPP Infinity will serve students in grades kindergarten through eight in M195.

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

School	Grade Span	Projected Enrollment ¹⁴	GE/ICT Sections	SC Sections
New Design	6-8	315-345	12	2
KIPP Infinity	K-8	712-910	32	0
KIPP S.T.A.R.	K-4	415-530	20	0

After the schools in M195 have received their respective baseline or adjusted baseline footprint allocation of rooms, the following number of rooms will remain unallocated:

2018-2019	Full-size Rooms	Half-size Rooms	Quarter-size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocation	2	0	7	0.0

¹⁴ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

The table below summarizes New Design's, KIPP Infinity's, and KIPP S.T.A.R.'s baseline and/or adjusted baseline Footprint allocations, which are based on the methodology described at the beginning of this document and the amount of space that each school is currently using. The DOE has allocated the excess space in M195 so as not to disturb the current configuration of the co-located schools. This configuration will allow New Design to remain on its own floor and have contiguous space on that floor. The DOE believes this allocation of excess space will minimize disruption to New Design as KIPP S.T.A.R. completes its phase-in.

In the fifth and final year of the proposal's implementation, KIPP S.T.A.R. will not receive its full baseline allocation of instructional space, but will receive additional administrative space that it would not otherwise receive under the Footprint. KIPP S.T.A.R. agrees, however, that it can adequately operate within the space allocated in the BUP in year 2018-2019 and beyond because KIPP S.T.A.R. uses different class size and space programming assumptions than the Footprint and believes it has the ability to continue to effectively deliver instruction in the space allocated by this BUP. Furthermore, KIPP S.T.A.R. and KIPP Infinity may be able to share certain spaces.

As such, KIPP S.T.A.R.'s baseline footprint allocation has been adjusted as follows:

- KIPP S.T.A.R. will be allocated 1 fewer full-size room than its baseline footprint allocation.
- In lieu of one half-size resource room, KIPP S.T.A.R. will be allocated two additional quarter-size rooms of administrative space.

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 Designed Admin (FSE)	Total Full Size Rooms	Total Half Size Rooms	Total Quarter Size Rooms	Total Designed Admin (FSE)
New Design	Baseline Footprint Allocation	13	3	1.5	0	1	4	3.0	2	0	2	0.0	15	4	6	1.5
KIPP Infinity	Adjusted Baseline Allocation	35	3	1.0	0	2	14	5.5	0	0	0	0.0	35	5	14	1.0
KIPP S.T.A.R.	Baseline Footprint Allocation	23	2	0.0	0	0	14	3.5	0	0	0	0.0	23	2	14	0.0
	Adjusted Baseline Allocation	22	1	0.0	0	0	16	4.0	0	0	5	0.0	22	1	21	0.0

In total:

- New Design will be allocated 15 full-size rooms, 4 half-size rooms, 6 quarter-size rooms and 1.5 FSE rooms of designed administrative space. This allocation includes 2 full-size and 2 quarter-size rooms in excess of New Design’s baseline footprint.
- KIPP Infinity will be allocated 35 full-size rooms, 5 half-size rooms, 14 quarter-size rooms and 1.0 FSE room of designed administrative space.
- Due to a shortage of half-size rooms in the M195 building, the DOE has adjusted KIPP S.T.A.R.’s baseline allocation and allocated KIPP S.T.A.R. 2 quarter-size rooms in lieu of 1 half-size room and as discussed above, KIPP S.T.A.R. will be allocated one fewer full-size room than its baseline allocation. KIPP S.T.A.R. will be allocated 22 full-size rooms, 1 half-size room and 21 quarter-size rooms. This allocation includes 5 quarter-size rooms in excess of KIPP S.T.A.R.’s adjusted baseline footprint.

The room change is reflected below for the 2017-2018 school year to the 2018-2019 school year.

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)
New Design	15	4	6	1.5	15	4	6	1.5	0	0	0	0
KIPP Infinity	37	5	14	1.0	35	5	14	1.0	-2	0	0	0
KIPP S.T.A.R.	20	1	21	0.0	22	1	21	0.0	+2	0	0	0

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 M195 during the first year of implementation of this proposal in 2014-2015, when KIPP S.T.A.R. will serve students in kindergarten. 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, the Building Council is 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 will follow the dispute resolution procedures outlined in the Campus Policy Memo available at the following link:
<http://schools.nyc.gov/community/campusgov.>)

The below proposed schedule is based on projected enrollments for each co-located school, current space allocation plans, current lunch schedules for the existing schools in the building as described on the DOE School Food website, 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 in part on the Office of Pupil Transportation's bus schedule for a regular school day).¹⁵ Where possible, the proposed schedule maintains schools' current allocation of time for each shared space and re-distributes remaining time for additional organizations. To the extent feasible, shared spaces are allocated in a manner that allows schools that have already been using the space this year to continue using it on a similar schedule next year, based on the 2012 Campus Audit Template submitted by the Building Council.¹⁶ The DOE has assigned times in each of the shared spaces to the co-located organizations in M195 proportional to their enrollments. In planning how the schools in M195 may use the shared spaces, the DOE has applied some or all of the factors described above to develop a proposed plan that allocates time in each shared space equitably. As noted, decisions regarding the use and allocation of shared spaces will be made collaboratively by all organizations through the Building Council.

Cafeteria:

Cafeteria

- There is one cafeteria in the M195 building that has the capacity to serve 600 students.
- The total time allocated to each organization in the cafeteria is primarily based upon each organization's current use of the cafeteria, projected enrollment, capacity of the cafeteria, and grade levels served. Because each organization will be able to accommodate its students in the cafeteria within its proposed allocation of time, the DOE believes that the proposed schedule is equitable.
 - New Design has been allocated 30 minutes daily for breakfast from 7:30 a.m. – 8:00 a.m., and 90 minutes daily for lunch from 12:00 p.m. – 1:30 p.m. in the M195 cafeteria.
 - KIPP Infinity has been allocated 60 minutes daily for breakfast from 7:00 a.m. – 8:00 a.m., and 150 minutes daily for lunch from 11:30 a.m. – 2:00 p.m. in the M195 cafeteria.
 - KIPP S.T.A.R. has been allocated 30 minutes daily for breakfast from 7:00 a.m. – 7:30 a.m., and 60 minutes daily for lunch from 10:30 a.m. – 11:30 a.m. in the M195 cafeteria.
- With regard to breakfast, the DOE notes that traditionally not all students have opted to participate in the breakfast program at M195. Accordingly, and in light of the high capacity of the cafeteria, New Design, KIPP Infinity and KIPP S.T.A.R. can be served during slightly overlapping and equitable breakfast and lunch periods in the cafeteria.
- The Building Council is free to deviate from the proposed shared space plan and revert to current practice, provided that the Building Council comes to an agreement on a shared space plan collaboratively.

Gymnasium, Library, and Auditorium

¹⁵ See DOE's Office of Pupil Transportation website at <https://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/SearchResult.aspx>.

¹⁶ Campus Audits are submitted by each Building Council on an annual basis to the Senior Supervising Superintendent's Office. The Campus Audit documents the collective planning and implementation of Building Council decisions such as shared space scheduling.

Gymnasium

- There is one gymnasium in the building, which has the capacity to serve 360 students.
- The total time allocated to each organization in the gymnasium is primarily based upon each organization's current use of the gymnasium, projected enrollment, capacity of the gymnasium, and grade levels served. Each organization will be able to accommodate its students in the gymnasium within the proposed allocation of time. In the proposed plan:
 - New Design has been allocated 150 minutes daily in the gymnasium from 11:30 a.m. to 2:00 p.m.
 - KIPP Infinity has been allocated 210 minutes daily in the gymnasium from 8:00 a.m. to 11:30 a.m.
 - KIPP S.T.A.R. has been allocated 60 minutes daily in the gymnasium from 2:00 p.m. to 3:00 p.m.
- Because the proposed allocations have been devised with regard to the schools' enrollments and special needs, the DOE believes that the proposed allocation is equitable and feasible.
- The Building Council is free to deviate from the proposed Shared Space Plan and may revert to the current practice of allocating access to the gym on an as needed basis 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.

Library

- The DOE proposes that time in the library be allocated to all schools based on the relative projected enrollment and special needs for each school. In the proposed plan:
 - New Design has been allocated 120 minutes daily in the library from 9:30 a.m. to 11:30 a.m.
 - KIPP Infinity has been allocated 210 minutes daily in the library from 11:30 a.m. to 3:00 p.m.
 - KIPP S.T.A.R. has been allocated 60 minutes daily in the library from 8:30 a.m. to 9:30 a.m.
- Because the proposed allocations have been devised with regard to the schools' enrollments and special needs, the DOE believes that the proposed allocation is equitable and feasible.
- The Building Council is free to deviate from the proposed Shared Space Plan of the library 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.

Auditorium

- There is one auditorium in M195 that has the capacity to serve 584 students.
- The DOE proposes that time in the auditorium be allocated to all schools based on the relative projected enrollment for each school. In the proposed plan:
 - New Design has been allocated 90 minutes daily in the auditorium from 9:00 a.m. to 10:30 a.m.

- KIPP Infinity has been allocated 150 minutes daily in the auditorium from 10:30 a.m. to 1:00 p.m.
- KIPP S.T.A.R. has been allocated 60 minutes daily in the auditorium from 1:00 p.m. to 2:00 p.m.
- The Building Council is free to deviate from the proposed Shared Space Plan of the auditorium 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.

Playground

- There is one playground outside of M195 that is currently used during the school day, according to the Campus Audit.
- The DOE proposes that time in the playground be allocated to all schools based on the relative projected enrollment for each school and to align with the proposed lunch times. In the proposed plan:
 - New Design has been allocated 90 minutes daily on the playground from 12:00 p.m. to 1:30 p.m.
 - KIPP Infinity has been allocated 150 minutes daily on the playground from 11:30 a.m. to 2:00 p.m.
 - KIPP S.T.A.R. has been allocated 60 minutes daily on the playground from 10:30 a.m. to 11:30 a.m.
- The Building Council is free to deviate from the proposed Shared Space Plan of the playground 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.

After-School Programs

- The DOE notes that currently the shared spaces are not allocated for after-school hours. In the schedule below, the DOE does not allocate this space beyond 3:00 pm. Thus, the Building Council should allocate this space as needed for after-school programs.

As noted in this Building Utilization Plan ("BUP"), the Building Council will address any requests to use all shared spaces after school hours and will resolve all conflicts. 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. This agreement could result in the current schools in the building changing their use of the shared space once KIPP S.T.A.R. is co-located in the building.

In 2014-2015, the DOE projects New Design will serve 305-335 students, KIPP Infinity will serve 712-910 students and KIPP S.T.A.R. will serve 83-106 students. Based on the Office of Pupil Transportation's bus schedules for the earliest start and latest end times of the school day, New Design's school day runs from approximately 8:15 am to 3:12 pm, KIPP Infinity's school day runs from approximately 7:30 am to 4:30 pm, and KIPP S.T.A.R.'s school day is expected to run from approximately 7:30 am to 4:30 pm.¹⁷

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 all shared spaces in the building.

¹⁷ See DOE's Office of Pupil Transportation website at: <https://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/SearchResult.aspx>.

Space	Monday	Tuesday	Wednesday	Thursday	Friday
Cafeteria (Capacity: 600)	<p>Breakfast New Design 7:30 a.m. – 8:00 a.m.</p> <p>KIPP Infinity 7:00 a.m. – 8:00 a.m.</p> <p>KIPP S.T.A.R. 7:00 a.m. – 7:30 a.m.</p> <p>Lunch New Design 12:00 p.m. – 1:30 p.m.</p> <p>KIPP Infinity 11:30 a.m. – 2:00 p.m.</p> <p>KIPP S.T.A.R. 10:30 a.m. – 11:30 a.m.</p>	<p>Breakfast New Design 7:30 a.m. – 8:00 a.m.</p> <p>KIPP Infinity 7:00 a.m. – 8:00 a.m.</p> <p>KIPP S.T.A.R. 7:00 a.m. – 7:30 a.m.</p> <p>Lunch New Design 12:00 p.m. – 1:30 p.m.</p> <p>KIPP Infinity 11:30 a.m. – 2:00 p.m.</p> <p>KIPP S.T.A.R. 10:30 a.m. – 11:30 a.m.</p>	<p>Breakfast New Design 7:30 a.m. – 8:00 a.m.</p> <p>KIPP Infinity 7:00 a.m. – 8:00 a.m.</p> <p>KIPP S.T.A.R. 7:00a.m. – 7:30 a.m.</p> <p>Lunch New Design 12:00 p.m. – 1:30 p.m.</p> <p>KIPP Infinity 11:30 a.m. – 2:00 p.m.</p> <p>KIPP S.T.A.R. 10:30 a.m. – 11:30 a.m.</p>	<p>Breakfast New Design 7:30 a.m. – 8:00 a.m.</p> <p>KIPP Infinity 7:00 a.m. – 8:00 a.m.</p> <p>KIPP S.T.A.R. 7:00 a.m. – 7:30 a.m.</p> <p>Lunch New Design 12:00 p.m. – 1:30 p.m.</p> <p>KIPP Infinity 11:30 a.m. – 2:00 p.m.</p> <p>KIPP S.T.A.R. 10:30 a.m. – 11:30 a.m.</p>	<p>Breakfast New Design 7:30 a.m. – 8:00 a.m.</p> <p>KIPP Infinity 7:00 a.m. – 8:00 a.m.</p> <p>KIPP S.T.A.R. 7:00 a.m. – 7:30 a.m.</p> <p>Lunch New Design 12:00 p.m. – 1:30 p.m.</p> <p>KIPP Infinity 11:30 a.m. – 2:00 p.m.</p> <p>KIPP S.T.A.R. 10:30 a.m. – 11:30 a.m.</p>
Library	<p>New Design 9:30 a.m. – 11:30 a.m.</p> <p>KIPP Infinity 11:30 a.m. – 3:00 p.m.</p> <p>KIPP S.T.A.R. 8:30 a.m. – 9:30 a.m.</p>	<p>New Design 9:30 a.m. – 11:30 a.m.</p> <p>KIPP Infinity 11:30 a.m. – 3:00 p.m.</p> <p>KIPP S.T.A.R. 8:30 a.m. – 9:30 a.m.</p>	<p>New Design 9:30 a.m. – 11:30 a.m.</p> <p>KIPP Infinity 11:30 a.m. – 3:00 p.m.</p> <p>KIPP S.T.A.R. 8:30 a.m. – 9:30 a.m.</p>	<p>New Design 9:30 a.m. – 11:30 a.m.</p> <p>KIPP Infinity 11:30 a.m. – 3:00 p.m.</p> <p>KIPP S.T.A.R. 8:30 a.m. – 9:30 a.m.</p>	<p>New Design 9:30 a.m. – 11:30 a.m.</p> <p>KIPP Infinity 11:30 a.m. – 3:00 p.m.</p> <p>KIPP S.T.A.R. 8:30 a.m. – 9:30 a.m.</p>

<p>Gymnasium (Capacity: 360)</p>	<p>New Design 11:30 a.m. – 2:00 p.m.</p> <p>KIPP Infinity 8:00 a.m. – 11:30 a.m.</p> <p>KIPP S.T.A.R. 2:00 p.m. – 3:00 p.m.</p>	<p>New Design 11:30 a.m. – 2:00 p.m.</p> <p>KIPP Infinity 8:00 a.m. – 11:30 a.m.</p> <p>KIPP S.T.A.R. 2:00 p.m. – 3:00 p.m.</p>	<p>New Design 11:30 a.m. – 2:00 p.m.</p> <p>KIPP Infinity 8:00 a.m. – 11:30 a.m.</p> <p>KIPP S.T.A.R. 2:00 p.m. – 3:00 p.m.</p>	<p>New Design 11:30 a.m. – 2:00 p.m.</p> <p>KIPP Infinity 8:00 a.m. – 11:30 a.m.</p> <p>KIPP S.T.A.R. 2:00 p.m. – 3:00 p.m.</p>	<p>New Design 11:30 a.m. – 2:00 p.m.</p> <p>KIPP Infinity 8:00 a.m. – 11:30 a.m.</p> <p>KIPP S.T.A.R. 2:00 p.m. – 3:00 p.m.</p>
<p>Auditorium (Capacity: 584)</p>	<p>New Design 9:00 a.m. – 10:30 a.m.</p> <p>KIPP Infinity 10:30 a.m. – 1:00 p.m.</p> <p>KIPP S.T.A.R. 1:00 p.m. – 2:00 p.m.</p>	<p>New Design 9:00 a.m. – 10:30 a.m.</p> <p>KIPP Infinity 10:30 a.m. – 1:00 p.m.</p> <p>KIPP S.T.A.R. 1:00 p.m. – 2:00 p.m.</p>	<p>New Design 9:00 a.m. – 10:30 a.m.</p> <p>KIPP Infinity 10:30 a.m. – 1:00 p.m.</p> <p>KIPP S.T.A.R. 1:00 p.m. – 2:00 p.m.</p>	<p>New Design 9:00 a.m. – 10:30 a.m.</p> <p>KIPP Infinity 10:30 a.m. – 1:00 p.m.</p> <p>KIPP S.T.A.R. 1:00 p.m. – 2:00 p.m.</p>	<p>New Design 9:00 a.m. – 10:30 a.m.</p> <p>KIPP Infinity 10:30 a.m. – 1:00 p.m.</p> <p>KIPP S.T.A.R. 1:00 p.m. – 2:00 p.m.</p>
<p>Outdoor Playground</p>	<p>New Design 12:00 p.m. – 1:30 p.m.</p> <p>KIPP Infinity 11:30 a.m. – 2:00 p.m.</p> <p>KIPP S.T.A.R. 10:30 a.m. – 11:30 a.m.</p>	<p>New Design 12:00 p.m. – 1:30 p.m.</p> <p>KIPP Infinity 11:30 a.m. – 2:00 p.m.</p> <p>KIPP S.T.A.R. 10:30 a.m. – 11:30 a.m.</p>	<p>New Design 12:00 p.m. – 1:30 p.m.</p> <p>KIPP Infinity 11:30 a.m. – 2:00 p.m.</p> <p>KIPP S.T.A.R. 10:30 a.m. – 11:30 a.m.</p>	<p>New Design 12:00 p.m. – 1:30 p.m.</p> <p>KIPP Infinity 11:30 a.m. – 2:00 p.m.</p> <p>KIPP S.T.A.R. 10:30 a.m. – 11:30 a.m.</p>	<p>New Design 12:00 p.m. – 1:30 p.m.</p> <p>KIPP Infinity 11:30 a.m. – 2:00 p.m.</p> <p>KIPP S.T.A.R. 10:30 a.m. – 11:30 a.m.</p>

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); designees of all other programs operating within the building; United Federation of Teachers Chapter Leader; Custodial Engineer/designee; and In-house School Safety Agent Level III, among others. 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 that 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 KIPP S.T.A.R. will be part of the M195 School Safety Committee. As a member of the School Safety Committee, the leader/designee of KIPP S.T.A.R. 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 KIPP S.T.A.R. will be addressed on an ongoing basis. Moreover, the Safety Plan for the M195 school building will be modified as appropriate to meet any changing security needs associated with the co-location. KIPP S.T.A.R. will enter information in the M195 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 M195 school building will be submitted to the Borough Safety Directors of the Office of School and Youth Development for approval. If changes or modifications are necessary, the School Safety Committee will be advised. Once the School Safety Plan is approved, it will be submitted to the New York City Police Department ("NYPD") for final approval and certification by the NYPD.

Proposed Communications Strategy

As per the Campus Policy Memo 2011,¹⁸ 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. 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 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.

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 School Leadership Team of the school. Charter school leaders will work with their constituencies to select the parent and teacher representing that school. SSC agendas and minutes shall be shared with the BC. SSC members may be asked to communicate with their constituencies about the BUP and its campus implementation.

¹⁸ Campus Policy Memo 2011 is available at <http://schools.nyc.gov/community/campusgov>, under "Key Documents."