



Dennis M. Walcott, Chancellor

Educational Impact Statement
The Proposed Co-location of New District High School (19K764) with
Multicultural High School (19K583), Academy of Innovative Technology (19K618),
Brooklyn Lab School (19K639), and Cypress Hills Collegiate Preparatory School (19K659)
in Building K420 Beginning in 2014-2015
Release Date: August 29, 2013

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The Proposed Co-location of New District High School (19K764) with Multicultural High School (19K583), Academy of Innovative Technology (19K618), Brooklyn Lab School (19K639), and Cypress Hills Collegiate Preparatory School (19K659) in Building K420 Beginning in 2014-2015

I. Summary of Proposal

The New York City Department of Education (“DOE”) is proposing to co-locate 19K764, a new high school, at the Franklin K. Lane Campus in school building K420 (“K420”) located at 999 Jamaica Avenue, Brooklyn, NY 11208, within the geographical confines of Community School District 19 (“District 19”). If this proposal is approved, 19K764 will be co-located in building K420 with four other high schools: Multicultural High School (19K583, “Multicultural”), Academy of Innovative Technology (19K618, “Innovative Technology”), Brooklyn Lab School (19K639, “Brooklyn Lab”), and Cypress Hills Collegiate Preparatory School (19K659, “Cypress Hills Collegiate”). A “co-location” means that two or more school organizations are located in the same building and may share common spaces like auditoriums, gymnasiums, and cafeterias.

K420 also houses a Living for the Young Family through Education (“LYFE”) program,¹ an Air Force Junior Reserve Officers’ Training Corps (“ROTC”) program,² a Young Adult Borough Center (19K501, “YABC”),³ and two community-based organizations: Student Success Center and Cypress Hills Local Development Corporation.

19K764 will serve approximately 300-340 students in ninth through twelfth grades at full scale and will admit students through the Citywide High School Admissions Process, using a limited unscreened admissions method. (Detailed information about the High School Admissions Process, over-the-counter admissions, and the proposed admissions criteria for 19K764 can be found in Section III.A of this proposal.)

According to the 2011-2012 Enrollment Capacity Utilization Report (“Blue Book”), building K420 has a target capacity to serve 3,001 students. In 2013-2014, the building will serve approximately 1,480 total

¹ The LYFE program supports student parents enrolled in a DOE school or program by providing childcare and referral services. Each LYFE classroom is staffed with a teacher and educational paraprofessionals that provide early childhood education to infants and toddlers of student parents. Social workers assigned to each LYFE site provide academic, social and emotional support to student parents to ensure they stay on track to graduation, while transitioning into parenthood. The LYFE program operates independently of the high schools in K420. The LYFE program serves students in those schools, but may also serve students from other schools in the surrounding community.

² The ROTC program is a federal program with a specialized curriculum that emphasizes the study of military science and military history. It consists of elective courses that allow students to earn credits toward their diplomas.

³ YABC’s are evening academic programs designed to meet the needs of high school students who might be considering dropping out because they are behind or because they have adult responsibilities that make attending school in the daytime difficult. Students graduate with a diploma from their home school after they have earned all of their credits and passed all of the required exams while attending the YABC. More information about YABC’s can be found at http://schools.nyc.gov/NR/rdonlyres/ECC31A4F-9112-4FB7-9CBA-D01DC696F315/128549/YABC_Brochure_v3.pdf.

students,⁴ yielding a target utilization rate of 49%.

If this co-location proposal is approved, 19K764 will gradually phase into K420. The new school will serve students in ninth grade in the 2014-2015 school year and will add one grade level every year until the school reaches its full grade span of ninth through twelfth grades in the 2017-2018 school year, serving approximately 300-340 students. In 2017-2018, once 19K764 has reached full scale, it is projected that there will be approximately 1,700-1,900 students served in K420, yielding an estimated building utilization rate of approximately 57%-63%.⁵

Background on the DOE's Decision-Making Process

The DOE strives to ensure that all students in New York City have access to a diverse range of high-quality schools at every stage of their education. The proposed co-location of 19K764 in building K420 is intended to provide an additional high school option for students and families in District 19 and in Brooklyn.

II. Proposed or Potential Use of Building

K420 has a target capacity of 3,001 students.⁶ (The concept of “target capacity” is explained below). In 2013-2014, the building will serve approximately 1,480 total students,⁷ yielding a utilization rate of 49%. This means that the building is “underutilized” and has space to accommodate additional students.⁸ Multicultural, Innovative Technology, Brooklyn Lab, and Cypress Hills Collegiate are currently serving students in ninth through twelfth grades. If this proposal is approved, 19K764 will open in September 2014 serving approximately 75-85 students in ninth grade.⁹ At scale, 19K764 will serve approximately 300-340 students in grades nine through twelve.

The grade spans for all existing and proposed school organizations in K420 over a five-year period will be:

DBN	School Name	Grade Spans				
		2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
19K764	New High School	-	9	9-10	9-11	9-12
19K583	Multicultural	9-12	9-12	9-12	9-12	9-12
19K618	Innovative Technology	9-12	9-12	9-12	9-12	9-12
19K639	Brooklyn Lab	9-12	9-12	9-12	9-12	9-12
19K659	Cypress Hills Collegiate	9-12	9-12	9-12	9-12	9-12

⁴ 2013-2014 Budget Register Projections.

⁵ All references to building utilization rates in this document are based on target capacity data from the 2011-2012 Blue Book and enrollment data from the 2013-2014 Budget Register Projections. This methodology is consistent with the manner in which the DOE conducts planning and calculates space allocations and funding for all schools. In determining the space allocation for co-located schools, the Office of Space Planning will conduct a detailed site survey and space analysis of the building to assess the amount of space available in the building.

⁶ 2011-2012 Enrollment, Capacity, Utilization, Report (the “Blue Book”).

⁷ 2013-2014 Budget Register Projections

⁸ The most recent Under-Utilized Space Memorandum and List was updated on November 20, 2012, and can be accessed at: http://schools.nyc.gov/NR/rdonlyres/6D8EA76A-82FA-4740-9ED1-66BCABEE8BFB/134525/UnderutilizedSpaceMemorandum112012_vFINALforprint.pdf. The most recent Under-Utilized Space Memorandum Addendum was updated on August 28, 2013, and can be accessed at: http://schools.nyc.gov/NR/rdonlyres/6D8EA76A-82FA-4740-9ED1-66BCABEE8BFB/149149/UUMemorandumAddendum_August2013vFINAL.pdf.

⁹ Enrollment projections are based on a standard phase-in plan of three sections per entry grade. Actual enrollment in 2014-2015, however, will depend on applicant demand.

The total current and projected student enrollment for all existing and proposed school organizations in K420 over a five-year period, as well as the projected utilization rates for K420, are described in the table below:

DBN	School Name	2013-2014 Enrollment	2014-2015 Projected Enrollment	2015-2016 Projected Enrollment	2016-2017 Projected Enrollment	2017-2018 Projected Enrollment
19K764	New High School	-	75 - 85	150 - 170	225 - 255	300 - 340
19K583	Multicultural	331	310 - 350	310 - 350	310 - 350	310 - 350
19K618	Innovative Technology	389	370 - 410	370 - 410	370 - 410	370 - 410
19K639	Brooklyn Lab	381	360 - 400	360 - 400	360 - 400	360 - 400
19K659	Cypress Hills Collegiate	379	360 - 400	360 - 400	360 - 400	360 - 400
Total Building Enrollment		1,480	1,475 - 1,645	1,550 - 1,730	1,625 - 1,815	1,700 - 1,900
Utilization		49%	49% - 55%	52% - 58%	54% - 60%	57% - 63%

In 2017-2018, after 19K764 completes its phase-in and reaches full scale, the DOE projects the building will serve approximately 1,700-1,900 students, yielding a projected utilization rate of approximately 57%-63%.

As described in more detail in the Enrollment, Capacity, Utilization Report (“Blue Book”), which is available at http://www.nycsca.org/Community/CapitalPlanManagementReportsData/Enrollment/2011-2012_Classic.pdf, a building’s target utilization rate is calculated by dividing the aggregated enrollment of all 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 goal for maximum classroom capacities (which are lower than the United Federation of Teachers (“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 2011-2012. As described earlier in this Educational Impact Statement (“EIS”), the DOE’s projected utilization rates for the 2013-2014 school year and beyond are based on the 2011-2012 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 2013-2014 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 high school administrative rooms are not assigned a capacity. Holding enrollment constant, this change will result in a lower utilization rate. Similarly, if a room previously used as a kindergarten classroom is subsequently used as a fifth-grade classroom, the building’s target capacity will increase because we expect that a fifth-grade class will have more students than a kindergarten class. This

is reflected in the fact that the DOE's goal 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 will decrease.

Section III.B. sets forth the baseline number of rooms to be allocated to each school pursuant to the Footprint, as well as the total number of rooms in K420 to provide a better understanding of the availability of space in the building.

III. Impact of the Proposal on Students, Schools, and the Community

A. Students

If this proposal is approved, beginning in September 2014, 19K764 will be co-located in the K420 building and will be open to prospective ninth-grade students. As a district high school, admission to 19K764 will be through the Citywide High School Admission Process. 19K764 will use a limited unscreened admissions method. Limited unscreened schools give admissions priority to students who demonstrate interest in the school by attending an information session, open house event, or visiting the school's exhibit at any one of the High School Fairs. Additional information about the High School Admissions Process is detailed below.

Impact on Students Currently Attending Multicultural, Innovative Technology, Brooklyn Lab, and Cypress Hills Collegiate

The proposed co-location of 19K764 is not expected to impact current or future student enrollment, admissions policies, or instructional or extracurricular programming at the existing schools in K420.

As described in more detail below, Multicultural, Innovative Technology, Brooklyn Lab, and Cypress Hills Collegiate admit students through the High School Admissions Process. Innovative Technology, Brooklyn Lab and Cypress Hills use the limited unscreened admissions methods. Multicultural admits students through a screened program. It is open only to New York City residents, who have lived in the United States three years or fewer, whose home language is Spanish, and who are of limited English proficiency. This program is designed to help English Language Learner ("ELL") students and students with special needs develop their English proficiency.

All schools in K420 currently serve general education students and students requiring special education services, including Integrated Co-Teaching ("ICT") classes, Self-Contained ("SC") special education classes, and Special Education Teacher Support Services ("SETSS"). The existing ICT and SC classes and SETSS will continue to be provided, and students with disabilities will continue to receive mandated services in accordance with their Individualized Education Programs ("IEPs"). Current and future students in K420 with IEPs will continue to receive mandated services.

All of the schools in K420 also have an English as a Second Language program for their ELL students. Thus, current and future ELL students enrolled at schools at K420 will continue to receive mandated services.

Innovative Technology and Brooklyn Lab were selected to participate in the iLearnNYC grant for the 2012-2013 school year. iLearnNYC is one of several initiatives associated with the iZone. The iZone is a community of schools seeking to increase students' achievement in kindergarten through twelfth grades, college, and their careers by supporting innovative educational strategies and school models that personalize learning around the needs, motivations, and strengths of each student. This proposal is not expected to impact this initiative.

This proposal is not expected to impact current or future student enrollment at the schools currently located in K420.

Impact on the Career & Technical Education (“CTE”) Programs

Innovative Technology is a school that offers CTE programming. CTE programs integrate academic study with workforce skills in specific careers. Students receive instruction in an industry-related area and have the opportunity to graduate from high school with industry-specific competencies and skills that lead to post-secondary education, further industry training and/or entry into the workforce.

Implemented at the high school level, a CTE program of study offers students a cohesive articulated sequence of rigorous academic courses with a career and technical education component integrated with workforce skills aligned to business and industry standards. “Career Pathways” is a term used to identify the workforce development strategy, adopted at federal, state, and City levels, to increase education, training, and learning opportunities for the nation’s current and emerging workforce.

“Approved” CTE programs of study have been reviewed and approved by the DOE and New York State Education Department (“SED”), which qualifies the school to award diplomas with CTE-endorsements to students who complete the program. Programs that are “in development” have not yet received SED approval. Students in these programs receive instruction in CTE content, but cannot receive CTE-endorsed diplomas unless the programs are approved by the time they graduate. However, regardless of program approval status, schools with the capacity to prepare students for an industry-certified exam can continue to do so.

Innovative Technology currently offers three CTE programs in the Information Technology career cluster.

The DOE does not anticipate that the proposed co-location of 19K764 will impact the ability of Innovative Technology to continue to offer CTE programming.

Impact on Extracurricular Programming and Partnerships

The DOE does not anticipate that the proposed co-location of 19K764 will impact the ability of Multicultural, Innovative Technology, Brooklyn Lab, and Cypress Hills Collegiate to continue to offer current programming and extra-curricular activities based on student interests, available resources, and staff support for those programs. However, the co-location may change the way those programs are configured. For example, some activities may need to share classroom space or the scheduling of these activities may change as a result of greater demands on the available space during or after school hours.

According to the 2013-2014 Directory of New York City Public High Schools, Multicultural currently offers the following special programs and initiatives, and extracurricular activities:¹⁰

¹⁰ The programming information was collected from the Directory of New York City Public High Schools, which can be found here: <http://schools.nyc.gov/ChoicesEnrollment/High/Publications/default.htm>.

- **PSAL Sports**¹¹ – **Boys:** Baseball, Basketball & JV Basketball, Bowling, Golf, Handball, Soccer, Swimming, Volleyball
- **PSAL Sports** – **Girls:** Basketball, Bowling, Handball, Softball, Tennis, Volleyball
- **PSAL Sports** – **Co-ed:** N/A
- **School Sports:** Baseball, Football, Outdoor Track and Field, Soccer, Softball, Swimming, Weightlifting
- **Extracurricular Activities:** Art, Chess, College Planning and Access, English as a Second Language (ESL) after-school program, Guitar, Literature Circle, Open Lab, Peer Mentoring, Peer Tutoring, Student Council, Youth Leadership

According to the 2013-2014 Directory of New York City Public High Schools, Innovative Technology currently offers the following special programs and initiatives, and extracurricular activities:¹²

- **PSAL Sports** – **Boys:** Basketball, Football, Indoor Track, Outdoor Track, Swimming
- **PSAL Sports** – **Girls:** Basketball, Indoor Track, Outdoor Track, Volleyball & JV Volleyball
- **PSAL Sports** – **Co-ed:** N/A
- **School Sports:** N/A
- **Extracurricular Activities:** A+ Computer Repair Program, Book Club, Chess, Computer Literacy for Families, Digital Filmmaking, Film, Junior Achievement, Leadership through Community Service, MOUSE Squad, Music, Open Act, Peer Mediation, Peer Tutoring, Robotics, Saturday Tutorials, Spoken Word, Stepping, Student Leadership Council, Youth Ambassadors Program

According to the 2013-2014 Directory of New York City Public High Schools and the school's leadership, Brooklyn Lab currently offers the following special programs and initiatives, and extra-curricular activities¹³

¹¹ PSAL is the Public School Athletic League. Its mission is to provide opportunities for educating students in physical fitness, character development, and socialization skills through an athletic program that fosters teamwork, discipline, and sportsmanship.

¹² The programming information was collected from the Directory of New York City Public High Schools, which can be found here: <http://schools.nyc.gov/ChoicesEnrollment/High/Publications/default.htm>.

¹³ The programming information was collected from the Directory of New York City Public High Schools, which can be found here: <http://schools.nyc.gov/ChoicesEnrollment/High/Publications/default.htm>.

- **PSAL Sports – Boys:** Baseball, Basketball & JV Basketball, Bowling, Cricket, Cross Country, Football & JV Football, Indoor Track, Outdoor Track, Soccer, Swimming, Volleyball & JV Volleyball
- **PSAL Sports – Girls:** Basketball & JV Basketball, Bowling, Cross Country, Indoor Track, Outdoor Track, Softball & JV Softball, Tennis, Volleyball & JV Volleyball
- **PSAL Sports – Co-ed:** Cross Country, Indoor Track, Outdoor Track, Swimming
- **School Sports:** N/A
- **Extracurricular Activities:** Math Club, Culinary Club, Mural Painting Club, Step Team, National Honor Society, Gay Straight Bisexual Alliance, Women’s Fitness Group, Women’s Empowerment Group, Music Club, Opening Act (Theater), Piano Club

According to the 2013-2014 Directory of New York City Public High Schools and the school’s leadership, Cypress Hills Collegiate currently offers the following special programs and initiatives, extra-curricular activities:¹⁴

- **PSAL Sports – Boys:** Baseball, Basketball & JV Basketball, Bowling, Cricket, Cross County, Football & JV Football, Golf, Handball, Indoor Track, Outdoor Track, Soccer, Swimming, Volleyball
- **PSAL Sports – Girls:** Basketball, Bowling, Cricket, Cross Country, Handball, Indoor Track, Outdoor Track, Swimming, Tennis, Volleyball
- **PSAL Sports – Co-ed:** Cricket
- **School Sports:** N/A
- **Extracurricular Activities:** SAT Prep, Art, Dance, Graphic Design Elective, Yearbook, Student Government, Campus Youth Leadership Group, Swimming, Book Club, Anime Club, After-school Tutoring

Impact on Other Organizations in the K420 Building

K420 houses a LYFE program, a YABC program, an ROTC office and two community-based organizations (“CBOs”): Student Success Center (“SSC”), and Cypress Hills Local Development Corporation (“CHLDC”).

The LYFE program supports student parents enrolled in a DOE school by providing childcare and referral services. Each LYFE classroom is staffed with a teacher and educational paraprofessionals that provide early childhood education to infants and toddlers of student parents. Social workers assigned to each LYFE site provide academic, social, and emotional support to student parents to ensure they stay on track to graduation, while transitioning into parenthood.

The LYFE program operates independently of the high schools in K420. The LYFE program serves students attending school in K420, but may also serve students in other schools in the surrounding community.

¹⁴ The programming information was collected from the Directory of New York City Public High Schools, which can be found here: <http://schools.nyc.gov/ChoicesEnrollment/High/Publications/default.htm>.

The central LYFE program in District 79 manages the individual sites both fiscally and programmatically. All LYFE staff are supervised by the program's principal and assistant principals. The LYFE program leaders are the rating officers for the field staff.

The LYFE program in K420 is not expected to lose any space or reduce the services offered as a result of this proposal. The LYFE program will continue to operate in K420 as 19K764 phases in. The LYFE program is expected to remain in K420 and will continue to provide these services as long as there is a need and demand for the program. As noted in section II.B., that program will continue to be allocated one full-size room and one half-size room. For a list of LYFE sites please refer to: <http://lyfenyc.org/>.

YABCs are evening academic programs designed for high school students who are behind in credits, considering dropping out, or have adult responsibilities that make attending school in the daytime difficult. The YABC, affiliated with Innovative Technology, will not be affected as a result of this proposal. The YABC does not require dedicated instructional space during regular school hours because it is an evening program. However, as noted in section II.B., the YABC will continue to be allocated three full-size classrooms and the equivalent of 0.5 full-size rooms of designed administrative spaces in the building for administrative purposes. For more information on YABCs and a list of YABCs in New York City please see the following Web site: <http://goingforme.org>.

The ROTC program is a federal program with a specialized curriculum that emphasizes the study of military science and military history. It consists of elective courses that allow students to earn credits toward their diplomas. The ROTC program is not expected to be affected as a result of this proposal and, as mentioned in section II.B., it will maintain one full-size room, one half-size room, one quarter-size room and the equivalent of 2.0 full-size rooms of designed administrative spaces for its operations.

SSC is a youth-led college access center overseen by College Access: Research & Action— an organization that partners with New York City public schools to support college access. The center guides students through the college search, application, and financial aid process. SSC is not expected to be affected as a result of this proposal and, as noted in section II.B., SSC will continue to be allocated the equivalent of 2.5 full-size rooms of designed administrative spaces in the building.

CHLDC is a CBO which serves community residents each year through housing preservation, economic development and youth and family projects. CHLDC is not expected to lose any space or reduce the services offered as a result of 19K764 phasing in. CHLDC will continue to operate in the K420 building subject to interest and demand. As noted in section II.B., the CBO will continue to be allocated the equivalent of 4.0 full-size rooms of designed administrative spaces in the building for administrative purposes.

Enrollment Impact for Future High School Students—High School Admissions Process

Multicultural, Innovative Technology, Brooklyn Lab, and Cypress Hills Collegiate admit students through the Citywide High School Admissions Process, described in further detail below. The schools' admissions policies will not be impacted by this proposal.

In New York City, high school admissions is a Citywide choice process, with students ranking up to 12 high school programs in order of preference. In addition to the 12 available programs to which students may apply, they may also apply to up to 8 of the Specialized High Schools requiring the Specialized High School Admissions Test ("SHSAT"), as well as up to 6 studios at LaGuardia High School.

For high school admissions for the 2014-2015 school year, there are two rounds in the High School Admissions Process:

Round One: All eighth-grade and interested first-time ninth-grade students participate in this round. All students, including applicants to the Specialized High Schools, will receive match results in March.

Round Two: All eighth-grade and first-time ninth-grade students are eligible to apply to school programs in Round Two. Any student who does not receive a match in Round One must apply to

the available school programs in Round Two to be matched to a choice made on the application. In addition, any student who received a match in Round One may reapply to available programs in Round Two. A student who participates in Round Two and has already received a Round One match will have his or her Round One match nullified if the student receives a match in Round Two. The available programs for Round Two include school programs with remaining seats and new schools that will open the following September. Students will receive Round Two results in May.

For more information about the High School Admissions Process, please visit: <http://schools.nyc.gov/ChoicesEnrollment/High>.

High school students with IEPs, with the exception of those students recommended for a District 75 placement,¹⁵ are admitted in the same manner as general education students. Schools will ensure that students with disabilities continue to receive mandated services in accordance with their IEPs while also ensuring such students have opportunities to learn alongside their non-disabled peers to the greatest extent possible.

Similarly, ELL students are admitted to high schools in the same manner as their non-ELL peers. Any students requiring ELL services will continue to receive appropriate services in accordance with DOE policy.

If this proposal is approved, 19K764 will admit students through the High School Admissions Process. The school will admit students through a limited unscreened admissions method. Limited unscreened schools give admissions priority to students who demonstrate interest in the school by attending an information session, open house event, or visiting the school's exhibit at any one of the High School Fairs.

Innovative Technology, Brooklyn Lab and Cypress Hills also exercise the limited unscreened admissions method. Multicultural admits students through a screened program. It is open only to New York City residents who have lived in the United States for three years or less, whose home language is Spanish, and who are of limited English proficiency. Multicultural's high school program is designed to help ELL students and students with special needs develop their English proficiency.

High school applications are due on December 2, 2013. However, if this proposal is approved by the Panel for Educational Policy ("PEP"), students who are interested in applying to 19K764 will have the opportunity to submit an admission application with new school rankings in March 2014 for Round Two of the High School Admissions Process. Other new high schools designated to open throughout the City for the 2014-2015 school year will also be available for students to consider.

The New York City High School Directory, which is available in print at DOE middle schools, Borough Enrollment Offices, or on the DOE's Web site at: <http://schools.nyc.gov/ChoicesEnrollment/High/Publications>, offers a full list of high schools Citywide.

Detailed information about new high schools is published annually in the new schools directory, available in print at a Borough Enrollment Office or on the DOE website: <http://schools.nyc.gov/ChoicesEnrollment/High/Publications>.

Enrollment Impact for Future High School Students—Over-the-Counter Placements

In addition to the High School Admissions Process, some students may receive a placement at 19K764

¹⁵ District 75 provides citywide educational, vocational, and behavior support programs for students who are on the autism spectrum, have significant cognitive delays, are severely emotionally challenged, are sensory impaired and/or are multiply disabled. District 75 provides services to students in a variety of settings, including elementary, middle, and high schools, students' homes, hospitals, and agencies. These programs are located at more than 410 sites in the Bronx, Brooklyn, Manhattan, Queens, Staten Island, and Syosset, New York. Please visit the DOE website for additional information about District 75 programs at <http://schools.nyc.gov/Offices/District75/default.htm>.

through the over-the-counter (“OTC”) process. Multicultural, Innovative Technology, Brooklyn Lab, and Cypress Hills Collegiate have traditionally accepted OTC students and will continue to accept OTC students.

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 NYC school at the time school started. Most of these students fall into one of four categories:

- New to the New York City school system; or
- Left the New York City school system and have returned;¹⁶ or
- Are seeking transfers (based on the guidelines outlined in Chancellor’s Regulation A-101); or
- Students who did not participate in the High School Admissions Process for some other reason.

When a student arrives for an OTC placement, his/her school assignment is determined by his/her interest, home address, which schools have available seats and, where applicable, transfer guidelines. The student visits a Borough Enrollment Office where he/she meets with a counselor who reviews options that will meet the student’s needs.

There is a peak enrollment period occurring just prior to and into the opening of school when thousands of students arrive. Prior to the start of the peak enrollment period, schools are reminded about the number of OTC students they can expect. This number is based on a school’s enrollment projection and the results of the admissions process.

If the Division of Portfolio Planning determines that additional OTC seats may be needed, the number of seats available is reviewed and – if space allows – adjusted in those schools where the admissions methods are limited unscreened, educational option, or screened.

Screened programs (those that have academic criteria) which have a two year track record of not filling through the High School Admissions Process are “de-screened” for OTC in order to increase the number of options for students. In addition, screened and audition schools, transfer schools,¹⁷ international schools, and alternative programs are offered through referral.¹⁸ In this way, the DOE is able to offer individual students the widest breadth of options across a large number of schools.

The number of schools that admit students during the peak enrollment period has grown steadily over time, which means that students arriving during this period are being offered more options than in the past. In the 2012-2013 school year, 597 schools Citywide that serve grades nine through twelve accepted students during the peak enrollment period, compared to 504 five years ago. Moreover, in Brooklyn, the number of schools that admit students during this period increased from 144 to 175.

B. Schools

If this proposal is approved, building K420 will house 19K764, Multicultural, Innovative Technology, Brooklyn Lab, and Cypress Hills Collegiate beginning in the 2014-2015 school year. By 2017-2018, 19K764 will have completed its phase-in and reached stable enrollment. At that point, the total projected enrollment across all five schools will be approximately 1,700-1,900 students and the projected building utilization rate for K420 will be 57%-63%. The estimated enrollments for the organizations that will be

¹⁶Per Chancellor's Regulation A-101, students have the "right to return" to their prior school following discharge within one calendar year of discharge, subject to available seats. Therefore, it is possible that non-zoned students arriving for an OTC placement may be granted admission to a zoned school.

¹⁷Transfer schools are small, academically rigorous high schools designed to re-engage students who have dropped out of high school or have fallen behind. These schools are designed to create a personalized learning environment and to provide students with connections to college. Students graduate with a high school diploma from the transfer school they attend. For more information about transfer schools, please visit the DOE Web site at <http://www.goingforme.org>.

¹⁸International schools are designed to provide quality education for recently arrived immigrant students through a unique educational model.

located in K420 through the 2017-2018 school year can be found in Section IV below.

Building K420 has adequate space pursuant to the Citywide Instructional Footprint (the “Footprint”) to accommodate Multicultural, Innovative Technology, Brooklyn Lab, Cypress Hills Collegiate, and the LYFE, YABC, and ROTC programs, as well as the SSC and CHLDC CBOs. Please visit the New York City Department of Education Web site to access the Instructional Footprint, which guides space allocation and use in City schools: http://schools.nyc.gov/NR/ronlyres/78D715EA-EC50-4AD1-82D1-1CAC544F5D30/0/DOEFOOTPRINTSConsolidatedVersion2012_FINAL.pdf.

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 a representative from the school.

For grades six through twelve, the Footprint assumes that students move from class to class and that classrooms should be programmed at maximum efficiency. The Footprint does not require that every teacher have his or her own designated classroom. Principals are asked to program their schools efficiently so that classrooms can be used for multiple purposes throughout the course of the school day. The Footprint allocates the number of baseline classrooms for student support services, resource rooms, and administrative space based on the grades a school serves and its enrollment at scale. Any space remaining beyond the baseline shall be allocated equitably among the co-located schools. In determining an equitable allocation, the DOE may consider factors such as the relative enrollments of the co-located schools, the instructional and programmatic needs of the co-located schools, and the physical location of the excess space within the building.

As in other situations where schools are co-located, the schools will need to share large common and specialty rooms in the building, such as the cafeteria, the gymnasium, and the library. Specific decisions regarding the allocation of the shared spaces will be made by the Building Council, consisting of principals from all co-located schools, in conjunction with the DOE’s Office of Space Planning.

According to the building walk-through completed by the Director of Space Planning on April 9, 2013, building K420 has a total of 122 full-size rooms,¹⁹ 27 half-size rooms,²⁰ 8 quarter-size rooms,²¹ and the full-size equivalent (“FSE”) of 24.5 full-size equivalent rooms of designed administrative/office space. Of this total, 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 nurse’s office is housed in 3.5 FSE of designed administrative/office space.
- The custodian’s office is housed in 0.5 FSE of designed administrative/office space.
- The football coach’s office is housed in one half-size room.
- A conference room occupies one full-size room.
- Two science labs are housed in two full-size rooms.
- There are eight science demo full-size rooms.
- The music room occupies one full-size room.
- The fitness room occupies one full-size room.
- The home economics room occupies one full-size room.
- The YABC program is housed in 3 full-size rooms and 1.5 FSE of designed administrative space.
- The School Safety office is housed in two half-size rooms and one quarter-size room.
- The ROTC program is housed in one full-size room, one half-size room, one quarter-size room, and 2.0 FSE of designed administrative space.
- SSC occupies 2.5 FSE of designed administrative space.
- CHLDC occupies 4.0 FSE of designed administrative space.

¹⁹ Full-size rooms have an area of 500 square feet or more.

²⁰ Half-size rooms have an area of less than 500 square feet but greater than 239 square feet.

²¹ Quarter-size rooms have an area of less than 240 square feet.

- The LYFE Center occupies one full-size room and one half-size room.
- A health clinic occupies three half-size rooms.

Excluding the shared spaces outlined above, K420 has a total of 103 full-size classrooms, 19 half-size classrooms/spaces, 6 quarter-size spaces, and the full-size equivalent of 10.5 FSE rooms of designed administrative office/space remaining, which totals 124.5 FSE rooms, that can be allocated to the co-located schools in K420 per the Footprint during the proposed opening and co-location of 19K764. The building also has the following rooms: a cafeteria, an auditorium, a library, a pool, a teacher's cafeteria, and 4 gymnasiums.

According to the Footprint, Multicultural's baseline allocation is 13 full-size rooms, 1 half-size room, and the full-size equivalent of 3.0 rooms for administrative use. Multicultural's current allocation is 15 full-size rooms, 2 half-size rooms, and the equivalent of 2.75 FSE rooms for administrative use, which totals 18.75 FSE rooms. The current allocation is the full-size equivalent of 2.25 rooms above the footprint.

According to the Footprint, Innovative Technology's baseline allocation is 16 full-size rooms, 1 half-size room and the full-size equivalent of 3.0 rooms for administrative use. Its baseline footprint allocation has been adjusted to include an additional full-size room in lieu of a half-size room due to the limited number of half-size rooms on the floor on which the school is located. The adjusted baseline footprint allocation is 17 full-size rooms and the full-size equivalent of 3.0 rooms for administrative use. Innovative Technology's current allocation is 22 full-size rooms and the full-size equivalent of 3.0 FSE rooms for administrative use, which totals 25 FSE rooms. This means that Innovative Technology is allocated 5 full-size equivalent rooms above its baseline footprint allocation.

According to the Footprint, Brooklyn Lab's baseline allocation is 16 full-size rooms, 1 half-size room, and the full-size equivalent of 3.0 rooms for administrative use. Brooklyn Lab's current allocation is 19 full-size rooms, 1 half-size room, and the full-size equivalent of 6.5 rooms for administrative use, which totals 26 FSE rooms. The current allocation is 3 full-size rooms and 3.5 FSE of designed administrative space above the school's baseline footprint allocation.

According to the Footprint, Cypress Hills Collegiate's baseline allocation is 16 full-size rooms, 1 half-size room, and the full-size equivalent of 3.0 rooms for administrative use. Cypress Hills Collegiate's current allocation is 18 full-size rooms, 1 half-size room, and the equivalent of 1.75 FSE rooms for administrative use, which totals 20.25 FSE rooms. The current allocation is the full-size equivalent of 0.75 rooms above the school's baseline footprint allocation.

The DOE is proposing to open 19K764 in K420 beginning in 2014-2015. 19K764's baseline allocation will be 3 full-size rooms, 1 half-size room, and the full-size equivalent of 1.5 rooms for administrative use in 2014-2015. In 2017-2018 and beyond, when the new school has reached full scale, it will have a baseline footprint allocation of 12 full-size instructional rooms, 1 half-size room, and 3.0 FSE rooms of administrative space.

The table below provides the adjusted baseline allocation of full-size instructional rooms for each school throughout the phase-in of 19K764:

Adjusted Baseline Footprint Allocation for Full-Size Instructional Classrooms

DBN	School Name	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
19K764	New High School	-	3	6	9	12
19K583	Multicultural	13	13	13	13	13
19K618	Innovative Technology	17	17	17	17	17
19K639	Brooklyn Lab	16	16	16	16	16
19K659	Cypress Hill Collegiate	16	16	16	16	16

TOTAL	62	65	68	71	74
ROOMS IN EXCESS OF ADJUSTED BASELINE ALLOCATION OF FULL-SIZE INSTRUCTIONAL ROOMS	41	38	35	32	29

Schools often use excess full-size, half-size, quarter-size, and designed administrative rooms for administrative purposes. Therefore, some of the excess full-size rooms may be allocated for administrative purposes. The Building Council will determine the equitable distribution of excess rooms among existing schools in the building as described below. There will be sufficient instructional space in K420 for Multicultural, Innovative Technology, Brooklyn Lab, Cypress Hills Collegiate, and 19K764, as 19K764 phases in.

If this proposal is approved, the Office of Space Planning would work with the Building Council to ensure an equitable allocation of the excess space. In determining an equitable allocation, the Office of Space Planning may consider factors such as the relative enrollments of the co-located schools, the instructional and programmatic needs of the co-located schools, and the physical location of the excess space within the building. In addition, the Office of Space Planning would work with the schools in building K420 to ensure a smooth transition, if necessary, of any rooms currently being used above schools’ footprint allocations. During the course of 19K764’s phase-in, the number of excess rooms would decrease as 19K764’s adjusted baseline Footprint allocation increases to reflect its larger population.

There are no other proposed uses or plans for K420.

Building Safety and Security

If this proposal is approved, Multicultural, Innovative Technology, Brooklyn Lab, Cypress Hills Collegiate and 19K764 will develop a safety and security plan for K420 prior to the first day of school in September 2014.

The DOE makes available the following supports to schools relating to safety and security:

- Providing “Best Practices Standards for Creating and Sustaining a Safe and Supportive School,” as a resource guide;
- Reviewing and monitoring school occurrence data and crime data (in conjunction with the Criminal Justice Coordinator and the New York City Police Department);

- Providing technical assistance via the Borough Safety Directors when incidents occur;
- Providing professional development and support to Children’s First Network (CFN) Safety Liaisons;
- Providing professional development and kits for Building Response Teams; and
- Monitoring and certifying School Safety Plans annually.

C. Community

The DOE supports parent choice and strives to ensure that all families have access to a diverse range of high-quality schools that meet their children’s needs. The proposed co-location of 19K764 is intended to help meet those goals. In determining the optimal way to increase access to high-quality schools, the DOE is proposing to co-locate a new district high school with a limited unscreened admissions method in K420.

This proposal is not expected to impact the ability of community members and organizations to obtain school building use permits at K420. The proposal is not anticipated to impact the accessibility of K420.

IV. Enrollment, Admissions and School Performance Information

Multicultural

Admissions Data

Current Admissions	Grades: 9-12: High School Admissions Process; Admissions method: Screened
Admissions in 2014-2015 and Beyond if this Co-location Proposal is Approved	Grades: 9-12: High School Admissions Process; Admissions method: Screened

Enrollment Data²²

	Total Enrollment
2013-2014 (projections)	331
2014-2015 (projections)	310-350
2015-2016 (projections)	310-350
2016-2017 (projections)	310-350
2017-2018 (projections)	310-350

²² All high school projections referenced for the 2013-2014 school year and beyond assume that enrollment figures at each grade level, based on the 2013-2014 Budget Register Projections, will be sustained.

Demographic Data²³

Percentage of Students Receiving ICT or SC Services	0%
Percentage of Students with IEPs	1%
Percentage of ELLs	94%
Percentage of Students Eligible for Free or Reduced Lunch	84%

Performance Data

Multicultural	2009-2010	2010-2011	2011-2012
School Performance and Progress			
Overall Progress Report Grade	N/A	C	D
Quality Review Score ²⁴	N/A	N/A ²⁵	D
Key Components of Performance and Progress			
% 10+ Credit Accumulation in Year 1	83%	75%	72%
4 Year Graduation Rate	-	52%	35%
6 Year Graduation Rate ²⁶	-	-	-
% Graduating with a Regents Diploma	-	33%	34%
Attendance Rate	89%	87%	85%
2012-2013 State Accountability Status ²⁷			
12-13 Focus School			

Innovative Technology

Admissions Data

Current Admissions	Grades: 9-12: High School Admissions Process; Admissions method: Limited Unscreened
Admissions in 2014-2015 and Beyond if this Co-location Proposal is Approved	Grades: 9-12: High School Admissions Process; Admissions method: Limited Unscreened

²³ All figures are as a percentage of total students from the 2012-2013 Audited Register (as of October 26, 2012).

²⁴ Quality Reviews rate school on the following four-point scale: “Underdeveloped” or “U” (the lowest possible rating), “Developing” or “D,” “Proficient” or “P,” and “Well Developed” or “WD” (the highest possible rating). For more information about Quality Reviews, please visit the DOE’s Web site at: <http://schools.nyc.gov/Accountability/tools/review>.

²⁵ Not all schools receive a Quality Review every year.

²⁶ Multicultural opened in September 2007. Therefore, there is no 6-year graduation rate data for this school.

²⁷ This status is determined by the SED under the No Child Left Behind Act. For more information, please visit the SED’s Web site at: <http://www.p12.nysed.gov/irs/accountability>.

Enrollment Data

	Total Enrollment
2013-2014 (projections)	389
2014-2015 (projections)	370-410
2015-2016 (projections)	370-410
2016-2017 (projections)	370-410
2017-2018 (projections)	370-410

Demographic Data

Percentage of Students Receiving ICT or SC Services	13%
Percentage of Students with IEPs	24%
Percentage of ELLs	10%
Percentage of Students Eligible for Free or Reduced Lunch	69%

Performance Data

Innovative Technology	2009-2010	2010-2011	2011-2012
School Performance and Progress			
Overall Progress Report Grade	N/A	N/A	B
Quality Review Score	P	N/A	N/A
Key Components of Performance and Progress			
% 10+ Credit Accumulation in Year 1	79%	81%	85%
4 Year Graduation Rate	-	-	64%
6 Year Graduation Rate ²⁸	-	-	-
% Graduating with a Regents Diploma	-	-	61%
Attendance Rate	85%	88%	83%
2012-2013 State Accountability Status			
12-13 In Good Standing			

²⁸ Innovative Technology opened in September 2008. Therefore, there is no 6-year graduation rate data for this school.

Brooklyn Lab

Admissions Data

Current Admissions	Grades: 9-12: High School Admissions Process; Admissions method: Limited Unscreened
Admissions in 2014-2015 and Beyond if this Co-location Proposal is Approved	Grades: 9-12: High School Admissions Process; Admissions method: Limited Unscreened

Enrollment Data

	Total Enrollment
2013-2014 (projections)	381
2014-2015 (projections)	360-400
2015-2016 (projections)	360-400
2016-2017 (projections)	360-400
2017-2018 (projections)	360-400

Demographic Data

Percentage of Students Receiving ICT or SC Services	18%
Percentage of Students with IEPs	23%
Percentage of ELLs	19%
Percentage of Students Eligible for Free or Reduced Lunch	75%

Performance Data

Brooklyn Lab	2009-2010	2010-2011	2011-2012
School Performance and Progress			
Overall Progress Report Grade	N/A	N/A	D
Quality Review Score	P	N/A	N/A
Key Components of Performance and Progress			
% 10+ Credit Accumulation in Year 1	77%	69%	66%
4 Year Graduation Rate	-	-	52%
6 Year Graduation Rate ²⁹	-	-	-
% Graduating with a Regents Diploma	-	-	49%
Attendance Rate	81%	82%	76%
2012-2013 State Accountability Status			
12-13 In Good Standing			

Cypress Hills Collegiate

Admissions Data

Current Admissions	Grades: 9-12: High School Admissions Process; Admissions method: Limited Unscreened
Admissions in 2014-2015 and Beyond if this Co-location Proposal is Approved	Grades: 9-12: High School Admissions Process; Admissions method: Limited Unscreened

Enrollment Data

	Total Enrollment
2013-2014 (projections)	379
2014-2015 (projections)	360-400
2015-2016 (projections)	360-400
2016-2017 (projections)	360-400
2017-2018 (projections)	360-400

²⁹ Brooklyn Lab opened in September 2008. Therefore, there is no 6-year graduation rate data for this school.

Demographic Data

Percentage of Students Receiving ICT or SC Services	10%
Percentage of Students with IEPs	15%
Percentage of ELLs	21%
Percentage of Students Eligible for Free or Reduced Lunch	81%

Performance Data

Cypress Hills Collegiate	2009-2010	2010-2011	2011-2012
School Performance and Progress			
Overall Progress Report Grade	F	D	D
Quality Review Score	N/A	P	D
Key Components of Performance and Progress			
% 10+ Credit Accumulation in Year 1	72%	66%	72%
4 Year Graduation Rate	59%	53%	51%
6 Year Graduation Rate	-	-	76%
% Graduating with a Regents Diploma	37%	34%	48%
Attendance Rate	83%	81%	77%
2012-2013 State Accountability Status	12-13 Priority School		

New High School 19K764

Admissions Data

Current Admissions	N/A
Admissions in 2014-2015 and Beyond if this Co-location Proposal is Approved	Grades: 9-12: High School Admissions Process; Admissions method: Limited Unscreened

Enrollment Data³⁰

	Grade 9	Grade 10	Grade 11	Grade 12	Total Enrollment
2013-2014 (projections)	-	-	-	-	-
2014-2015 (projections)	75-85	-	-	-	75-85
2015-2016 (projections)	75-85	75-85	-	-	150-170
2016-2017 (projections)	75-85	75-85	75-85	-	225-255
2017-2018 (projections)	75-85	75-85	75-85	75-85	300-340

Demographic Data

19K764 does not yet have enrollment. Therefore, there is no demographic data for the school.

School Performance Data

19K764 does not yet have enrollment. Therefore, there is no performance data for the school.

V. Initial Impact on Budget and Cost of Instruction

New district schools are provided with a fixed per-school allocation and a variable per-pupil allocation of funds to cover start-up other than personal services (“OTPS”) costs. Based on current one-time allocations for new schools, 19K764 will receive a fixed allocation of \$80,000 and approximately \$35,625-\$40,375 in new school OTPS start-up per-pupil allocations during its first year.³¹

In addition, 19K764’s basic operating budget will be determined by the Fair Student Funding (“FSF”) formula used at all other New York City district public schools. Most funding in schools’ budgets is allocated on a per pupil basis, based on FSF per capita allocation levels. Schools receive additional funds for students with disabilities, ELLs, and those with other supplemental academic needs.

Please refer to the FSF Guide³² and FY14 School Allocation Memoranda³³ for additional information on cost of instruction and how the changes to FSF funding and other school allocations will be impacted as a result of register changes at 19K764. Staffing changes are at the discretion of the school within the limits of contractual and mandated obligations.

In addition, schools with CTE programs receive funds related to the Carl D. Perkins Vocational and Technical Education Act (“VTEA”). VTEA federal funds are used to improve career and technical education programs designed to prepare students to work in high-skill, high-wage, and high-demand careers. Currently all programs, approved or not yet approved, are eligible for these funds. After June 2014, only SED approved programs will be eligible for this funding.

This proposal is not expected to impact initial costs or allocations at the existing schools in building K420.

³⁰ Enrollment projections are based on a standard phase-in plan of three sections per entry grade in the first year. Actual enrollment in 2014-2015, however, will depend on applicant demand.

³¹ FY14 School Allocation Memorandum 21: Other Than Personal Services “OTPS” for New Schools

³² The FSF Guide is available at:

http://schools.nyc.gov/offices/d_chanc_oper/budget/dbor/allocationmemo/fy13_14/FY14_PDF/sam01_1c.pdf

³³ The FY14 School Allocation Memoranda is available at:

http://schools.nyc.gov/offices/d_chanc_oper/budget/dbor/allocationmemo/fy13_14/FY14_PDF/sam21.pdf

VI. Effect on Personnel Needs, Administration, Transportation and Other Support Services

A. Personnel Needs

The proposed co-location is not expected to change the number of personnel positions assigned to Multicultural, Innovative Technology, Brooklyn Lab, or Cypress Hills Collegiate nor is it expected to significantly alter the duties of current staff at these schools.

19K764 is expected to hire additional teachers as each new grade is added. The precise number of positions needed for the 2014-2015 school year will be determined once annual enrollment projections are released in the spring of 2014. Similarly, the number of new positions created to serve students in the new grades will be determined based on annual enrollment projections that become available as the school grows to serve those grades. New district schools follow the hiring process consistent with the procedures set forth in the collective bargaining agreement between the DOE and UFT.

B. Administration

No change in school supervisory or administrative positions at Multicultural, Innovative Technology, Brooklyn Lab, or Cypress Hills Collegiate is expected as a result of this proposal.

19K764 is expected to hire school supervisors and/or administrative personnel as needed throughout the course of the school's phase-in.

C. Transportation

Transportation will continue to be provided according to Chancellor's Regulation A-801:
<http://schools.nyc.gov/NR/ronlyres/21A1B11A-886B-4F74-9546-E875EE82A14C/40303/A801.pdf>.

This proposal is not expected to impact the transportation schedules the schools located in the K420 building.

D. Other Support Services

The provision of certain support services is described above. Other support services will be provided in consistent with Citywide policy as 19K764 phases in.

VII. Building Information

Building		K420
Type of Building		HS
Year Built		1937
Overall BCAS rating		2.61
2011-2012 Target Building Utilization		59%
2011-2012 Target Building Capacity		3,001
FY 2012 Maintenance Costs	Labor	\$58,143
	Materials	\$22,405
	Maintenance and repair contracts	\$208,100
	Service contracts	\$9,343
	Custodial operations costs— Materials	\$28,610
	Custodial operations costs— Custodial Allocation	\$789,613
FY 2012 Energy Costs	Electric	\$297,724
	Gas	\$3,237
	Steam	\$0
	Oil	\$456,084
Projects completed during the current or prior school year		IEH PO18-Oil Tank Area, IEH PO18-Room 500
Projects proposed in the capital plan		None
Accessibility of the building		Building is Functionally Partially Programmatically Accessible
Building attributes		Art Rooms, Auditorium, Cafeteria, Computer Rooms, Gymnasium, Library, Nurse's Office, Science Lab