

EDUCATIONAL IMPACT STATEMENT: The Proposed Re-Siting of Satellite West Middle School (13K313) to New Building K611 in the 2016-2017 School Year

I. Summary of Proposal

The New York City Department of Education (“DOE”) is proposing to re-site¹ Satellite West Middle School (13K313, “Satellite West”), an existing district middle school that currently serves 86 students in sixth through eighth grades² to new building K611 (“K611”), located at 19 Dock Street, Brooklyn, NY 11201³ in Community School District 13 (“District 13”) in the 2016-2017 school year. Satellite West is currently located in building K307 (“K307”) at 209 York Street, Brooklyn, NY 11201, 0.7 miles away from K611 in District 13, where it is co-located⁴ with P.S. 307 Daniel Hale Williams (13K307, “P.S. 307”), a zoned elementary school serving students in kindergarten through fifth grades and offering a pre-kindergarten program. If this proposal is approved, Satellite West will serve the entirety of its students in K611 beginning in the 2016-2017 school year. Building K611 also will house a District 13 Pre-Kindergarten Center (“Pre-K center”), expected to offer 72 full-day seats, that is also expected to open in September 2016.

This proposal is intended to support Satellite West by re-siting the school to a new building that offers academic facilities designed for a middle school and provides room for Satellite West to grow. Building K611 offers Satellite West, and by extension, the broader District 13 community, a number of new middle school amenities that are currently not available in K307, including, but not limited to, a science lab, science demo room, and a uniquely designed music suite with a classroom, practice cubicles, and music storeroom. Further, as discussed in greater length later in this Educational Impact Statement (“EIS”), Satellite West will undergo a redesign process beginning in the 2015-2016 school year that is expected to shift the academic programming and instructional focus of the school, which is anticipated to increase interest in and demand for the school beyond its current enrollment. This redesign process will be led by the District 13 Community Superintendent (“the District 13 Superintendent”) and the Office of School Design and Charter Partnerships (“OSDCP”), and will involve the Satellite West School Leadership Team (“SLT”), Community Education Council 13 (“CEC 13”), and the broader District 13 community. To this end, the DOE will work with the District 13 community in the development of new programming to be offered by Satellite West at K611 beginning in the 2016-2017 school year. In addition, as part of the redesign process, Satellite West may submit an application to change its name beginning in the 2016-2017 school year; if pursued, the process for applying and implementing the name change would be overseen by the Division of Family and Community Engagement and would follow Chancellor’s Regulation A-860.⁵

¹ A “re-siting” means that part or all of a school will be located in a different building than the building the school is currently located in.

² All figures are from the 2015-2016 Budget Register Projections.

³ The space designated for school use is located within the Dock Street condominium complex, located at 21-45 Front Street a/k/a/ 38-64 Water Street. To be consistent across DOE identification systems, which already identify building K611 as located at 19 Dock Street, this Educational Impact Statement (“EIS”) also identifies building K611 as being located at 19 Dock Street.

⁴ 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.

⁵ For more information on the process for naming and renaming a New York City public school, please visit Chancellor’s Regulation A-860 here: <http://schools.nyc.gov/NR/rdonlyres/0897C6ED-BFBD-4A81-A2BD-A59413EC210A/0/A860.pdf>.

Additionally, this proposal allows for the growth of P.S. 307, as it will be able to grow into the space currently occupied by Satellite West in building K307. This will add much-needed elementary capacity to the area.⁶

Public engagement was conducted in the course of creating this proposal, which included:

- Conducting a meeting with the District 13 Superintendent, Satellite West principal, and Satellite West SLT members on September 16, 2015 to discuss the proposal, respond to questions from the Satellite West community, and gather feedback on the proposal.

The DOE will provide other public engagement opportunities following this posting including:

- An optional community meeting open to the public prior to the Joint Public Hearing for this proposal, where representatives from the DOE will meet with the school communities (upon their request) to discuss the proposal further and take questions, comments, and feedback.
- A Joint Public Hearing to be held at building K307. This meeting is open to the public and attendees are encouraged to provide comment on this proposal as part of the public comment portion of the hearing.
- Dedicated phone and email lines for this proposal to accept public comment at any time following the posting of this proposal. Comments can be submitted in any language by calling 212-374-0208 or emailed in any language to D13Proposals@schools.nyc.gov. All comments received at the above noted hearing or through phone or email lines by 6 p.m. on the day before the PEP meeting where this proposal will be voted on by PEP members will be addressed by the DOE in an analysis of public comment, which is made available to the public after 6 p.m. on the day before the PEP meeting.
- PEP meeting at which PEP members are anticipated to vote on several proposals, including this one, prior to implementation of the proposal. This meeting is also open to the public and attendees are welcome to provide comment on this proposal.

Information on the joint public hearing and PEP meeting can be found on the DOE website at:

<http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2015-2016/November2015SchoolProposals>

Building K611 is anticipated to be completed by September 2016. The re-siting of Satellite West is contingent upon completion of this construction. If K611 is not ready for student occupancy in 2016-2017, the DOE may issue a new proposal for an alternative siting in accordance with Chancellor's Regulation A-190. Because the building is currently under construction, no school organization currently occupies K611. According to the School Construction Authority ("SCA"), K611 is projected to have the capacity to serve 405 students.⁷ The second floor of K611 will be designed to house a middle school and will have a capacity of 333 students. If this proposal is approved, Satellite West would occupy that space. On the first floor of building K611, as noted above, the DOE plans to site a District 13 Pre-K center that is also expected to open in September 2016. The Pre-K center will have the capacity to serve 72 students.

⁶ In addition to this proposal to re-site Satellite West, the DOE will submit a rezoning proposal to the CEC 13 and presented the proposal at a public meeting on September 30, 2015. This rezoning proposal includes changes to P.S. 307's zone beginning in the 2016-2017 school year that expand the size of P.S. 307's zone, meaning the school is projected to serve more students and the building utilization rate is projected to increase over time. CEC 13 is expected to vote on this proposal in late October or in early November 2015, and must approve the rezoning proposal before it can take effect. If passed, the successful implementation of the P.S. 307 rezoning is contingent upon the re-siting of Satellite West out of K307; however, the re-siting of Satellite West is not contingent on the approval of the P.S. 307 rezoning, and if approved by the Panel for Educational Policy ("PEP"), would be implemented regardless of the outcome of rezoning proposal.

⁷ As reported in the February 2013 Amendment of the FY 2010-2014 Capital Plan:

http://www.nycsca.org/Community/CapitalPlanManagementReportsData/CapPlan/012413_10-14_Capital%20Plan.pdf

If this proposal is approved, in 2016-2017, the Pre-K center and Satellite West’s sixth through eighth grades will be served in K611, which will have an estimated building utilization rate of 50%-57%.⁸ By 2018-2019, when Satellite West’s enrollment is projected to grow to scale, K611 will have an estimated building utilization rate of 88%-96%.

II. Proposed or Potential Use of Buildings

As referenced above, building K611 is expected to have the capacity to serve 405 students. If this proposal is approved, in the 2016-2017 school year, Satellite West is projected to serve 130-160 students, and the Pre-K center is expected to enroll 72 students in K611, yielding an estimated building utilization rate of 50%-57%. In the 2018-2019 school year, when Satellite West’s growth is expected to reach full-scale, Satellite West is projected to serve 285-315 students; and the Pre-K center is expected to enroll 72 students. At this point, building K611 is expected to yield an estimated building utilization rate of 88%-96%.

If this proposal is approved, the Pre-K center is not expected to share any instructional space with the middle school, and will be contained entirely on the first floor of the building, while the middle school will occupy the entire second floor of the building. The students served in the Pre-K center and middle school will not share an entranceway or any other school facilities, though the pre-kindergarten staff and middle school staff may use the same kitchen when preparing school food.

The chart below depicts the grade spans for all school organizations and programs that would be served in building K611 over four years, if this proposal is approved:

DBN	School Name	2015-2016	2016-2017	2017-2018	2018-2019
13K313	Satellite West Middle School ⁹	6-8	6-8	6-8	6-8
13KTBD	Pre-K center	-	Pre-K	Pre-K	Pre-K

⁸ All references to building utilization rates in 2015-2016 and beyond are based on target capacity data from the designed capacity of building K611 as per the POR from the SCA.

⁹ As previously mentioned, Satellite West may be renamed during or after the resiting.

The chart below shows the projected enrollment and building utilization for K611, if this proposal is approved:

DBN	School Name	2015-2016 Budget Projections	2016-2017 Projected Enrollment	2017-2018 Projected Enrollment	2018-2019 Projected Enrollment
13K313	Satellite West Middle School	-	130 - 160	205 - 235	285 - 315
13KTBD	Pre-K Center	-	72	72	72
Total Building Enrollment		-	202 - 232	277 - 307	357 - 387
Utilization¹⁰		-	50% - 57%	68% - 76%	88% - 96%

The SCA calculated the target capacity for building K611 for the 2016-2017 school year. An official building utilization rate for building K611 will not be available until after the school building opens. At that time, the utilization rate will be described in more detail in the Enrollment, Capacity, and Utilization Report (the “Blue Book”), which is available at

<http://www.nycsca.org/Community/CapitalPlanManagementReportsData/Pages/EnrollmentCapacityUtilization.aspx>. More information on target capacity and utilization is available in Appendix A of this EIS. More details about space allocation are available in Appendix C and Section III.B of this EIS.

There are currently no other proposed uses for building K611. Any future significant changes to school utilization in K611 would be proposed in a future EIS, if one is required pursuant to Chancellor’s Regulation A-190, and be subject to separate approval by the PEP in accordance with Chancellor’s Regulation A-190.

III. Impact of the Proposal on Affected Students, School, and Community

A. Students

If this proposal is approved, in the 2016-2017 school year, Satellite West’s sixth- through eighth-grade students will be served in K611. At the same time, Satellite West is anticipated to begin implementation of a redesign and revitalization process that is currently being planned by OSDCP, the District 13 Superintendent, the Satellite West SLT, and other community groups. In this redesign process, in addition to other activities, the District 13 Superintendent, Satellite West SLT, and OSDCP will host community meetings to help determine programming specifics for the school, with emphasis placed on community input in driving the programmatic offerings and school design. Because of the additional amenities that the new

¹⁰ All references to building utilization rates in 2015-2016 and beyond are based on target capacity data from the designed capacity of building K611 as per the POR from the SCA, district school enrollment projections based on the 2015-2016 Budget Register Projections for district schools, and, for charter schools, the first invoiced enrollment for fiscal year 2016. This methodology is consistent with the manner in which the DOE conducts planning and calculates space allocations and funding for all schools.

site will offer, which are expected to enhance Satellite West’s redesigned instructional programming, the DOE anticipates that the re-siting of Satellite West to K611 will contribute to a rise in student enrollment.

Impact on Current and Future Students at Satellite West

Satellite West serves general education students and students requiring special education services, including students currently enrolled in Integrated Co-Teaching (“ICT”) classes and students receiving Special Education Teacher Support Services (“SETSS”). ICT classes and SETSS will continue to be provided at Satellite West if this proposal is approved. Students with disabilities will continue to receive services in accordance with their Individualized Education Programs (“IEPs”). IEP services are tailored to meet the individual needs of the students with disabilities currently enrolled and, as such, may vary from year to year. In addition, English Language Learner (“ELL”) students who are enrolled at Satellite West receive English as a Second Language (“ESL”) services. All current and future students enrolled at Satellite West will continue to receive all mandated special education and/or ELL services if this proposal is approved.

Satellite West currently offers the following extra-curricular activities and partnerships:¹¹

- **Instructional Programs:** Inclusive Arts Program (6th grade “Explore the Arts” program; 7th grade and 8th grade students major in either dance, vocal, or art)
- **Extra-curricular Activities:** Student Government, Peer Mediation Program, NYU STEM/Robotics Program, Music, Study Hall, Male Mentoring Program, Step, Cheerleading; Yearbook Committee, Track, Chess Club, Art Club
- **After School Program:** Xposure (filmmaking, technology exploration, music production, broadcasting, money management, work ethics, and animation)
- **CHAMPS Sports:** Boys Basketball
- **Other Sports:** Basketball, Soccer, Track and Field, Wrestling Historical Honor Society, Arista (National Honor Society), Basketball (girls and boys)

The DOE does not anticipate that this proposal will impact the current extra-curricular activities or programs at Satellite West, but anticipates that through the redesign process that will be implemented concurrently with this proposal, the extra-curricular activities and programs may change to align with the new vision for the school. Satellite West will continue to offer special programs and initiatives and extra-curricular programs based on student interests and available resources, though the specific programs offered are always subject to change. That is true at any City school, as all schools modify extra-curricular offerings annually based on student demand and available resources.

Impact on Future Middle School Students in District 13

If this proposal is approved, students in District 13 will continue to have access to a broad range of middle school options, including Satellite West. As previously mentioned, as part of a redesign strategy, Satellite West will offer new instructional programming as of the 2016-2017 school year. Satellite West currently admits middle school students through the middle school application process using an unscreened admissions method, but its admissions methods may change as a result of the redesign strategy. See Appendix B for more information on middle school enrollment.

¹¹ Information obtained from school self-reported data as of October 1, 2015 and the District 13 Middle School Directory, available on the DOE Website at: <http://schools.nyc.gov/NR/rdonlyres/60D069F4-989D-46A4-900A-596B6C42881F/0/2016NYCMSDirectoryDistrict13.pdf>.

Enrollment Impact for Over-the-Counter (“OTC”) Students

District 13 middle schools, including Satellite West, also admit students through the OTC admissions process. This proposal is not expected to impact the placement of those students.

OTC is the method of enrolling students who need a school assignment because they were not part of any admissions process for entry grades and/or were not enrolled in a New York City school at the beginning of the school year. 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;¹² or
- Are seeking transfers (based on the guidelines outlined in Chancellor’s Regulation A-101); or
- Did not participate in the middle school admissions process for some other reason.

When a student eligible for middle school arrives for placement, his or her school assignment is determined by his or her interest, his or her home address, which schools have available seats, and, where applicable, transfer guidelines. Students are eligible to attend middle school based on the district of elementary school attendance or the district to which the student’s address is zoned for middle school. In un-zoned districts, the student visits a Borough Enrollment Office where he or she meets with a counselor who reviews options that will meet the student’s needs. However, in many districts, students may simply report to their zoned middle school.

B. School

If this proposal is approved, Satellite West will serve its students in grades six through eight in K611 beginning in the 2016-2017 school year. The DOE anticipates that Satellite West’s enrollment will increase both as a result of the redesign and revitalization process discussed above and as a result of the proposed re-siting. If this proposal is approved, Satellite West is projected to enroll an estimated 130-160 students at K611 in the 2016-2017 school year. Additionally, the Pre- K center will offer 72 seats. At this point, the projected utilization for building K611 would be approximately 50%-57%. By the 2018-2019 school year, if this proposal is approved, Satellite West is projected to enroll an estimated 285-315 students at K611, and the Pre- K center will continue to offer 72 seats at which point the projected utilization at K611 would be approximately 88%-96%.

If this proposal is approved, there will be sufficient instructional and administrative space at K611 to accommodate Satellite West’s Instructional Footprint and the Pre-K center. Please see Appendix C of this EIS for more information on the Footprint, which guides space allocation and use in city schools, and visit the DOE’s website to access the Footprint, which guides space allocation and use in City Schools:

http://schools.nyc.gov/NR/rdonlyres/78D715EA-EC50-4AD1-82D1-1CAC544F5D30/0/DOEFOOTPRINTSConsolidatedVersion2011_FINAL.pdf.

According to the SCA’s Program of Requirements (“POR”)¹³ which describes the facilities available at K611, building K611 has a total of 20 full-size (“FS”) rooms, 1 half-size (“HS”) room, 1 quarter-size (“QS”) room, and the full-size equivalent (“FSE”) of 4.25 rooms of designed administrative space. The building

¹² Per 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.

¹³ The SCA develops a Program of Requirements for all new buildings.

also has the following areas: a gymnasium,¹⁴ a cafeteria, and a library on the second floor for use by Satellite West and an exercise room on the first floor for use by the pre-kindergarten program. In addition, K611 will also contain the following building services for Satellite West:

- The guidance/SBST Suite occupying 0.5 FSE;
- The medical suite occupying 0.5 FSE; and
- The teacher's workroom occupying 1 full-size space.

Excluding the spaces mentioned above, a total of 19 full-size rooms, 1 half-size room, 1 quarter-size room, and the full-size equivalent of 3.25 administrative spaces remain to be allocated to Satellite West and the pre-kindergarten center.

The pre-kindergarten center will occupy all of the space on the first floor of K611, which includes 4 full-size rooms, 1 quarter-size room, and 1.0 FSE of designed administrative space. Because this space is separate and distinct from the second floor, which will house Satellite West if this proposal is approved, the pre-kindergarten center will not utilize any space beyond the first floor. There is sufficient space on the first floor to meet the needs of the pre-kindergarten center.

The remaining space (15 full-size rooms, 1 half-size room, and 2.25 FSE of administrative space) is all located on the second floor of K611 and will be allocated to Satellite West. In 2016-2017, during the first year of the proposed re-siting, Satellite West's baseline Footprint allocation is 6 full-size rooms, 3 half-size rooms, and 2.0 FSE administrative spaces. Due to a lack of half-size rooms in K611, the adjusted baseline Footprint allocation for Satellite West will be 8 full-size rooms, 1 half-size room, and 2.0 FSE designed administrative spaces. When Satellite West reaches stable enrollment in the 2018-2019 school year, the school's baseline Footprint allocation will be 10 full-size rooms, 5 half-size rooms and 2.5 FSE administrative spaces. Due to a lack of half-size rooms in the building, the school's adjusted baseline instructional Footprint will be 15 full-size rooms and 2.5 FSE administrative spaces comprised of 2.0 FSE designed administrative spaces and 1 half-size room.

There is sufficient space on the second floor of K611 to accommodate Satellite West after the re-siting. No space on this floor will be allocated to the pre-kindergarten center. The adjusted baseline allocation of full-size instructional rooms is detailed in the chart below:

¹⁴ A gymnasium is an auditorium that retains adequate space for physical education.

**Adjusted Baseline Footprint Allocation for
Full-Size Classrooms**

DBN	School Name	2015-2016	2016-2017	2017-2018	2018-2019
13K313	Satellite West	. ¹⁵	8	12	15
13KTBD	Pre-Kindergarten Center	-	4	4	4
	FULL SIZE ROOMS AVAILABLE FOR ALLOCATION	-	19	19	19
	ROOMS IN EXCESS OF ADJUSTED BASELINE ALLOCATION OF FULL-SIZE INSTRUCTIONAL ROOMS	-	7	3	0

Building Safety and Security

If this proposal is approved, Satellite West will develop a safety and security plan for building K611 prior to the first day of school in September 2016. The DOE makes the following safety and security supports available to schools:

- Providing the Best Practice 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 NYPD);
- Technical assistance via the Borough Safety Directors when incidents occur;
- Professional development and kits for Building Response Teams; and
- Monitoring and certifying School Safety Plans annually.

C. Community

The re-siting of Satellite West facilitates the redesign and revitalization of Satellite West by providing it with a new building specifically designed for middle school use that includes amenities not currently available to Satellite West students. In the process of this redesign, OSDCP, the District 13 Superintendent, the Satellite West SLT, and CEC 13 will host community meetings beginning in November that will solicit feedback on the academic programs, admissions, and name change that may take effect in Satellite West in K611 beginning in the 2016-2017 school year. Because the redesign would be guided by community feedback and aligned to the vision articulated by the District 13 community, the DOE expects community demand for Satellite West to grow and for enrollment to increase, as projected previously in this EIS.

As mentioned above, K611 will provide a new home for Satellite West, an existing District 13 middle school. If this proposal is approved, the space currently occupied by Satellite West will be reallocated to P.S. 307, thereby adding approximately 363 elementary school seats to District 13.

¹⁵ No students are being served in K611 in the 2015-2016 school year.

This proposal is not expected to impact the ability of community members and organizations to obtain school building use permits at building K307. Building K611 provides an additional space that will be available for organizations and community members in District 13. This proposal is not expected to impact the accessibility of K611, which is fully accessible.

There are currently no other proposed uses for building K611.

IV. Enrollment, Admissions, and School Performance Information

Satellite West

Admissions Data

Current Admissions	District 13 Middle School Choice Process; Unscreened
Admissions after Re-siting	District 13 Middle School Choice Process; Unscreened

Enrollment Data¹⁶

	Grade 6	Grade 7	Grade 8	Total Enrollment
2015-2016 (projections)	22	27	37	86
2016-2017 (projections)	95-105	15-25	20-30	130-160
2017-2018 (projections)	95-105	95-105	15-25	205-235
2018-2019 (projections)	95-105	95-105	95-105	285-315

Demographic Data¹⁷

Percentage of Students Receiving ICT or SC Services	19%
Percentage of Students with Individualized Education Programs	34%
Percentage of English Language Learner Students	4%
Percentage of Students Eligible for Free or Reduced Lunch	88%

¹⁶ All figures are based on the 2015-2016 Budget Register Projections

¹⁷ All figures reflect a percentage of total students from the 2014-2015 Audited Register. Demographic figures represent Satellite West in its current building K307 and may not represent the demographics of Satellite West after the re-siting.

School Performance Data

Satellite West Middle School	2012-2013	2013-2014	2014-2015
School Quality Indicators¹⁸			
1.1 Curriculum	P ¹⁹	N/A ²⁰	P
1.2 Pedagogy	D	N/A	D
2.2 Assessment	P	N/A	P
3.4 High Expectations	P	N/A	P
4.2 Teacher Teams and Leadership Development	P	N/A	P
Performance Data			
English Language Arts % Proficient (Levels 3 and 4)	11%	18%	11%
Math % Proficient (Levels 3 and 4)	14%	17%	15%
Other Key Performance Indicators			
Attendance Rate ²¹	87%	88%	N/A
2015-2016 State Accountability Status	Good Standing ²²		

V. Initial Impact on Budget and Cost of Instruction

The estimated cost to re-site Satellite West to K611 is \$18,800. This cost will include moving all existing materials and furniture from the current site.

This proposal should not otherwise impact the operating budget or costs of instruction at Satellite West, although as Satellite West's enrollment increases as described above, its budget will increase as well. Most funding in schools' budgets is allocated on a per pupil basis, based on Fair Student Funding ("FSF") per

¹⁸ The 2014-2015 Quality Review Report formally reports on these five Quality Indicators. The 2014-2015 Quality Review Rubric is available at <http://schools.nyc.gov/NR/rdonlyres/8C11A001-7E78-469D-996F-B0C3703CEA81/0/QualityReviewRubric1415.pdf>

¹⁹ Quality Review Scores are abbreviated as follows: well-developed ("WD"), proficient ("P"), developing ("D"), or underdeveloped ("UD"). For more information about Quality Reviews, please visit the DOE website at <http://schools.nyc.gov/Accountability/tools/review/default.htm>

²⁰ Not all schools receive Quality Reviews every year. Thus, Satellite West did not have a Quality Review for the 2013-2014 school year.

²¹ Attendance Rate for 2014-2015 is not available at this time.

²² This status is determined by State Education Department ("SED") under the New York State waiver for the No Child Left Behind Act. For more information, please visit the SED website at: <http://www.p12.nysed.gov/accountability/ESEADesignations.html>.

capita allocation levels. Schools receive additional funds for students with disabilities, ELL students, and students with additional academic needs.

Please refer to the FSF Guide²³ and FY16 School Allocation Memoranda²⁴ 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 Satellite West.

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

A. Personnel Needs

The proposed re-siting is not expected to alter the duties of current staff at Satellite West, although if this proposal is approved, beginning in 2016-2017, all Satellite West staff would report to K611 rather than K307.

Satellite West may hire additional teachers after its re-siting as the total number of students enrolled in the school is projected to increase in 2016-2017. The precise number of positions needed for the 2016-2017 school year would be determined once annual enrollment projections are released in the spring of 2016. District schools follow the hiring process consistent with the procedures set forth in the collective bargaining agreement between the DOE and United Federation of Teachers (“UFT”).

Administrative staff and non-pedagogical positions at Satellite West may also be added as Satellite West increases enrollment. Those decisions would be made at the school based on need and budgetary considerations.

B. Transportation

If this proposal is approved, Satellite West will be re-sited to K611, approximately 0.7 miles from its current location, beginning in the 2016-2017 school year. This may result in changed eligibility for transportation services for certain Satellite West students. Satellite West students will continue to be provided with transportation according to Chancellor’s Regulation A-801:
<http://docs.nycenet.edu/docushare/dsweb/Get/Document-39/A-801.pdf>

C. Other Support Services

The provision of certain support services is described above. Other support services would be provided as consistent with Citywide policy.

²³ Available on the DOE website at:

http://schools.nyc.gov/offices/d_chanc_oper/budget/dbor/allocationmemo/fy15_16/FY16_PDF/FSF_Guide.pdf

²⁴ Available on the DOE website at:

http://schools.nyc.gov/offices/d_chanc_oper/budget/dbor/allocationmemo/fy15_16/AM_FY16_pg1.html

VII. Building Information

Building data does not exist for K611, as the building is still under construction.

Appendix A: Target Capacity and Utilization

As described in more detail in the Blue Book, 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 standards for maximum classroom capacities (which are lower than the UFT contractual class sizes and differ depending on grade level), and the efficiency with which classrooms are programmed (i.e., the frequency with which classes are scheduled in a given classroom).

The most recent year for which target capacity has been calculated for buildings is 2013-2014. As described earlier in this EIS, the DOE's utilization rates for the 2014-2015 school year and beyond are based on the 2013-2014 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 2016-2017 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 standard for maximum classroom capacity is higher for fifth grade classrooms than for kindergarten classrooms. In this example, as well, assuming enrollment is constant, the utilization rate will decrease.

Appendix B: School Admissions

Through the middle school admissions process, students are offered the opportunity to apply to a range of middle schools within their district, and/or schools with borough-wide or Citywide eligibility. Students may also choose to apply to a number of schools that manage their own admissions process. Information about all of these options is printed in each district's Middle School Directory, which can be found at <http://schools.nyc.gov/ChoicesEnrollment/Middle/Resources/default.htm>. Please note that this directory is updated yearly. General information about the middle school application process can be found on the DOE's Web site at: <http://schools.nyc.gov/ChoicesEnrollment/Calendar>.

With the middle school admissions process, students rank their preferences from among their eligible choices which are pre-populated on each student's customized middle school application. These options include:

- Middle schools or programs with a screened admissions method (admission is based on criteria designated by the school);
- Middle schools or programs with an unscreened or limited unscreened admissions method (limited unscreened schools admit students on the same basis as unscreened schools except that they give preference to students who have attended a school information session);
- K-8 schools with a screened, unscreened, or limited unscreened admissions method for the middle school grades that have available seats for middle school students;
- 6-12 schools with an unscreened, limited unscreened or screened admissions method for middle school students; and
- Schools with borough-wide or Citywide eligibility with unscreened, limited unscreened, or screened admissions method.

The Citywide deadline for fifth graders to submit middle school applications for the 2016-2017 school year will be in December 2015. Additionally, any new middle schools designated to open throughout the City for the 2016-2017 school year may be available for students to consider. After the PEP votes on the proposals to open new schools, eligible students will have the opportunity to submit a “new schools” application. Information about middle school application deadlines will be available at the following link: <http://schools.nyc.gov/ChoicesEnrollment/Middle/Resources/default.htm>.

Middle school students with IEPs, with the exception of those recommended for placement in a District 75 school,²⁵ are admitted to schools 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.

In accordance with DOE policy, ELL students are admitted to middle school in the same manner as their peers who are not ELL students. Any students requiring ELL services will continue to receive appropriate services in accordance with DOE policy.

Appendix C: Instructional Footprint

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 school’s representative.

For elementary schools serving grades kindergarten through five (and for all pre-kindergarten programs), the Footprint assumes that classes are self-contained. Therefore, the Footprint allocates one full-size room for each general education or ICT section and a full-size or half-size room to accommodate each SC special education section served by the school. In addition to these rooms, schools serving grades kindergarten through five receive an allocation of cluster or specialty rooms proportionate to the number of students enrolled. These spaces can be used at the principal’s discretion for purposes such as art and/or music instruction, among other things.

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.

²⁵ 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 347 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>.