

BUILDING UTILIZATION PLAN

INTRODUCTION

As described in greater detail in the attached Educational Impact Statement ("EIS"), the New York City Department of Education ("DOE") is proposing to close J.H.S 166 George Gershwin (19K166, "J.H.S. 166"), an existing middle school in building K166 ("K166") located at 800 Van Siclen Avenue, Brooklyn, New York 11207, in Community School District 19. It currently serves students in grades six through eight. The DOE is proposing to immediately replace J.H.S. 166 with New School (19K338, "New School"), a new district middle school that will serve students in grades six through eight in K166.

J.H.S. 166 is co-located with The UFT Charter School (84K359, "UFT Charter"), an existing public charter school that currently serves students in kindergarten through eleventh grades in two separate sites. In one location, building K292 ("K292"), located at 301 Vermont Street, Brooklyn, NY, 11207, in Community School District 19, UFT Charter serves students in kindergarten through fifth grades. In another location, K166, UFT Charter serves students in grades six through eleven, and is phasing in to serve students in grades six through twelve in the building for the 2012-13 school year. Only the second location of UFT Charter, K166, is impacted by the proposed closure of J.H.S. 166 and the proposed opening of New School. K166 also houses two community-based organizations ("CBOs"), Beacon CAMBA and the East New York Campus Satellite ("ENY"), which is an extension of Medgar Evers College. 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.

Pursuant to the New York State Charter Schools Act of 1998 (as amended May 2010), the following plan outlines the allocation of classrooms and administrative space between New School and UFT Charter. It also includes a proposal for the collaborative usage of shared resources and spaces between New School and UFT Charter including but not limited to cafeterias, gymnasiums, and recreational areas which assures equitable access to such facilities. Information about the impact on building safety and security, proposed strategies for communication and collaborative decision-making between the co-located schools, and a description of the shared space committee is also included. Please refer to the EIS, to which this plan is attached for further information about the proposed co-location.

As described throughout this document, the final shared space schedule would be collaboratively finalized by the Building Council if the proposed co-location has been approved by the Panel for Educational Policy ("PEP").

METHODOLOGY

We have applied the DOE Instructional Footprint ("Footprint")¹ to all schools and/or programs outlined in this plan to allocate rooms in an unbiased manner, and have divided the remaining space equitably based on the proportion of the total students in the building enrolled by each school and/or program, the instructional and programmatic needs of the co-located schools, and the physical location of the excess space within the building.

JUSTIFICATION OF FEASIBILITY AND EQUITABILITY OF CLASSROOM AND ADMINISTRATIVE SPACE ALLOCATION

The Footprint sets forth the baseline number of rooms that should be allocated to a school based on the grade levels served by the school and number of classes per grade. For existing schools, the Footprint is applied to the current number of sections per grade, assuming class size will remain constant. The Borough Director of Space Planning then confirms both the baseline and current space allocation totals during a walk-through of the building, where he/she is accompanied by a school's representative.

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 full-size equivalent ("FSE") classrooms for student support services, resources rooms, and administrative space based on the grades a school serves and its enrollment at scale.

¹ The Footprint is a tool to be used by all stakeholders in the analysis and assessment of space usage in DOE buildings. Its purpose is to ensure that the space allocation plan for all schools is fair and equitable. In co-location agreements, the parameters outlined in the Footprint should serve as a guideline for making decisions about the allocation of space, while empowering building occupants to make decisions that best meet the needs of all students in the building. The DOE Footprint can be found at: http://schools.nyc.gov/NR/ronlyres/8CF30F41-DE25-4C30-92DE-731949919FC3/87633/NYCDOE_Instructional_Footprint_Final9210TNT.pdf

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

Allocation of Classrooms and Administrative Space

According to a building walkthrough and survey performed on February 14, 2012 by the Office of Space Planning, building K166 has a total of 60 full-size classrooms/spaces² (including 6 full-size science demonstration labs), 12 half-size classrooms/spaces,³ 12 quarter-size spaces that can be used for administrative purposes, and 3.5 FSE rooms of designed administrative office/space. The science labs are included as part of each school's footprint allocations. The K166 building also contains a gymnasium, auditorium, cafeteria, and library. The below spaces are shared spaces or contain building services and will not be included in the allocation of space for an individual school:

- The school nurse occupies 1.0 FSE room of designed administrative space.
- The Beacon CAMBA program occupies 1 half-size space and 2 quarter-size spaces.
- ENY occupies 1 half-size space and 1 quarter-size space.
- The custodian occupies 1 quarter-size space.

Excluding the spaces outlined above, the K166 building has a total of 60 full-size classrooms, 10 half-size spaces, 8 quarter-size spaces, and 2.5 FSE rooms of designed administrative space remaining that can be allocated to schools.

Summary	FS	HS	QS	Designed Admin (FSE)
Building Grand TOTAL	60	12	12	3.5
SHARED SPACES or Building Services	0	2	4	1.0
Remaining Total to be Allocated	60	10	8	2.5

2011-2012 (CURRENT SCHOOL YEAR)

² Full-size classrooms have an area of 500 square feet or more.

³ Half-size classrooms have an area of less than 500 square feet but greater than 239 square feet.

The table below summarizes the total enrollment and sections served at each school in 2011-2012:

2011-2012	Total Enrolled ⁴	GE/ICT Sections ⁵	SC Sections ⁶
J.H.S. 166	436	15	6
UFT Charter ⁷	488	25	0

The table below summarizes the baseline and/or adjusted baseline Footprint allocation for J.H.S. 166 and UFT Charter, based on the methodology described at the beginning of this document, and the amount of space that each school is currently using.

The DOE has adjusted the baseline Footprint allocation of J.H.S. 166 due to a lack of half-size spaces appropriate for instruction at K166. J.H.S. 166 has been allocated 6 full-size spaces in lieu of 6 half-size spaces.

2011-2012		Instructional Spaces		Administrative Spaces			Total Admin (FSE)	Grand Total Current Space Allocation				
		Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms		Quarter-Size Rooms	Total Full-Size Rooms	Total Half-Size Rooms	Total Quarter-Size Rooms	Designed Admin (FSE)
J.H.S. 166	Baseline Footprint Allocation	16	8	2.5	0	2	0	3.5	16	10	0	2.5
	Adjusted Baseline Footprint Allocation	22	2	2.5	0	2	0	3.5	22	4	0	2.5
	Current Space Allocation	33	2	2.5	0	3	4	5.0	33	5	4	2.5
UFT Charter	Baseline Footprint Allocation	25	1	0.0	1	3	4	3.5	26	4	4	0.0
	Current Space Allocation	26	2	0.0	1	3	4	3.5	27	5	4	0.0

As demonstrated in the table above J.H.S. 166 and UFT Charter are currently using many full-size classrooms in excess of their baseline/adjusted baseline Footprint allocations.

The table below summarizes the available space within K166 after each school has received its baseline/adjusted baseline Footprint allocation:

2011-2012: Building K166	Designed Admin (FSE)	Full-size Rooms	Half-size Rooms	Quarter-size Rooms
Space In Excess of Baseline Allocation	0.0	12	2	4

⁴ 2011-2012 Audited Register

⁵ General Education/Integrated Co-Teaching

⁶ Self-Contained

⁷ UFT Charter is in the process of phasing in. Currently, UFT Charter serves students in grades six through eleven.

2012-2013 (FIRST AND FINAL YEAR OF PROPOSED IMPLEMENTATION)

If this proposal is approved, J.H.S. 166 will be closed and New School will open and will serve sixth through eighth grade students in K166 in the 2012-2013 school year. UFT Charter will phase in to be at full scale and will serve students in grades six through twelve.

The table below summarizes the total projected enrollment and projected number of sections served at each school in 2012-2013:

2012-2013	Projected Enrollment ⁸	GE/ICT Sections	SC Sections
J.H.S. 166	0	0	0
New School	460-490	17	7
UFT Charter School	564-722	29	0

New School's enrollment projection is slightly greater than J.H.S. 166's current enrollment, as a result of an increased projection for the school's sixth grade. This larger projection is due to other significant changes in school utilization that have been approved for District 19 for the 2012-2013 school year. The PEP has approved two grade truncations of elementary schools that were serving kindergarten through sixth grades, but starting in the 2012-2013 school year will only serve kindergarten through fifth grades.

As a result, students who would have otherwise only entered J.H.S. 166 in seventh grade would enter the school one year earlier. If this proposal is approved, these students may attend New School one year earlier than they would have attended J.H.S. 166, or any other middle school, now that the Middle School Choice process is being implemented in District 19.

The DOE has adjusted the baseline footprint allocation of New School due to a lack of half-size spaces appropriate for instruction at K166. New School has been allocated 7 full-size spaces in lieu of 7 half-size spaces. After New School and UFT Charter have received their respective adjusted baseline allocation of rooms, the following number of rooms will remain unallocated:

2012-2013: Building K166	Designed Admin (FSE)	Full-size Rooms	Half-size Rooms	Quarter-size Rooms
Space In Excess of Baseline Allocations	0.0	5	3	2

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

The excess space has been allocated among New School and UFT Charter based upon the following factors: the physical location of the available space in relation to the location of each school within the building and enrollment of the schools.⁹ The table below summarizes the full 2012-2013 room allocation plan for New School and UFT Charter based on their baseline footprint and adjusted baseline footprint allocation, plus the excess space allocation:

2012-2013		Instructional Spaces		Administrative Spaces			Total Admin (FSE)	ADDITIONAL (EXCESS) ALLOCATIONS				Grand Total Space Allocation				
		Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms		Quarter-Size Rooms	Additional Full-Size Rooms	Additional Half-Size Rooms	Additional Quarter-Size Rooms	Additional Designed Admin (FSE)	Total Full-Size Rooms	Total Half-Size Rooms	Total Quarter-Size Rooms	Total Designed Admin (FSE)
New School	Baseline Footprint Allocation	18	9	2.5	0	1	2	3.5	3	1	0	0.0	21	11	2	2.5
	Adjusted Baseline Footprint Allocation	25	2	2.5	0	1	2	3.5	3	1	0	0.0	28	4	2	2.5
UFT Charter	Baseline Footprint Allocation	29	1	0.0	1	3	4	3.5	2	2	2	0.0	32	6	6	0.0

In total, New School will be allocated 28 full-size, 4 half-size, and 2 quarter-size spaces and 2.5 FSE rooms of designed administrative space. UFT Charter will be allocated 32 full-size, 6 half-size, and 6 quarter-size spaces.

The room change is reflected below for the current school year 2011-2012 to the 2012-2013 school year:

Room Change (+/-)	CURRENT 2011-2012 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2012-2013 GRAND TOTAL SPACE ALLOCATIONS				CHANGE (+/-)			
	Full size Rooms	Half-size Rooms	Quarter-size Rooms	Designed Admin (FSE)	Full-size Rooms	Half-size Rooms	Quarter-size Rooms	Designed Admin (FSE)	Full-size Rooms	Half-size Rooms	Quarter-size Rooms	Designed Admin (FSE)
J.H.S. 166	33	5	4	2.5	n/a	n/a	n/a	n/a	-33	-5	-4	-2.5
New School	n/a	n/a	n/a	n/a	28	4	2	2.5	+28	+4	+2	+2.5
UFT	27	5	4	0.0	32	6	6	0.0	+5	+1	+2	0.0

The DOE notes that J.H.S. 166 is currently using 33 full-size rooms and that New School is allocated 28 full-size rooms. Thus, while this represents a change of 5 full-size rooms, the DOE believes that New School has been allocated sufficient rooms in order to serve its projected enrollment.

⁹ These numbers are subject to change pending final enrollment projections.

Shared Space Plan

A proposed Shared Space Plan is below. The following plan is based on the estimated duration of time each of the co-located schools will have in each of the shared spaces in building K166. The final shared space schedule will be collaboratively drafted by the Building Council after the proposed co-location has been approved by the Panel for Educational Policy.

JUSTIFICATION OF FEASIBILITY AND EQUITY OF PROPOSED SHARED SPACE PLAN

This proposed Shared Space Plan is based upon the population size and other relevant factors further described below for each co-located school. Although the DOE has proposed how the shared spaces in the building may be utilized, Building Councils are free to deviate from the proposed Shared Space Plan to accommodate specific programmatic needs of all special populations or groups within each school as is feasible and equitable, provided that the Building Council comes to an agreement of the final Shared Space Plan collaboratively. (NOTE: The Building Council will revisit the Shared Space Plan and its schedules on an annual basis to account for any changes in enrollment or programmatic needs. If conflicts emerge and progress is impaired, the Building Council will follow the dispute resolution procedures outlined in the Campus Policy Memo available at the following link: <http://schools.nyc.gov/community/campusgov>).

The below proposed schedule is based on projected enrollments for each co-located school, current space allocation plans, current lunch schedules for the existing schools in the building as described on the DOE School Food website, the total capacity of each shared space, the grades served by each of the co-located schools, and the start of the school day based on the Office of Pupil Transportation's bus schedule for a regular school day.¹⁰ Where possible, the proposed schedule maintains schools' current allocation of time for each shared space and re-distributes remaining time for additional organizations. To the extent feasible, shared spaces are allocated in a manner that allows schools that have already been using the space this year to continue using it on a similar schedule next year, based on the 2011 Campus Audit Template submitted by the Building Council.¹¹ Because New School would be co-located in the building for the first time if this proposal is approved, it may be necessary to shorten or change some of the current times that have been allocated to each of the co-located schools in the shared spaces this year so that all students in the building can be accommodated in the following school year.

In planning how New School and UFT Charter may use shared space, the DOE has applied the factors described below to develop a proposed plan that allocates time in each space equitably:

Cafeteria and Outdoor Play Yard:

Cafeteria

- The total time allocated to each organization in the cafeteria is primarily based upon each organization's projected enrollment, the capacity of the cafeteria, grade levels served and the current schedules of J.H.S. 166 and UFT Charter. Each organization will be able to accommodate its students in the cafeteria within the proposed allocation of time.
- The cafeteria has the capacity to serve up to 756 students.
- UFT Charter currently utilizes the cafeteria from 10:43am-12:23pm, or 1 hour and 40 minutes daily, and 8 hours 20 minutes weekly. Since UFT Charter will be serving the greatest number of students, and will be fully phased in serving students in grades six through twelve in the 2012-2013 school year, the DOE has increased its current lunch time. Therefore, the DOE is proposing that UFT Charter use the cafeteria from 10:45am-12:25pm, and from 2:00pm to 2:30pm, for a total of 2 hours and 10 minutes daily, and 10 hours and 50 minutes weekly.
- J.H.S. 166 currently utilizes the cafeteria from 12:25pm-1:08pm, or 43 minutes daily and 3 hours and 35 minutes weekly.

¹⁰ See DOE's Office of Pupil Transportation website at: <https://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/SearchResult.aspx> and the DOE's Office of School Food website at: <http://www.opt-osfns.org/osfns/>

¹¹ Campus Audits are submitted by each Building Council on an annual basis to the Senior Supervising Superintendents Office. The Campus Audit documents the collective planning and implementation of Building Council decisions such as shared space scheduling.

- The DOE is proposing that New School utilize the cafeteria from 12:25pm-2:00pm or 1 hour and 35 minutes daily, and 7 hours and 55 minutes weekly. Under the proposed shared space schedule, both UFT Charter and New School will have exclusive use of the cafeteria during their respective lunch times.
- Because the proposed allocations give the most time to the largest school in the building, the DOE believes that the proposed allocation is equitable and feasible.
- With regard to breakfast, the DOE notes that traditionally not all students have opted to participate in the breakfast program at J.H.S. 166 and UFT Charter. Currently both J.H.S. 166 and UFT Charter serve breakfast from 7:30am-8:00am, and the proposed plan below maintains this schedule for New School and UFT Charter.

Gymnasium, Auditorium, and Library

UFT Charter will be allocated the greatest amount of time in the gymnasium and auditorium because it will serve the greatest number of students and grade levels.

Gymnasiums

- There is one gymnasium in the building. The gymnasium has the capacity to serve 410 students.
- According to the Campus Audit, there is no current shared space schedule for the gymnasium.
- In the proposed schedule below, the DOE is allocating UFT Charter in the gymnasium from 2:30pm to 5:00pm Monday through Friday, for a total of 2 hours and 30 minutes daily and 12 hours and 30 minutes weekly.
- The DOE is proposing that New School be programmed in the gymnasium from 10:20am to 12:20pm on Monday through Friday.
- Given that the capacity of the gymnasium is 410, and that neither school will overlap during the course of their gym allocations, the below proposed shared space plan offers flexibility to schedule the gymnasium into multiple periods and ensure that all students have access to the gymnasium. Because the proposed allocations give the most time to the largest school in the building, the DOE believes that the proposed allocation is equitable and feasible.

Auditorium

- The DOE notes that there is one auditorium with the capacity to serve 550 students. According to the Campus Audit, there is no current shared space schedule for the auditorium.
- The DOE is proposing that New School be allocated time in the auditorium Monday through Friday from 8:10am-10:20am. Therefore, New School will receive 2 hours and 10 minutes daily, or 10 hours and 50 minutes weekly in the auditorium.
- The DOE is proposing that UFT Charter be allocated time in the auditorium Monday through Friday from 2:30pm-5:00pm. Therefore, UFT Charter will receive 2 hours and 30 minutes daily, or 12 hours and 30 minutes weekly in the auditorium.

Library

- The DOE notes that there is one library, but according to the Campus Audit, there is no current shared space schedule for the library.
- The DOE is proposing that New School be allocated time in the library Monday through Friday from 11:00m-12:10pm, and from 2:00pm to 3:00pm. Therefore, New School will receive 2 hours and 10 minutes daily, or 10 hours and 50 minutes weekly in the library.

- The DOE is proposing that UFT Charter be allocated time in the library Monday through Friday from 8:00am-10:30am. Therefore, UFT Charter will receive 2 hours and 30 minutes daily, or 12 hours and 30 minutes weekly in the library.

After School Programs

- The DOE notes that currently the shared spaces are not allocated for after school hours. In the schedule below, the DOE does not allocate any space beyond 5:00 pm. The Building Council should allocate this space as needed for after school programs.
- New School is a new school that has not opened yet, and as a result it does not yet have an after school schedule. The DOE notes that J.H.S. 166 currently offers after school programming on Mondays, Wednesday, Thursdays, and Friday from 3:00pm-5:30pm. Should New School offer similar programming options, New School would either have to schedule its extended day programs in its classroom allocation or manage the scheduling of shared spaces through the Building Council.
- The DOE notes that the Beacon program currently uses the gymnasium from 5:00pm-9:00pm. This proposal does not prevent Beacon from continuing to use this shared space during this time.

The Building Council will address any requests to use all shared spaces after school hours and will resolve all conflicts. The Building Council is free to deviate from the proposed Shared Space Plan to accommodate specific programmatic needs of all groups within each school as is feasible and equitable, provided that the Building Council comes to an agreement on the final shared space plan collaboratively. This agreement could result in the current schools in the building changing their use of the shared space once New School is co-located with UFT Charter in the building.

In 2012-2013, the DOE projects that UFT Charter will serve 564-722 students and that New School will serve 460-490 students. Based on the Office of Pupil Transportation's bus schedules for the earliest start and latest end of the school day, the school days of J.H.S. 166 run from approximately 8:10am-3:00pm and the school days of UFT run from approximately 8:00am -5:00pm. Since New School is a new school, it does not have a current school start or end time; though, the DOE assumes that New School will follow a similar school day to J.H.S. 166.

Based on the schedule below and the explanations provided above the DOE believes that the proposed Shared Space Plan is feasible and that each school is being treated equitably and comparably in its ability to use all the shared spaces in the building.

Space	Monday	Tuesday	Wednesday	Thursday	Friday
Cafeteria (Capacity: 756)	Breakfast: New School 7:30am-8:00am UFT Charter 7:30am-8:00am Lunch: UFT Charter 10:45am-12:25pm 2:00pm-2:30pm New School 12:25pm-2:00pm				
Gymnasium (Capacity: 410)	New School 10:20am-12:20pm UFT Charter				

	2:30pm-5:00pm	2:30pm -5:00pm	2:30pm -5:00pm	UFT Charter 2:30pm -5:00pm	2:30pm -5:00pm
Auditorium (Capacity: 550)	New School 8:10am-10:20am UFT Charter 2:30pm-5:00pm				
Library	UFT Charter 8:00am-10:30am New School 11:00am-12:10pm 2:00pm-3:00pm				

Building Safety and Security

Pursuant to Chancellor’s Regulation A-414 every school/campus must have a School Safety Committee. The committee plays an essential role in the establishment of safety procedures, the communication of expectations and responsibilities of students and staff, and the design of prevention and intervention strategies and programs specific to the needs of the school. The committee is comprised of various members of the school community, including Principal(s); designee of all other programs operating within the building; UFT Chapter Leader; Custodial Engineer/designee; and In-house School Safety Agent Level III. The committee is responsible for addressing safety matters on an ongoing basis and making appropriate recommendations to the Principal(s) when it identifies the need for additional security measures, intervention, training, etc.

The committee is also responsible for developing a comprehensive School Safety Plan which defines the normal operations of the site and what procedures are in place in the event of an emergency. The plan must be consistent with the Citywide prescribed safety plan shell. Each program operating within a school must enter program specific information in the School Safety Plan. Safety plans are updated annually by the School Safety Committee in order to meet changing security needs, changes in organization and building conditions and other factors. In addition, the committee recommends changes in the safety plan at any other time when it is necessary to address security concerns.

Consistent with the process described above, the leader/designee of New School will be a part of the K166 School Safety Committee. As a member of the School Safety Committee, the leader/designee of BUGS will participate in the development of the building’s Safety Plan and ensure that any security related issues or needs which may arise with respect to the co-location of New School will be addressed on an ongoing basis. Moreover, the Safety Plan for the K166 school building will be modified as appropriate to meet any changing security needs associated with the co-location. New School will enter information in the K166 schools’ overall Safety Plan to ensure the safe operation of the school building.

Each school building must also establish a Building Response Team (BRT) that will consist of trained staff members from each of the campus’ schools, and which is activated when emergencies or large building-wide events occur. The members of this team must be identified and listed in the School Safety Plan.

The completed Safety Plan for the K166 school building will be submitted to the Borough Safety Directors of the Office of School and Youth Development for approval. If changes or modifications are necessary, the School Safety Committee will be advised. Once the School’s Safety Plan is approved, it will be submitted to the NYPD for final approval and certification by the NYPD.

Proposed Communications Strategy

As per the Campus Policy Memo 2011,¹² co-located schools on campuses must actively participate in a Building Council (BC), which is a campus structure for administrative decision-making for issues impacting all schools in the building. Only principals and charter leaders serve on the BC. The BC shall meet at least once a month to discuss and resolve issues related to the smooth daily operation of all schools in the building and the safety of the students they serve. The BC principals and charter school leaders, where applicable, communicate their decisions campus-wide to staff, students and parents, especially for issues of safety, shared space, campus schedules, split-staff agreements and extended facility use.

A Shared Space Committee (SSC) shall be established at campuses where charters are co-located in a public school building with one or more non-charter schools or District 75 schools by the principals of the schools, as set forth in Chancellor’s Regulation A-190. With respect to charter co-locations approved after May 28, 2010, the effective date of the Amended

¹² Campus Policy Memo 2011 is available at <http://schools.nyc.gov/community/campusgov>, under “Key Documents”.

Charter School Act, the SSC is to review the implementation of the Building Utilization Plan (BUP) once it has been approved by the PEP. With respect to charter schools that were approved to be located or co-located in a public school building prior to the effective date of the Amended Charter School Act, the SSC shall review implementation of the current building space plans in place at those buildings. The SSC will meet minimally four times per year.

The SSC will be comprised of the principal, a teacher and a parent of each co-located school. With respect to a non-charter school's teacher and parent members, such SSC members shall be selected by the corresponding constituent member of the SLT of the school. Charter school leaders will work with their constituencies to select the parent and teacher representing that school. SSC agendas and minutes shall be shared with the BC. SSC members may be asked to communicate with their constituencies about the BUP and its campus implementation.