



Notice  
October 25, 2012

Dennis M. Walcott  
Chancellor

**The Proposed Temporary Co-location of New School M.S. 311 (24Q311) with Existing Schools Civic Leadership Academy (24Q293), Pan American International High School (24Q296), VOYAGES Preparatory (24Q744), and Queens Transition Center (75Q752) in Elmhurst Educational Campus Building Q744 Beginning in the 2013-2014 School Year and Continuing through the 2014-2015 School Year, and the Proposed Re-siting and Co-location of M.S. 311 with a D75 School in New Building Q311 Beginning in the 2015-2016 School Year**

**I. Description of the subject and purpose of the proposed item under consideration.**

The New York City Department of Education (“DOE”) is proposing to temporarily co-locate M.S. 311 (24Q311, “M.S. 311”), a new district middle school, in Elmhurst Educational Campus building Q744 (“Q744”), located at 45-10 94<sup>th</sup> Street, Queens, NY 11373 in Community School District 24, in September 2013 before it moves to new construction building Q311 (“Q311”), located at 97-11 44<sup>th</sup> Avenue, Queens, NY 11368, by the 2015-2016 school year. M.S. 311 would be co-located temporarily in Q744 with Civic Leadership Academy (24Q293, “Civic Leadership”), an existing high school serving students in grades nine through twelve; Pan American International High School (24Q296, “Pan American”), an existing international high school serving students in grades nine through twelve; VOYAGES Preparatory (24Q744, “Voyages”), an existing transfer school serving students in grades nine and twelve; and P752@Q744, one site of a multi-site District 75 (“D75”) school (Queens Transition Center, “75Q752”), serving students in grades eight through twelve. After two years in Q744, M.S. 311 would be re-sited and co-located with a yet-to-be determined D75 school (“75QTBD”) in new building Q311, which is designed to accommodate a middle school and a D75 school and is expected to be completed for occupancy by the 2015-2016 school year. A “co-location” means that two or more school organizations are located in the same building and may share common spaces like auditoriums, gymnasiums, and cafeterias.

Civic Leadership is a limited unscreened high school serving 454 students in ninth through twelfth grades during the 2012-2013 school year. Pan American is a screened international high

school serving 358 students in ninth through twelfth grades who have lived in the United States for four years or fewer at the time of admission to high school and whose home language is not English. International schools are designed to provide quality education for recently arrived immigrant students through a unique educational model. Voyages is a transfer school serving 250 students who are 16 years of age or older. Transfer 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.

P752@Q744 serves approximately 54 students in grades eight through twelve who are classified as intellectually disabled (“ID”), learning disabled (“LD”), or mentally retarded (“MR”) under an Individualized Education Program (“IEP”), in Self-Contained (“SC”) sections in 12:1:1 classrooms settings (ratio of students: teacher: paraprofessional). Students are placed in D75 programs based on their individual needs and recommended special education services and are referred to D75 during a period that extends into summer.

M.S. 311 is a new zoned middle school that, if this proposal is approved, would open in September 2013 in Q744, where it would be co-located with Civic Leadership, Pan American, Voyages, and P752@Q744. In 2013-2014, M.S. 311 would enroll approximately 110-135 students in sixth grade. In 2014-2015, M.S. 311 would serve approximately 210-255 students in sixth and seventh grades. In 2015-2016, M.S. 311 would move to a long-term location in new building Q311 and complete its grade expansion, serving students in grades six through eight. In 2017-2018, when the school achieves “full scale,” it would serve approximately 800-825 students in sixth through eighth grades.

On September 24, 2012, Community Education Council 24 (“CEC 24”) voted to create a new temporary incubation zone for M.S. 311 beginning in September 2013 and a long-term zone for the school when it moves into Q311 beginning in September 2015. For the 2013-2014 and 2014-2015 school years, only students living in the incubation zone would be zoned to M.S. 311. The full M.S. 311 zone would take effect in September 2015, when M.S. 311 would be re-sited to Q311. If the proposal to co-locate M.S. 311 in Q744 is approved, beginning in September 2013, sixth grade students living in the M.S. 311 incubation zone would be zoned to M.S. 311.

Q744 has been identified as an under-utilized building. Q744 has the capacity to serve 1,482 students. In the 2012-2013 school year, the building will serve only 1,116 students, yielding a utilization rate of 75%. If this proposal is approved, there will be sufficient space to accommodate Civic Leadership, Pan American, Voyages, P752@Q744, and M.S. 311. In the final year of M.S. 311’s incubation, the Q744 building would serve approximately 1,268-1,425 students, yielding a building utilization rate of 86%-96%.

If this proposal is approved, M.S. 311 would be re-sited to new building Q311 in September 2015, and would be co-located with 75QTBD. Because it will be a newly constructed facility, no school organization currently uses space at Q311. The building is projected to have the capacity to serve 785 students. If this proposal is approved, M.S. 311 students in sixth and seventh grades would be re-sited to Q311 for the 2015-2016 school year and co-located with 75QTBD. During

the 2015-2016 school year, these organizations would serve approximately 525-590 students, yielding a projected building utilization rate of 67%-75%. When M.S. 311 reaches full-scale in 2017-2018, it is anticipated to serve a total of approximately 800-825 students. 75QTBD is projected to serve approximately 50-60 students in 2017-2018, yielding a projected building utilization rate for both organizations of 108%-113%.

To address overcrowding and plan for efficient use of new buildings, the DOE frequently employs the strategy of incubating a school until it can be re-sited to new construction. Under this proposal, M.S. 311 would follow the same strategy. M.S. 311 would incubate grades six and seven in its temporary location in Q744 until September 2015, when it would be re-sited to Q311 and serve students in grades six to eight. The incubation of M.S. 311 in Q744 would help alleviate middle school overcrowding in Corona/Elmhurst in September 2013, two years before new construction is available. Q744 is located less than half a mile from Q311, and its facilities include science labs appropriate for middle-school aged students.

If re-siting M.S. 311 to new construction after the 2014-2015 school year is not feasible for any reason, the DOE will re-assess the space at Q744 and, if appropriate, extend the co-location, or propose an alternative siting plan. The DOE would issue a separate Educational Impact Statement (“EIS”) describing any alternate plan for M.S. 311 or Q744.

By temporarily co-locating a new school in Q744, an underutilized building located in a severely overcrowded middle school zone, the DOE seeks to alleviate overcrowding in Corona/Elmhurst and take advantage of available capacity to serve students zoned to this area. This proposal would help alleviate middle school overcrowding in Corona/Elmhurst in the coming year as well as plan for the efficient use of space when Q311 is completed so that Q311 can serve M.S. 311’s full grade span.

## **II. Information regarding where the full text of the proposed item may be obtained.**

The Educational Impact Statement (“EIS”) can be found on the Department of Education’s Web site: <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2012-2013/Dec2012Proposals.htm>

Copies of the EIS are also available in the main office of Civic Leadership Academy, Pan American International High School, VOYAGES Preparatory, and Queens Transition Center P752@Q744.

## **III. Submission of public comment.**

Written comments can be sent to [D24Proposals@schools.nyc.gov](mailto:D24Proposals@schools.nyc.gov)

Oral comments can be left at 212-374-7621.

## **IV. The name, office, address, email and telephone number of the city district representative, knowledgeable on the item under consideration, from whom information may be obtained concerning the item.**

Name: Jillian Roland  
Office: Division of Portfolio Planning  
Address: 52 Chambers Street, New York, NY 10007  
Email: [D24Proposals@schools.nyc.gov](mailto:D24Proposals@schools.nyc.gov)  
Phone: 212-374-7621

**V. Date, time and place of joint public hearings for this proposal.**

November 28, 2012 at 6:00 p.m.  
Elmhurst Educational Campus  
45-10 94<sup>th</sup> Street  
Queens, NY 11373

Questions about the proposal should be directed as indicated in section IV above.

Speaker sign-up will begin 30 minutes before the hearing and will close 15 minutes after the start.

**VI. Date, time and place of the Panel for Educational Policy meeting at which the Panel will vote on the proposed item.**

December 12, 2012 at 6:00 p.m.  
  
The High School of Fashion Industries  
225 West 24th Street  
New York, NY 10011