

BUILDING UTILIZATION PLAN

As described in greater detail in the attached Educational Impact Statement (“EIS”), the New York City Department of Education (DOE) is proposing to co-locate New Visions Charter High School for Advanced Math and Sciences II (“AMS II”), a new public charter school, in building X650 beginning in 2012-2013. Building X650 is located at 900 Tinton Avenue, Bronx, NY 10456, within the geographical confines of Community School District 8 (“District 8”). AMS II is a new public charter school that will serve students in grades nine through twelve at scale in building X650 where it will be co-located with Jane Addams High School for Academic Careers (08X650, “Jane Addams”), and 08X559, a new district career and technical education (“CTE”) school.¹ In addition, X650 houses a Living for the Young Family Through Education (“LYFE”) program that would also be co-located with HUM II.² 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.

If this co-location proposal is approved by the Panel for Educational Policy (“PEP”), AMS II would open in building X650 in September 2012 serving students in the ninth grade. AMS II would gradually phase into the X650 building by adding one grade every year until it reaches its full scale with grades nine through twelve in 2017-2018.

The DOE has separately proposed to co-locate a new district CTE high school 08X559 in building X650. If both proposals are approved by the PEP, AMS II would also be co-located with 08X559 in building X650.

In a separate EIS originally posted on December 22, 2011, and amended on February 3, 2012, the DOE proposed to phase out and eventually close Jane Addams, after an extensive review of data and community feedback indicating that the school is unable to turn around despite numerous efforts to improve instruction and school organization. If that proposal is approved, Jane Addams would no longer admit new ninth grade students after the end of the 2011-2012 school year. However, Jane Addams would continue to serve students currently enrolled in the school. Jane Addams’ enrollment would decrease gradually over the next three years and the school would complete phasing out in June 2015. For more details about the amended phase-out proposal, please visit the DOE’s Web site at <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2011-2012/Mar212012Proposals.htm>.

Pursuant to the New York State Charter Schools Act of 1998 (as amended May 2010), the following plan outlines the proposed allocation of classrooms and administrative space among Jane Addams, AMS II, and 08X559. It also includes a proposal for the collaborative usage of shared resources and spaces among Jane Addams, AMS II, and 08X559 including, but not limited to building X650’s cafeteria, library, gymnasium, and auditorium, 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 will be collaboratively finalized by the Building Council after the proposed co-location has been approved by the PEP.

METHODOLOGY

¹ Students enrolled in a CTE high school 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.

² The Living for the Young Family Through Education (LYFE) program supports pregnant and parenting students enrolled in a DOE school by providing childcare and referral services. Social Workers assigned to each of the LYFE centers provide social and emotional support for young parents to facilitate their academic progress as well as their progress as parents. The LYFE program operates independently of the high schools in X650. The LYFE program serves students in those schools, but may also serve students in other schools in the surrounding community as well.

We have applied the DOE Instructional Footprint (the “Footprint”) 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.³

JUSTIFICATION OF FEASIBILITY AND EQUITY OF CLASSROOM AND ADMINISTRATIVE SPACE ALLOCATIONS

The Footprint sets forth the baseline number of rooms that should be allocated to a school based on the grade levels served by the school and number of classes per grade. For existing schools, the Footprint is applied to the current number of classes and class size a school has programmed and is confirmed by a walk-through of the building by the Borough Director of Space Planning and the school’s principal.

For elementary schools serving grades kindergarten through five (and for all pre-kindergarten programs), the Footprint assumes that classes are self-contained. Therefore, the Footprint allocates one full-size⁴ room for each general education (“GE”) or Integrated Co-Teaching (“ICT”) section and a full-size or half-size⁵ room to accommodate each Self-Contained (“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.

At the elementary level, cluster or specialty classrooms are allocated as follows:

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

For grades six through twelve, the Footprint assumes that students move from class to class and that classrooms should be programmed at maximum efficiency. The Footprint 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, resources 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.

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

³ The Footprint is a tool to be used 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. Please refer to the following DOE Web site to access the Footprint:<http://schools.nyc.gov/community/planning/default.htm>

⁴ Full-size rooms have an area of 500 square feet or more.

⁵ Half-size rooms have an area of less than 500 square feet but greater than 239 square feet.

According to a building walk-through and survey performed on December 2, 2011 by the Bronx Director of Space Planning, building X650 has a total of 47 full-size rooms (including 2 science labs and 6 science demonstration rooms, 1 courtroom, 1 art room with kiln, 4 computer labs, 3 designed hair dressing classrooms, and 1 virtual enterprise room), 13 half-size rooms, and 12.5 full-size equivalent ("FSE") rooms of designed administrative/office space. Building X650 also has a cafeteria, a gymnasium, an auditorium, and a library. The below spaces are shared spaces or contain building services and will not be included in the allocation of space for individual schools:

- School Safety occupies 1 half-size room.
- The nurse's office occupies 1 half-size equivalent ("HSE") of designed administrative/office space.
- The custodian's office occupies 1 half-size room.
- The building's weight room occupies 1 full-size room.
- The Living for the Young Family through Education ("LYFE") program housed in building X650 occupies 2 full-size rooms.
- The science labs occupy 2 full-size rooms and will be shared by all school organizations from 2012-2013 through 2014-2015.

This BUP assumes that building X650’s specialty rooms are capable of being utilized for classroom instruction, either as they are or with some modifications. The DOE anticipates that Jane Addams and/or 08X559 would use at least some, if not all, of building X650’s specialty rooms for CTE programming. However, it may be necessary to do construction work on some of the specialty rooms to accommodate the co-located schools’ non-CTE course offerings in the X650 building in 2012-2013 or the subsequent years of the phase-out of Jane Addams and the phase-ins of HUM II and 08X559. The necessity and scope of any such facilities upgrades has not yet been determined. In the event that it may be necessary to convert specialty rooms into regular classrooms, the DOE would revise this BUP accordingly. Any capital improvements or facilities upgrades to the X650 building would be subject to the New York State Charter School Act of 1998 (as amended), which requires that where capital improvements or facility upgrades are made in excess of \$5,000 to accommodate the co-location of a charter school within a public school building, matching capital improvements or facility upgrades are to be made for each non-charter public school within the building.

Excluding the spaces outlined above, building X650 currently has a total of 44 full-size rooms, 11 half-size rooms, and 12.0 FSE rooms of designed administrative/office space remaining that can be allocated to schools once the co-location is in effect, as shown in the table below:

Summary	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)
Building Grand Total	47	13	12.5
Shared Spaces or Building Services	3 ⁶	2	0.5
Remaining Total to be Allocated in 20112012	44	11	12.0

2011-2012 (Current School Year):

The table below summarizes total enrollment and sections served at Jane Addams in building X650 in 2011-2012:

School Name	Grades Served	Total Enrollment ⁷	GE/ICT Sections
Jane Addams	9 - 12	706	29

The table below summarizes Jane Addams’ baseline footprint allocation of instructional and administrative rooms, which is based on the methodology described at the beginning of this document, and the amount of space the school is currently using:

2011-2012		Non-Admin Spaces		Administrative Spaces			Grand Total Space Allocations			
		Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Total Admin (FSE)	Total Full-Size Rooms	Total Half-Size Rooms	Designed Admin (FSE)
Jane Addams	Baseline Footprint Allocation	29	3	5.0	0	0	0	29	3	5.0
	Current Space Allocation	44	8	12.0	0	3	0	44	11	12.0

As demonstrated in the table above, Jane Addams is currently using many classrooms in excess of its baseline footprint allocation.

⁶ As mentioned, in the current school year, the 2 science labs are allocated to Jane Addams and are not considered shared spaces.

⁷ October 31, 2011 Audited Register

The table below summarizes the available space within building X650 after Jane Addams has received its baseline allocation of rooms per the Footprint, some of which will be allocated to AMS II and 08X559 in 2012-2013:

2011-2012	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline or Adjusted Allocation	15	8	7

2012-2013 (First Year of Implementation):

If this proposal, the proposal to co-locate 08X559 in building X650, and the proposal to phase out Jane Addams are approved, during the first year of implementation, AMS II will be co-located in building X650 with Jane Addams as it phases out and with 08X559 as it phases in. If these proposals are approved, the 2 science labs in the building will be shared by AMS II, 08X559, and Jane Addams from 2013-2013 until Jane Addams completes its phase-out in June 2015 and therefore will not be included in the allocation of space for individual schools during these three school years. As a result, the space remaining to be allocated will be reduced by 2 full-size rooms leaving a total of 42 full-size rooms to be allocated, as shown in the table below:

Summary	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)
Building Grand Total	47	13	12.5
Shared Spaces or Building Services	5	2	0.5
Remaining Total to be Allocated in 2012-2013	42	11	12.0

The table below summarizes the total projected enrollment and projected number of sections served at each school in 2012-2013, if the three proposals are approved:

School Name	Grades Served	Total Projected Enrollment ⁸	GE/ICT Sections
Jane Addams	10 - 12	440-490	19
AMS II	9	120-130 ⁹	5
08X559	9	130-140 ¹⁰	5

If the proposals are approved, after Jane Addams, AMS II, and 08X559 have received their respective baseline footprint allocations, the following number of rooms will remain unallocated:

⁸ The DOE's enrollment figures for the 2012-2013 school year and beyond are based on projections. Significant changes in enrollment could result in an amendment to this plan.
⁹ All projections referenced for AMS II for the 2012-2013 school year and beyond reflect the charter school's authorized enrollment pursuant to its charter application. Enrollment projections are based on a phase-in plan of 5 sections per entry grade in the first year of phase-in. Actual enrollment in 2012-2013, however, will depend on applicant demand.
¹⁰ Enrollment projections for 08X559 are based on a phase-in plan of 5 sections per entry grade in the first year phase-in. Actual enrollment in 2012-2013, however, will depend on applicant demand.

2012-2013	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline or Adjusted Allocation	13	6	4.5

The excess space would be allocated among Jane Addams, AMS II, and 08X559 based upon the following factors: the relative enrollment of the schools and the physical location of the available space in relation to the location of each school within the building. In 2012-2013, 6 specialty rooms (1 courtroom, 1 art room with kiln, 3 designed hair dressing classrooms and 1 virtual enterprise room) will be allocated as baseline and/or excess full-size rooms according to the schools' enrollments and/or programming needs.

The DOE believes that this plan is feasible and treats all schools equitably and comparably.

The table below summarizes the full 2012-2013 room allocation plan for Jane Addams, AMS II, and 08X559 based on their baseline footprint allocations, plus the excess space allocations:

2012-2013		Non-Admin Spaces		Administrative Spaces			Additional (Excess) Allocations			Grand Total Space Allocations			
		Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Total Admin (FSE)	Addl. Full-Size Rooms	Addl. Half-Size Rooms	Addl. Designed Admin (FSE)	Total Full-Size Rooms	Total Half-Size Rooms	Total Designed Admin (FSE)
Jane Addams	Baseline Footprint Allocation	19	3	3.5	0	0	3.5	7	3	3.0	26	6	6.5
AMS II	Baseline Footprint Allocation	5	1	2.0	0	0	2.0	3	1	0.5	8	2	2.5
08X559	Baseline Footprint Allocation	5	1	2.0	0	0	2.0	3	2	1.0	8	3	3.0

In total, Jane Addams will occupy 26 full-size rooms, 6 half-size rooms, and 6.5 FSE rooms of designed administrative/office space. AMS II will occupy 8 full-size rooms, 2 half-size rooms, and 2.5 FSE rooms of designed administrative/office space. 08X559 will occupy 8 full-size rooms, 3 half-size rooms, and 3.0 FSE rooms of designed administrative/office space.

The room change between the 2011-2012 school year and the 2012-2013 school year is reflected in the table below:

Room Change (+/-)	Current: 2011-2012 Grand Total Space Allocations			Proposed (Year 1): 2012-2013 Grand Total Space Allocations			Room Change (+/-)		
	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)
Jane Addams	44	11	12.0	26	6	6.5	-18	-5	-5.5

AMS II	-	-	-	8	2	2.5	+8	+2	+2.5
08X559	-	-	-	8	3	3.0	+8	+3	+3.0

2013-2014 (Second Year of Implementation):

If these proposals are approved, during the second year of implementation, AMS II will continue to be co-located in building X650 with Jane Addams as it phases out and with 08X559 as it phases in.

The table below summarizes the total projected enrollment and projected number of sections served at each school in 2013-2014, if the proposals are approved:

School Name	Grades Served	Total Projected Enrollment	GE/ICT Sections
Jane Addams	11 - 12	210-250	10
HUM II	9 - 10	240-260	10
08X559	9 - 10	260-280	10

After Jane Addams, AMS II, and 08X559 have received their respective baseline footprint allocations, the following number of rooms will remain unallocated:

2013-2014	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline or Adjusted Allocation	12	8	4.5

If these proposals are approved, the excess space will be allocated among Jane Addams, AMS II, and 08X559 based upon the following factors: the relative enrollments of the schools and the physical location of the available space in relation to the location of each school within the building. In 2013-2014, the 6 specialty rooms will be allocated as baseline and/or excess full-size rooms according to the schools' enrollment and/or programming needs. The DOE believes that this plan is feasible and treats all schools equitably and comparably.

The table below summarizes the full 2013-2014 room allocation plan for Jane Addams, AMS II, and 08X559 based on their baseline footprint allocations, plus the excess space allocations, if the proposals are approved:

2013-2014		Non-Admin Spaces		Administrative Spaces			Additional (Excess) Allocations			Grand Total Space Allocations			
		Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Total Admin (FSE)	Add. Full-Size Rooms	Add. Half-Size Rooms	Add. Designed Admin (FSE)	Total Full-Size Rooms	Total Half-Size Rooms	Total Designed Admin (FSE)
Jane Addams	Baseline Footprint Allocation	10	1	2.5	0	0	2.5	3	2	0.5	13	3	3.0
AMS II	Baseline Footprint Allocation	10	1	2.5	0	0	2.5	4	3	2.5	14	4	5.0

08X559	Baseline Footprint Allocation	10	1	2.5	0	0	2.5	5	3	1.5	15	4	4.0
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In total, Jane Addams will occupy 13 full-size rooms, 3 half-size rooms, and 3.0 FSE rooms of designed administrative/office space. AMS II will occupy 14 full-size rooms, 4 half-size rooms, and 5.0 FSE rooms of designed administrative/office space. 08X559 will occupy 15 full-size rooms, 4 half-size rooms, and 4.0 FSE rooms of designed administrative/office space.

The room change between the 2012-2013 school year and the 2013-2014 school year is reflected in the table below:

Room Change (+/-)	Proposed (Year 1): 2012-2013 Grand Total Space Allocations			Proposed (Year 2): 2013-2014 Grand Total Space Allocations			Room Change (+/-)		
	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)
Jane Addams	26	6	6.5	13	3	3.0	-13	-3	-3.5
AMS II	8	2	2.5	14	4	5.0	+6	+2	+2.5
08X559	8	3	3.0	15	4	4.0	+7	+1	+1.0

2014-2015 (Third Year of Implementation):

If these proposals are approved, during the third year of implementation, AMS II will continue to be co-located in building X650 with Jane Addams as it phases out and with 08X559 as it phases in. As stated earlier in this document, Jane Addams will complete phasing out in June 2015. Additionally, in the third year of implementation and beyond, AMS II will begin enrolling six sections of students in the ninth grade. This enrollment practice will continue until AMS II has reached its full scale for enrollment in 2017 – 2018 at which time, the DOE anticipates that AMS II will continue to serve six sections per grade in each grade,

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

School Name	Grades Served	Total Projected Enrollment	GE/ICT Sections
Jane Addams	12	95-135	6
AMS II	9 - 11	385-420	16
08X559	9 - 11	390-420	15

After Jane Addams, AMS II, and 08X559 have received their respective baseline footprint allocations, the following number of rooms will remain unallocated:

2014-2015	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline or Adjusted Allocation	5	5	4.0

The excess space will be allocated among Jane Addams, AMS II, and 08X559 based upon the following factors: the relative enrollment of the schools and the physical location of the available space in relation to the location of each school within the building. In 2014-2015, the 6 specialty rooms will be allocated as baseline and/or excess full-size rooms according to the schools' enrollments and/or programming needs. The DOE believes that this plan is feasible and treats all schools equitably and comparably.

The table below summarizes the full 2014-2015 room allocation plan for Jane Addams, AMS II, and 08X559 based on their baseline footprint allocations, plus the excess space allocations, if these proposals are approved:

2014-2015		Non-Admin Spaces		Administrative Spaces			Additional (Excess) Allocations			Grand Total Space Allocations			
		Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Total Admin (FSE)	Addl. Full-Size Rooms	Addl. Half-Size Rooms	Addl. Designed Admin (FSE)	Total Full-Size Rooms	Total Half-Size Rooms	Total Designed Admin (FSE)
Jane Addams	Baseline Footprint Allocation	6	1	2.0	0	0	2.0	0	0	0	6	1	2.0
AMS II	Baseline Footprint Allocation	16	3	3.0	0	0	3.0	2	2	2.0	18	5	5.0
08X559	Baseline Footprint Allocation	15	2	3.0	0	0	3.0	3	3	2.0	18	5	5.0

In total, Jane Addams will occupy 6 full-size rooms, 1 half-size room, and 2.0 FSE rooms of designed administrative/office space. AMS II will occupy 18 full-size rooms, 5 half-size rooms, and 5.0 FSE rooms of designed administrative/office space. 08X559 will occupy 18 full-size rooms, 5 half-size rooms, and 5.0 FSE rooms of designed administrative/office space.

The room change between the 2013-2014 school year and the 2014-2015 school year is reflected in the table below:

Room Change (+/-)	Proposed (Year 2): 2013-2014 Grand Total Space Allocations			Proposed (Year 3): 2014-2015 Grand Total Space Allocations			Room Change (+/-)		
	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)
Jane Addams	13	3	3.0	6	1	2.0	-7	-2	-1.0
HUM II	14	4	5.0	18	5	5.0	+4	+1	0
08X559	15	4	4.0	18	5	5.0	+3	+1	+1.0

2015-2016 (Fourth Year of Implementation):

If these proposals are approved, during the fourth year of implementation, AMS II and 08X559 will complete their phase-ins and 08X559 will reach full scale. As discussed earlier, Jane Addams would complete phasing out at the conclusion of the 2014-2015 school year and would no longer occupy space in the building. The 2 science labs in the building would no longer be considered shared space and one science lab would be allocated to AMS II and one science lab would be allocated to 08X559. The change in shared space to be allocated is shown in the table below:

Summary	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)
Building Grand Total	47	13	12.5
Shared Spaces or Building Services	3	2	0.5
Remaining Total to be Allocated in 2012-2013	44	11	12.0

The table below summarizes the total projected enrollment and projected number of sections served at each school in 2015-2016, if the proposals are approved:

School Name	Grades Served	Total Projected Enrollment	GE/ICT Sections
Jane Addams	-	-	-
AMS II	9 - 12	530-580	22
08X559	9 - 12	520-560	20

After AMS II and 08X559 have received their respective baseline footprint allocations, the following number of rooms will remain unallocated:

2015-2016	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline or Adjusted Allocation	2	6	4.0

The excess space will be allocated between AMS II and 08X559 based upon the following factors: the relative enrollment of the schools and the physical location of the available space in relation to the location of each school within the building. In 2015-2016, the 6 specialty rooms will be allocated as baseline full-size rooms according to the schools' projected enrollment and/or programming needs. The DOE believes that this plan is feasible and treats all schools equitably and comparably.

The table below summarizes the full 2015-2016 room allocation plan for AMS II and 08X559 based on their baseline footprint allocations, plus the excess space allocations:

2015-2016	Non-Admin Spaces		Administrative Spaces				Additional (Excess) Allocations			Grand Total Space Allocations		
	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Total Admin (FSE)	Addl. Full-Size Rooms	Addl. Half-Size Rooms	Addl. Designed Admin (FSE)	Total Full-Size Rooms	Total Half-Size Rooms	Total Designed Admin (FSE)

Jane Addams	Baseline Footprint Allocation	-	-	-	-	-	-	-	-	-	-	-	-
AMS II	Baseline Footprint Allocation	22	3	4.0	0	0	4.0	1	3	2.5	23	6	6.5
08X559	Baseline Footprint Allocation	20	2	4.0	0	0	4.0	1	3	1.5	21	5	5.5

In total, AMS II will occupy 23 full-size rooms, 6 half-size rooms, and 6.5 FSE rooms of designed administrative/office space. 08X559 will occupy 21 full-size rooms, 5 half-size rooms, and 5.5 FSE rooms of designed administrative/office space.

The room change between the 2014-2015 school year and the 2015-2016 school year is reflected in the table below:

Room Change (+/-)	Proposed (Year 3): 2014-2015 Grand Total Space Allocations			Proposed (Year 4): 2015-2016 Grand Total Space Allocations			Room Change (+/-)		
	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)
Jane Addams	6	1	2.0	0	0	0	-6	-1	-2.0
AMS II	18	5	5.0	23	6	6.5	+5	+1	+1.5
08X559	18	5	5.0	21	5	5.5	+3	0	+0.5

2016-2017 (Fifth Year of Implementation)

If this proposal is approved, during the fifth year of implementation, both schools will have reached full scale in terms of grade-span. However, as discussed, it will take an additional year for AMS II to reach full scale and serve six sections of students across all grades.

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

School Name	Grade Span	Total Projected Enrollment	GE/ICT Sections
AMS II	9 - 12	555 – 610	23
08X559	9 - 12	520-560	15

After AMS II and 08X559 have received their respective baseline footprint allocations, the following number of rooms will remain unallocated:

2016-2017	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocation	1	6	4.0

The excess space will be allocated between AMS II and 08X559 based upon the following factors: the relative enrollment of the schools and the physical location of the available space in relation to the location of each school within the building. In 2016-2017, the 6 specialty rooms will be allocated as baseline full-size rooms according to the schools' projected enrollment and/or programming needs. The DOE believes that this plan is feasible and treats all schools equitably and comparably. The DOE believes that this plan is feasible and treats all schools equitably and comparably.

The table below summarizes the full 2016-2017 room allocation plan for AMS II and 08X559 based on their baseline footprint allocations, plus the excess space allocations.

2016-2017		Non-Admin Spaces		Administrative Spaces			Additional (Excess) Allocations			Grand Total Space Allocations			
		Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Total Admin (FSE)	Add. Full-Size Rooms	Add. Half-Size Rooms	Add. Designed Admin (FSE)	Total Full-Size Rooms	Total Half-Size Rooms	Total Designed Admin (FSE)
AMS II	Baseline Footprint Allocation	23	3	4.0	0	0	4.0	1	4	2.5	24	7	6.5
08X559	Baseline Footprint Allocation	20	2	4.0	0	0	4.0	0	2	1.5	20	4	5.5

In total, AMS II will occupy 24 full-size rooms, 7 half-size rooms, and 6.5 FSE rooms of designed administrative/office space. 08X559 will occupy 20 full-size rooms, 4 half-size rooms, and 5.5 FSE rooms of designed administrative/office space.

The room change between the 2015-2016 school year and the 2016-2017 school year is reflected in the table below.

Room Change (+/-)	Proposed (Year 4): 2015-2016 Grand Total Space Allocations			Proposed (Year 5): 2016-2017 Grand Total Space Allocations			Room Change (+/-)		
	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)
AMS II	23	6	6.5	24	7	6.5	+1	+1	0
08X559	21	5	5.5	20	4	5.5	-1	-1	0

2017-2018 (Final Year of Implementation)

If this proposal is approved, during the final year of implementation, AMS II’s enrollment will reach full scale and the school will serve six sections of students across all grades.

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

School Name	Grade Span	Total Projected Enrollment	GE/ICT Sections
AMS II	9 - 12	580 - 640	24
08X559	9 - 12	520-560	20

After AMS II and 08X559 have received their respective baseline footprint allocations, the following number of rooms will remain unallocated:

2017-2018	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocation	0	6	4.0

The excess space will be allocated between AMS II and 08X559 based upon the following factors: the relative enrollment of the schools and the physical location of the available space in relation to the location of each school within the building. In 2017-2018, the 6 specialty rooms will be allocated as baseline full-size rooms according to the schools’ projected enrollment and/or programming needs. The DOE believes that this plan is feasible and treats all schools equitably and comparably.

The table below summarizes the full 2017-2018 room allocation plan for AMS II and 08X559 based on their baseline footprint allocations, plus the excess space allocations.

2017-2018		Non-Admin Spaces		Administrative Spaces			Additional (Excess) Allocations			Grand Total Space Allocations			
		Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Total Admin (FSE)	Add. Full-Size Rooms	Add. Half-Size Rooms	Add. Designed Admin (FSE)	Total Full-Size Rooms	Total Half-Size Rooms	Total Designed Admin (FSE)
AMS II	Baseline Footprint Allocation	24	3	4.0	0	0	4.0	0	4	3.0	24	7	7.0
08X559	Baseline Footprint Allocation	20	2	4.0	0	0	4.0	0	2	1.0	20	4	5.0

In total, AMS II will occupy 24 full-size rooms, 7 half-size rooms, and 7.0 FSE rooms of designed administrative/office space. 08X559 will occupy 20 full-size rooms, 4 half-size rooms, and 5.0 FSE rooms of designed administrative/office space.

The room change between the 2016-2017 school year and the 2017-2018 school year is reflected in the table below.

Room Change (+/-)	Proposed (Year 4): 2016-2017 Grand Total Space Allocations			Proposed (Year 5): 2017-2018 Grand Total Space Allocations			Room Change (+/-)		
	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)	Full-Size Rooms	Half-Size Rooms	Designed Admin (FSE)
AMS II	24	7	6.5	24	7	7.0	0	0	+5
08X559	20	4	5.5	20	4	5.0	0	0	-5

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 would have in each of the shared spaces in building X650. The final shared space schedule would be collaboratively drafted by the Building Council after the proposed co-location has been approved by the PEP.

JUSTIFICATION OF FEASIBILITY AND EQUITY OF PROPOSED SHARED SPACE PLAN

This proposed Shared Space Plan is based upon the population size and other relevant factors further described below for each co-located school. Although the DOE has proposed how the shared spaces in the building may be utilized, 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 would 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 would follow the dispute resolution procedures outlined in the Campus Policy Memo available at the following link: <http://schools.nyc.gov/community/campusgov/KeyDocuments/CampusMemo.htm>.)

The proposed schedule below is based on the projected enrollment of each co-located school, the grade span of each co-located school, the number of sections served by each co-located school, the total capacity of each shared space, and the start and end times of the school day based on the Office of Pupil Transportation's bus schedule for a regular school day.¹¹

In planning how Jane Addams, AMS II, and 08X559 may use the shared spaces, the DOE has applied the factors described above to develop a proposed plan that allocates time in each space equitably.

Cafeteria

- The total time allocated to each school in the cafeteria is primarily based upon each school's projected enrollment, the grade levels served by each school, and the capacity of the cafeteria. The DOE notes that the proposed schedule below allocates the most amount of time to the schools with the largest enrollment. The DOE believes that this plan is feasible and treats all schools equitably and comparably. The Building Council is empowered to make alternative arrangements to the below proposal. All schools will be able to serve their entire student bodies in the designated lunch periods below because the cafeteria has the capacity to accommodate 424 students.
- In the proposed plan below, Jane Addams is allocated 2 hours and 20 minutes daily in the cafeteria for lunch, 08X559 and AMS II are both allocated 45 minutes daily in the cafeteria for lunch..
- With regard to breakfast, the DOE notes that traditionally not all students have opted to participate in the breakfast program at Jane Addams. The DOE has allocated time to Jane Addams, 08X559, and AMS II in the cafeteria for breakfast based on their respective start times and/or their current breakfast schedules. The DOE has allocated the same breakfast time slot in the cafeteria for 08X559 and AMS II since both schools will have smaller enrollment in 2012-2013 and will likely start their school day at 8:30 a.m. The cafeteria can readily accommodate both schools' participants in the breakfast program. Jane Addams is allocated the earlier and longer time period for breakfast since Jane Addams has a larger number of students and begins the school day at 8:00 a.m.
- Including both breakfast and lunch, Jane Addams is allocated 16 hours and 40 minutes in the cafeteria weekly, 08X559 and AMS II are allocated 6 hours and 15 minutes weekly in the cafeteria.

Gymnasium, Weight Room, Science Labs, Library, and Auditorium

¹¹ See the DOE's Office of Pupil Transportation Web site at <https://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/SearchResult.aspx>.

Gymnasium and Weight Room

- The gymnasium in building X650 has a capacity of 160 students. School organizations will be allocated time in the weight room during the same time that they are allocated time in the gymnasium in an effort to provide students with the option of utilizing both the weight room or gymnasium during the physical education class period.
- The DOE notes that both the gymnasium and weight room are shared spaces. The DOE is proposing to allocate time in the gymnasium and weight room based on the projected enrollments and projected number of sections served at each of the co-located schools in the building for 2012-2013. The DOE's allocations are based on the assumption that the gymnasium would not be used for more than 50 students at a time. The weight room's capacity is not available and the amount of students able to utilize the weight room will be determined by the physical education instructor.
 - Jane Addams will serve approximately 440-480 high school students in forty 30-minute periods of gym weekly, and it has been allocated a total of 20 hours per week in the gymnasium. Jane Addams has also been allocated 20 hours weekly in the weight room.
 - 08X559 will serve approximately 130-140 high school students in sixteen 30-minute periods of gym weekly, and it has been allocated a total of 8 hours per week in the gymnasium. HUM II has also been allocated 8 hours weekly in the weight room.
 - AMS II will serve approximately 120-130 high school students in fourteen 30-minute periods of gym weekly, and it has been allocated a total of 7 hours per week in the gymnasium. 08X559 has also been allocated 7 hours weekly in the weight room.

Science Labs 1 and 2

- The DOE notes that building X650's two science labs will be shared spaces beginning in 2012-2013. The proposed schedule below is based on the relative projected enrollments for each of the co-located schools.
- Since Jane Addams will serve the greatest number of students in 2012-2013, it has been allocated all time in Science Lab 1. This totals 7 hours per day and 35 hours per week in Science Lab 1.
- 08X559 and AMS II are each allocated time in the Science Lab 2. The 2 schools are each allocated 3 hours and 10 minutes daily for a total of 15 hours and 50 minutes weekly in Science Lab 2.

Library

- The DOE notes that building X650's library is a shared space. The proposed schedule below is based on the relative projected enrollments for each of the co-located schools.
- Since Jane Addams will serve the greatest number of students in 2012-2013, it has been allocated approximately 19 hours and 10 minutes per week in the library, the most time of any school in building X650. 08X559 and AMS II will serve a similar number of students and have both been allocated approximately 6 hours and 40 minutes per week in the library.

Auditorium

- The auditorium in building X650 has a capacity of 705 students.
- The DOE notes that the auditorium is a shared space and proposes that Jane Addams receive the greatest amount of time in the auditorium based on the fact that it will serve the most students compared to the other schools in the building.
 - Jane Addams has been allocated 19 hours and 10 minutes weekly in the auditorium.

- AMS II and 08X559 have each been allocated 5 hours and 50 minutes weekly in the auditorium.

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 these spaces beyond 3:00 p.m. Thus, the Building Council would allocate this space as needed for after-school programs.
- As noted in this BUP, the Building Council will address any requests to use all shared spaces after school hours and will resolve all conflicts. The Building Council is free to deviate from the proposed Shared Space Plan to accommodate specific programmatic needs of all groups within each school as is feasible and equitable, provided that the Building Council comes to an agreement on the final shared space plan collaboratively. This agreement could result in the current schools in the building changing their use of the shared space once AMS II and 08X559 are co-located in the building.

In 2012-2013, the DOE projects Jane Addams will serve approximately 550-580 students, 08X559 will serve approximately 130-140 students, and AMS II will serve approximately 120-130 students in building X650, if these proposals are approved. Based on the Office of Pupil Transportation's bus schedules for the earliest start and latest end times of the school day, Jane Addams' school day runs from 8:00 a.m. to 3:00 p.m. Since AMS II is a new school, it does not have a current school start or end time. However, the DOE notes that two other charter schools in the New Visions network (the New Visions Charter High School for the Humanities I, 84X553, and the New Visions Charter High School for Advanced Math & Science I, 84X539) have school days that run from approximately 8:30 a.m. to 4:30 p.m. The proposed schedule below assumes that AMS II's school day would run from 8:30 a.m. to 4:30 p.m. 08X559 is also a new school and therefore does not yet have start and end times, but the DOE assumes that its school day would run from 8:30 a.m. to 3:30 p.m.¹²

¹² Please refer to DOE's Office of Pupil Transportation Web site at <https://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/SearchResult.aspx>.

Space	Monday	Tuesday	Wednesday	Thursday	Friday
Cafeteria (Capacity: 424)	<p><u>Breakfast:</u> Jane Addams 7:00 a.m. – 8:00 a.m.</p> <p>08X559 & AMS II 8:00 a.m. – 8:30 a.m.</p> <p><u>Lunch:</u> Jane Addams 10:30 a.m. – 12:50 p.m.</p> <p>AMS II 12:50 p.m. – 1:35 p.m.</p> <p>08X559 1:35 p.m. – 2:20 p.m.</p>	<p><u>Breakfast:</u> Jane Addams 7:00 a.m. – 8:00 a.m.</p> <p>08X559 & AMS II 8:00 a.m. – 8:30 a.m.</p> <p><u>Lunch:</u> Jane Addams 10:30 a.m. – 12:50 p.m.</p> <p>AMS II 12:50 p.m. – 1:35 p.m.</p> <p>08X559 1:35 p.m. – 2:20 p.m.</p>	<p><u>Breakfast:</u> Jane Addams 7:00 a.m. – 8:00 a.m.</p> <p>08X559 & AMS II 8:00 a.m. – 8:30 a.m.</p> <p><u>Lunch:</u> Jane Addams 10:30 a.m. – 12:50 p.m.</p> <p>AMS II 12:50 p.m. – 1:35 p.m.</p> <p>08X559 1:35 p.m. – 2:20 p.m.</p>	<p><u>Breakfast:</u> Jane Addams 7:00 a.m. – 8:00 a.m.</p> <p>08X559 & AMS II 8:00 a.m. – 8:30 a.m.</p> <p><u>Lunch:</u> Jane Addams 10:30 a.m. – 12:50 p.m.</p> <p>AMS II 12:50 p.m. – 1:35 p.m.</p> <p>08X559 1:35 p.m. – 2:20 p.m.</p>	<p><u>Breakfast:</u> Jane Addams 7:00 a.m. – 8:00 a.m.</p> <p>08X559 & AMS II 8:00 a.m. – 8:30 a.m.</p> <p><u>Lunch:</u> Jane Addams 10:30 a.m. – 12:50 p.m.</p> <p>AMS II 12:50 p.m. – 1:35 p.m.</p> <p>08X559 1:35 p.m. – 2:20 p.m.</p>
Gymnasium (Capacity: 160)	<p>Jane Addams 08:00 a.m. – 10:00 a.m.</p> <p>AMS II 10:30 a.m. – 12:00 p.m.</p> <p>08X559 12:00 p.m. – 1:00 p.m.</p> <p>Jane Addams 1:00 p.m. – 3:00 p.m.</p> <p>08X559 3:00 p.m. – 3:30 p.m.</p>	<p>Jane Addams 08:00 a.m. – 10:00 a.m.</p> <p>AMS II 10:30 a.m. – 12:00 p.m.</p> <p>08X559 12:00 p.m. – 1:00 p.m.</p> <p>Jane Addams 1:00 p.m. – 3:00 p.m.</p> <p>08X559 3:00 p.m. – 3:30 p.m.</p>	<p>Jane Addams 08:00 a.m. – 10:00 a.m.</p> <p>AMS II 10:30 a.m. – 12:00 p.m.</p> <p>08X559 12:00 p.m. – 1:00 p.m.</p> <p>Jane Addams 1:00 p.m. – 3:00 p.m.</p> <p>08X559 3:00 p.m. – 3:30 p.m.</p>	<p>Jane Addams 08:00 a.m. – 10:00 a.m.</p> <p>AMS II 10:30 a.m. – 12:00 p.m.</p> <p>08X559 12:00 p.m. – 1:00 p.m.</p> <p>Jane Addams 1:00 p.m. – 3:00 p.m.</p> <p>08X559 3:00 p.m. – 3:30 p.m.</p>	<p>Jane Addams 08:00 a.m. – 10:00 a.m.</p> <p>AMS II 10:30 a.m. – 11:30 a.m.</p> <p>08X559 11:30 a.m. – 1:00 p.m.</p> <p>Jane Addams 1:00 p.m. – 3:00 p.m.</p> <p>08X559 3:00 p.m. – 3:30 p.m.</p>

<p>Weight Room</p>	<p>Jane Addams 08:00 a.m. – 10:00 a.m.</p> <p>AMS II 10:30 a.m. – 12:00 p.m.</p> <p>08X559 12:00 p.m. – 1:00 p.m.</p> <p>Jane Addams 1:00 p.m. – 3:00 p.m.</p> <p>08X559 3:00 p.m. – 3:30 p.m.</p>	<p>Jane Addams 08:00 a.m. – 10:00 a.m.</p> <p>AMS II 10:30 a.m. – 12:00 p.m.</p> <p>08X559 12:00 p.m. – 1:00 p.m.</p> <p>Jane Addams 1:00 p.m. – 3:00 p.m.</p> <p>08X559 3:00 p.m. – 3:30 p.m.</p>	<p>Jane Addams 08:00 a.m. – 10:00 a.m.</p> <p>AMS II 10:30 a.m. – 12:00 p.m.</p> <p>08X559 12:00 p.m. – 1:00 p.m.</p> <p>Jane Addams 1:00 p.m. – 3:00 p.m.</p> <p>08X559 3:00 p.m. – 3:30 p.m.</p>	<p>Jane Addams 08:00 a.m. – 10:00 a.m.</p> <p>AMS II 10:30 a.m. – 12:00 p.m.</p> <p>08X559 12:00 p.m. – 1:00 p.m.</p> <p>Jane Addams 1:00 p.m. – 3:00 p.m.</p> <p>08X559 3:00 p.m. – 3:30 p.m.</p>	<p>Jane Addams 08:00 a.m. – 10:00 a.m.</p> <p>AMS II 10:30 a.m. – 11:30 a.m.</p> <p>08X559 11:30 a.m. – 1:00 p.m.</p> <p>Jane Addams 1:00 p.m. – 3:00 p.m.</p> <p>08X559 3:00 p.m. – 3:30 p.m.</p>
<p>Science Lab 1</p>	<p>Jane Addams 8:00 a.m. – 3:00 p.m.</p>				
<p>Science Lab 2</p>	<p>08X559 08:30 a.m. – 11:00 a.m.</p> <p>AMS II 11:00 a.m. – 12:40 p.m.</p> <p>08X559 12:50 p.m. – 1:30 p.m.</p> <p>AMS II 1:30 p.m. – 3:00 p.m.</p>	<p>08X559 08:30 a.m. – 11:00 a.m.</p> <p>AMS II 11:00 a.m. – 12:40 p.m.</p> <p>08X559 12:50 p.m. – 1:30 p.m.</p> <p>AMS II 1:30 p.m. – 3:00 p.m.</p>	<p>08X559 08:30 a.m. – 11:00 a.m.</p> <p>AMS II 11:00 a.m. – 12:40 p.m.</p> <p>08X559 12:50 p.m. – 1:30 p.m.</p> <p>AMS II 1:30 p.m. – 3:00 p.m.</p>	<p>08X559 08:30 a.m. – 11:00 a.m.</p> <p>AMS II 11:00 a.m. – 12:40 p.m.</p> <p>08X559 12:50 p.m. – 1:30 p.m.</p> <p>AMS II 1:30 p.m. – 3:00 p.m.</p>	<p>08X559 08:30 a.m. – 11:00 a.m.</p> <p>AMS II 11:00 a.m. – 12:40 p.m.</p> <p>08X559 12:50 p.m. – 1:30 p.m.</p> <p>AMS II 1:30 p.m. – 3:00 p.m.</p>

<p>Auditorium (Capacity: 705)</p>	<p>Jane Addams 8:00 a.m. – 11:50 p.m.</p> <p>08X559 12:00 p.m. – 1:20 p.m.</p> <p>AMS II 1:30 p.m. – 2:50 p.m.</p>	<p>Jane Addams 8:00 a.m. – 11:50 p.m.</p> <p>08X559 12:00 p.m. – 1:20 p.m.</p> <p>AMS II 1:30 p.m. – 2:50 p.m.</p>	<p>Jane Addams 8:00 a.m. – 11:50 p.m.</p> <p>08X559 12:00 p.m. – 1:20 p.m.</p> <p>AMS II 1:30 p.m. – 2:50 p.m.</p>	<p>Jane Addams 8:00 a.m. – 11:50 p.m.</p> <p>08X559 12:00 p.m. – 1:20 p.m.</p> <p>AMS II 1:30 p.m. – 2:50 p.m.</p>	<p>Jane Addams 8:00 a.m. – 11:50 p.m.</p> <p>08X559 12:00 p.m. – 1:20 p.m.</p> <p>AMS II 1:30 p.m. – 2:50 p.m.</p>
<p>Library (Capacity: N/A)</p>	<p>AMS II 8:30 a.m. – 9:40 a.m.</p> <p>08X559 9:45 a.m. – 10:55 a.m.</p> <p>Jane Addams 11:05a.m. – 2:55 p.m.</p>	<p>AMS II 8:30 a.m. – 9:40 a.m.</p> <p>08X559 9:45 a.m. – 10:55 a.m.</p> <p>Jane Addams 11:05a.m. – 2:55 p.m.</p>	<p>AMS II 8:30 a.m. – 9:40 a.m.</p> <p>08X559 9:45 a.m. – 10:55 a.m.</p> <p>Jane Addams 11:05a.m. – 2:55 p.m.</p>	<p>AMS II 8:30 a.m. – 9:40 a.m.</p> <p>08X559 9:45 a.m. – 10:55 a.m.</p> <p>Jane Addams 11:05a.m. – 2:55 p.m.</p>	<p>AMS II 8:30 a.m. – 9:40 a.m.</p> <p>08X559 9:45 a.m. – 10:55 a.m.</p> <p>Jane Addams 11:05a.m. – 2:55 p.m.</p>

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

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; United Federation of Teachers ("UFT") Chapter Leader; Custodial Engineer/designee; and In-house School Safety Agent Level III, among others. The committee is responsible for addressing safety matters on an ongoing basis and making appropriate recommendations to the principal(s) when it identifies the need for additional security measures, intervention, training, etc.

The committee is also responsible for developing a comprehensive School Safety Plan 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, if the phase-in and phase-out proposals for X650 are approved, the respective leader/designees of AMS II ,08X559, and Jane Addams will be part of the X650 building School Safety Committee. As members of the School Safety Committee, these leader/designees will participate in the development of the building's Safety Plan and ensure that any security-related issues or needs that may arise with respect to the co-location of AMS II, Jane Addams, and 08X559 will be addressed on an ongoing basis. Moreover, the Safety Plan for the X650 school building will be modified as appropriate to meet any changing security needs associated with the co-location. AMS II, Jane Addams, and 08X559 will enter information in the X650 schools' overall Safety Plan to ensure the safe operation of the school building.

Each school building must also establish a Building Response Team ("BRT") that will consist of trained staff members from each school on the campus, 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 X650 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 New York City Police Department ("NYPD") for final approval and certification by the NYPD.

There are no unusual building safety and security concerns anticipated from this proposed co-location.

Proposed Communications Strategy

Representatives from the co-located schools will utilize a variety of collaborative decision-making strategies to address issues that may arise and will communicate and cooperate on an as-needed basis. Additionally, as per the Campus Policy Memo 2011, co-located schools on campuses must actively participate in a Building Council, which is a campus structure for administrative decision-making for issues impacting all schools in the building.¹³ Only principals and charter leaders serve on the Building Council. The Building Council 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 Building Council principals and charter school leaders, where applicable, communicate their decisions campus-wide to staff, students and parents, especially as related to issues of safety, shared space, campus schedules, split-staff agreements, and extended facility use.

A Shared Space Committee shall be established by the principals of the schools at campuses where charter schools are co-located in a public school building with one or more non-charter schools or District 75 schools, as set forth in Chancellor's Regulation A-190. With respect to charter co-locations approved after May 28, 2010, the effective date of the Amended Charter School Act, the Shared Space Committee is to review the implementation of the BUP once it has been approved by the PEP. With respect to charter schools that were approved to be located or co-located in a public school building prior to the effective date of the Amended Charter School Act, the Shared Space Committee shall review implementation of the current building space plans in place at those buildings. The Shared Space Committee will meet at minimum four times per year.

The Shared Space Committee 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 Shared Space Committee members shall be selected by the corresponding constituent member of the School Leadership Team of the school. Charter school leaders will work with their constituencies to select the parent and teacher representing that school. Shared Space Committee agendas and minutes shall be shared with the Building Council. Shared Space Committee members may be asked to communicate with their constituencies about the BUP and its campus implementation.

¹³ The Campus Policy Memo 2011 is available at <http://schools.nyc.gov/community/campusgov/KeyDocuments/CampusMemo.htm>.