

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 open and co-locate¹ a new public charter school, Achievement First Aspire Charter School (84KTBD, "AF Aspire"), in buildings K202 ("K202") and K958 ("K958"), located at 982 Hegeman Avenue, Brooklyn, NY 11208, in Community School District 19 beginning in 2013-2014. AF Aspire will serve students in kindergarten through fifth grade, and intends to expand to serve students in kindergarten through eighth grade.² If this proposal is approved, AF Aspire will be co-located in K202 and K958 with P.S. 202 Ernest S. Jenkyns (19K202, "P.S. 202"), an existing DOE school that currently serves students in kindergarten through eighth grades ("K-8") and offers a full-day pre-kindergarten program. In addition to the main K202 building, P.S. 202's students are also served in transportable class units (K958, "TCUs") that are located adjacent to K202.³ P.S. 202 is the only existing school in these buildings. P.S. 202 serves zoned kindergarten through fifth grade students, while sixth through eighth grade students are admitted through the District 19 Middle School Choice process.

In a separate Educational Impact Statement ("EIS ") published in September 2012, which is available at:<http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2012-2013/Nov2012Proposals>, the DOE has proposed to gradually truncate the middle school grades of P.S. 202. This EIS resulted from a school initiated truncation request. If the truncation proposal is approved by the Panel for Educational Policy ("PEP"), P.S. 202 will no longer enroll sixth grade students after the conclusion of the 2012-2013 school year. One middle school grade will then be truncated in each subsequent year. In the 2013-2014 school year, P.S. 202 will serve students in kindergarten through fifth grade and seventh through eighth grade. In the 2014-2015 school year, P.S. 202 will serve students in kindergarten through fifth grade and eighth grade. After June 2015, P.S. 202 will no longer serve middle school students.

For the purposes of this EIS describing the proposal to open and co-locate AF Aspire, it is assumed that the proposal to truncate will be approved by the PEP. However, if the proposal to truncate is not approved, the DOE still believes there is space for the co-location of AF Aspire with P.S. 202 in buildings K202 and K958. Furthermore, if the proposal to truncate is not approved, this EIS and the accompanying Building Utilization Plan ("BUP") will be revised as necessary.

In Summer 2010, AF Aspire's charter was authorized by the State University of New York Charter Schools Institute ("SUNY CSI") to serve students in kindergarten through fifth grade. AF Aspire will be managed by Achievement First Schools ("Achievement First"), a Charter Management Organization ("CMO"). AF Aspire will open with kindergarten and first grade classes in 2013-2014, and will add one grade each year until it serves students in kindergarten through fifth grade in 2017-2018. The school will admit students via the charter lottery application process, with preference given to District 19 residents.⁴ AF Aspire has informed the DOE that it intends to apply to SUNY CSI to expand its grade span to serve students in kindergarten through eighth grade, reaching full scale in 2020-2021. Only SUNY CSI has the authority to approve or deny that request. Should SUNY CSI deny AF Aspire's request to expand, or if AF Aspire fails to make this request, AF Aspire will only serve its approved grade span of kindergarten through fifth grade.

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 P.S. 202 and AF Aspire. It also includes a proposal for the collaborative usage of shared resources and spaces between P.S. 202 and AF Aspire, including but not limited to cafeterias, libraries, 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 will be collaboratively finalized by the Building Council if the proposed co-location has been approved by the Panel for Educational Policy.

¹ 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.

² As explained further below, pursuant to its charter, AF Aspire is currently authorized to serve students in kindergarten through fifth grade. AF Aspire intends to apply to expand its grade span to serve kindergarten through eighth grade.

³ These TCUs currently house P.S. 202's art room and parent center.

⁴ For more information about the charter school lottery application process, please consult the DOE's directory of NYC Charter Schools, which can be accessed on the DOE's website: <http://schools.nyc.gov/community/planning/charters/For+Parents>.

METHODOLOGY

The DOE has applied the NYC Department of Education Instructional Footprint (“Footprint”)⁵ to all schools and/or programs outlined in this plan to allocate rooms in an unbiased manner, and has 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 classes and class size a school has programmed and is confirmed by a walk-through of the building by a representative from the Office of Space Planning and the school’s principal. For elementary schools serving grades K-5 and offering a pre-kindergarten section, the Footprint assumes that classes are self-contained (“SC”), meaning that each class remains in their homeroom throughout the day except for when they are scheduled for a cluster activity (i.e. art) or lunch, recess, etc. Further, this assumes that at those times the homeroom classroom remains empty. Therefore, the Footprint allocates one full-size classroom for each general education (“GE”) or Integrated-Co Teaching (“ICT”) section and a full-size or half-size classroom to accommodate each self-contained (“SC”) special education section served by the school. In addition, schools serving grades K-5 receive an allocation of cluster or specialty classrooms proportionate to the number of students enrolled. These classrooms 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 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 6-12, 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.

Space is allocated to District 75 programs according to the DOE’s District 75 Instructional Footprint (“D75 Footprint”). D75 programs are also provided access to shared spaces such as the gymnasium, the library, the auditorium, and the cafeteria, and spaces such as OT/PT rooms, the nurse’s office, etc. or provided with space for comparable purposes. Furthermore, excess space in buildings where District 75 programs are co-located with other organizations will be equitably distributed to all organizations based on a percentage of the student enrollment, except that the excess allocations to District 75 programs are based on the number of sections of students, rather than the number of students.

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.

⁵ 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/rdonlyres/78D715EA-EC50-4AD1-82D1-1CAC544F5D30/0/DOEFOOTPRINTSConsolidatedVersion2011_FINAL.pdf

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 May 18, 2012 by the Office of Space Planning, buildings K202 and K958 have a total of 67 full-size classrooms/spaces,⁶ 12 half-size classrooms/spaces,⁷ 1 quarter-size space that can be used for administrative purposes, and 2.5 full-size equivalent ("FSE") rooms of designed administrative office/space. Building K202 also contains a gymnasium, auditorium, lunchroom, science demonstration room, library, and two multipurpose rooms. The below spaces are shared spaces or contain building services and will not be included in the allocation of space for an individual school:

- School nurse occupies 1.0 FSE designed administrative space.
- Custodian's office occupies 1 half-size space.
- School Based Support Team ("SBST") occupies 1 half-size space.

Excluding the spaces outlined above, between the K202 and K958 buildings, there are 67 full-size classrooms, 10 half-size classrooms/spaces, 1 quarter-size space, and 1.5 FSE designed administrative office/space remaining that can be allocated to schools.

Summary	FS	HS	QS	Designed Admin (FSE)
Buildings K202 and K958	67	12	1	2.5
SHARED SPACES or Building Services	0	2	0	1.0
Remaining Total to be Allocated	67	10	1	1.5

2012-2013 (CURRENT SCHOOL YEAR)

The table below summarizes the total enrollment and sections served at P.S. 202 in 2012-2013.

2012-2013	Grades Served	Total Enrolled ^{8,9}	GE/ICT Sections	SC Sections
P.S. 202	K-8	866	34	4

The table below summarizes P.S. 202's baseline and adjusted baseline Footprint allocations, which are based on the methodology described at the beginning of this document, and the amount of space that the school is currently using. The DOE has adjusted P.S. 202's baseline Footprint allocation for the following reasons:

- Traditionally, the DOE plans for self-contained sections to be programmed in half-size spaces. Given the limited number of half-size rooms suitable for instruction in building K202 and given the location of P.S. 202 in the building, the DOE has allocated 4 full-size spaces in lieu of 4 half-size spaces.
- P.S. 202 has been allocated 1 additional quarter-size space for administrative uses because of the location of this quarter-size space in relation to P.S. 202's administrative offices in the building.

⁶ Full-size classrooms have an area of 500 square feet or more.

⁷ Half-size classrooms have an area of less than 500 square feet but greater than 239 square feet.

⁸ 2012-2013 Register Projections.

⁹ Includes pre-kindergarten enrollment.

2012-2013		Non-Admin Spaces		Administrative Spaces					Grand Total Current Space Allocation			
		Full-size Class-rooms	Half-size Class-rooms	Designed Admin (FSE)	Full-size Space	Half-size Space	Quarter-size Space	Total Admin (FSE)	TOTAL FS	TOTAL HS	TOTAL QS	TOTAL DESIGN ADMIN
P.S. 202	Baseline Footprint Allocation	37	8	1.5	1	6	0	5.5	38	14	0	1.5
	Adjusted Baseline Footprint Allocation	41	4	1.5	1	6	1	5.75	42	10	1	1.5
	Current Space Allocation	66	4	1.5	1	6	1	5.75	67	10	1	1.5

As demonstrated in the table above, P.S. 202 is currently using 25 full-size rooms in excess of its adjusted baseline Footprint allocation. The table below summarizes the available space within K202 and K958 after P.S. 202 has received its adjusted baseline allocation, some of which will be allocated to AF Aspire for 2013-2014.

2012-2013: Buildings K202 and K958	Designed Admin (FSE)	Full-size Rooms	Half-size Rooms	Quarter-size Rooms
Space In Excess of Baseline Allocation	0.0	25	0	0

2013-2014 (FIRST YEAR OF PROPOSED IMPLEMENTATION)

If approved, AF Aspire's kindergarten and first grade will be sited in K202 and K958 in the 2013-2014 school year, and, if the separate proposal to truncate P.S. 202's middle school grades is approved, P.S. 202 will begin truncating its middle school, serving kindergarten through fifth grade and seventh through eighth grade in the 2013-2014 school year.

This means that there would be 67 full-size classrooms/spaces, 10 half-size classrooms/spaces, 1 quarter-size classrooms/spaces, and 1.5 FSE designed spaces to allocate between P.S. 202 and AF Aspire going forward. As discussed previously, The DOE has adjusted P.S. 202's baseline allocation for the following reasons:

- Traditionally, the DOE expects self-contained sections to be programmed in half-size spaces. Given the limited number of half-size rooms in building K202 and given the location of P.S. 202 in the building, the DOE has allocated 4 additional full-size spaces instead of 4 half-size spaces in order for P.S. 202 to program its self-contained sections.
- P.S. 202 has been allocated 1 additional quarter-size space for administrative uses because of the location of P.S. 202's administrative offices in the building.

These adjustments have been made to the baseline Footprint allocation for each school in each year of room allocations presented in this document except where otherwise indicated.

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

2013-2014	Grades Served	Projected Enrollment ^{10,11}	GE/ICT Sections	SC Sections
P.S. 202	K-5, 7, 8	754-834	31	4
AF Aspire	K-1	149-183	6	0

¹⁰ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

¹¹ Includes pre-kindergarten enrollment.

After P.S. 202 and AF Aspire have received their respective allocation of rooms, the following number of rooms will remain unallocated:

2013-2014: Buildings K202 and K958	Designed Admin (FSE)	Full-size Rooms	Half-size Rooms	Quarter-size Rooms
Space In Excess of Adjusted Baseline Footprint Allocations	0.0	18	0	0

The excess space will be allocated between P.S. 202 and AF Aspire based on the physical location of the available space in relation to the location of each school within the building and on enrollment of the schools. The table below summarizes the full 2013-2014 room allocation plan for P.S. 202 and AF Aspire based on their baseline Footprint and adjusted baseline Footprint allocations, plus the excess space allocation.

2013-2014		Non-Admin 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)
P.S. 202	Baseline Footprint Allocation	34	8	1.5	1	5	0	5.0	0	0	0	0.0	35	13	0	1.5
	Adjusted Baseline Footprint Allocation	38	4	1.5	1	5	1	5.25	15	0	0	0.0	54	9	1	1.5
AF Aspire	Baseline Footprint Allocation	8	1	0.0	2	0	0	2.0	0	0	0	0.0	10	1	0	0.0
	Adjusted Baseline Footprint Allocation	8	1	0.0	2	0	0	2.0	3	0	0	0.0	13	1	0	0.0

In total, PS. 202 will be allocated 54 full-size, nine half-size, 1 quarter-size and 1.5 FSE designed administrative spaces. This allocation is 15 full-size spaces in excess of P.S. 202's adjusted baseline Footprint. AF Aspire will be allocated 13 full-size and 1 half-size spaces. This allocation is three full-size spaces in excess of AF Aspire's baseline Footprint.

The room change is reflected below for the current school year 2012-2013 to the 2013-2014 school year.

Room Change (+/-)	CURRENT 2012-2013 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2013-2014 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)
P.S. 202	67	10	1	1.5	54	9	1	1.5	-13	-1	0	0
AF Aspire	N/A	N/A	N/A	N/A	13	1	0	0	+13	+1	0	0

2014-2015 (SECOND YEAR OF PROPOSED IMPLEMENTATION)

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

2014-2015	Grades Served	Projected Enrollment ^{12,13}	GE/ICT Sections	SC Sections
P.S. 202	K-5, 8	669-739	28	4
AF Aspire	K-2	224-274	9	0

After P.S. 202 and AF Aspire have received their respective baseline and adjusted baseline allocation of rooms, the following number of rooms will remain unallocated:

2014-2015: Buildings K202 and K958	Designed Admin (FSE)	Full-size Rooms	Half-size Rooms	Quarter-size Rooms
Space In Excess of Baseline Allocations	0.0	19	0	0

The excess space will be allocated between P.S. 202 and AF Aspire 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.

¹² The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

¹³ Includes pre-kindergarten enrollment.

The table below summarizes the full 2014-2015 room allocation plan for P.S. 202 and AF Aspire based on their baseline Footprint and adjusted baseline Footprint allocations, plus the excess space allocation.

2014-2015		Non-Admin 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)
P.S. 202	Baseline Footprint Allocation	30	8	1.5	1	4	0	4.5	0	0	0	0.0	31	12	0	1.5
	Adjusted Baseline Footprint Allocation	34	4	1.5	1	4	1	4.75	13	0	0	0.0	48	8	1	1.5
AF Aspire	Baseline Footprint Allocation	11	1	0.0	2	1	0	2.5	0	0	0	0.0	13	2	0	0.0
	Adjusted Baseline Footprint Allocation	11	1	0.0	2	1	0	2.5	6	0	0	0.0	19	2	0	0.0

In total P.S. 202 will be allocated 48 full-size, 8 half-size, and 1 quarter-size, and 1.5 FSE designed administrative spaces. This allocation is 13 full-size spaces above P.S. 202's adjusted Footprint. AF Aspire will be allocated 19 full-size and two half-size spaces. This allocation is 6 full-size spaces above AF Aspire's Footprint.

The room change is reflected below for the 2013-2014 to the 2014-2015 school year.

Room Change (+/-)	PROPOSED 2013-2014 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2014-2015 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)
P.S. 202	54	9	1	1.5	48	8	1	1.5	-6	-1	0	0.0
AF Aspire	13	1	0	0.0	19	2	0	0.0	+6	+1	0	0.0

2015-2016 (THIRD YEAR OF PROPOSED IMPLEMENTATION)

The table below summarizes the total projected enrollment and projected number of sections served at each school in 2015-2016.

2015-2016	Grades Served	Projected Enrollment ^{14,15}	GE/ICT Sections	SC Sections
P.S. 202	K-5	589-649	26	4
AF Aspire	K-3	308-376	12	0

After P.S. 202 and AF Aspire have received their respective baseline and adjusted baseline allocation of rooms, the following number of rooms will remain unallocated:

2015-2016: Buildings K202 and K958	Designed Admin (FSE)	Full-size Rooms	Half-size Rooms	Quarter-size Rooms
Space In Excess of Baseline Allocations	0.0	18	1	0

The excess space will be allocated between P.S. 202 and AF Aspire 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.

The table below summarizes the full 2015-2016 room allocation plan for P.S. 202 and AF Aspire based on their baseline Footprint and adjusted baseline Footprint allocation, plus the excess space allocation.

¹⁴ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

¹⁵ Includes pre-kindergarten enrollment.

2015-2016		Non-Admin 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)
P.S. 202	Baseline Footprint Allocation	26	8	1.5	1	3	0	4.0	0	0	0	0.0	27	11	0	1.5
	Adjusted Baseline Footprint Allocation	30	4	1.5	1	3	1	4.25	11	1	0	0.0	42	8	1	1.5
AF Aspire	Baseline Footprint Allocation	15	2	0.0	3	0	0	3.0	0	0	0	0.0	18	2	0	0.0
	Adjusted Baseline Footprint Allocation	15	2	0.0	3	0	0	3.0	7	0	0	0.0	25	2	0	0.0

In total, P.S. 202 will be allocated 42 full-size, 8 half-size, 1 quarter-size, and 1.5 FSE designed administrative spaces. This allocation is 11 full-size and 1 half-size spaces in excess of P.S. 202's adjusted Footprint. AF Aspire will be allocated 25 full-size and two half-size spaces. This allocation is seven full-size spaces above AF Aspire's Footprint.

The room change is reflected below for the 2014-2015 to the 2015-2016 school year.

Room Change (+/-)	PROPOSED 2014-2015 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2015-2016 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)
P.S. 202	48	8	1	1.5	42	8	1	1.5	-6	0	0	0.0
AF Aspire	19	2	0	0.0	25	2	0	0.0	+6	0	0	0.0

2016-2017 (FOURTH YEAR OF PROPOSED IMPLEMENTATION)

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

2016-2017	Grades Served	Projected Enrollment ^{16,17}	GE/ICT Sections	SC Sections
P.S. 202	K-5	604-664	26	4
AF Aspire	K-4	374-458	15	0

In addition to the adjustments to P.S. 202's baseline discussed previously, DOE has adjusted AF Aspire's baseline allocation for the following reason:

- Given the limited number of half-size rooms, the DOE has allocated 1 additional full-size space instead of 1 half-size space for administrative purposes.

After P.S. 202 and AF Aspire have received their respective baseline and adjusted baseline allocation of rooms, the following number of rooms will remain unallocated:

2016-2017: Buildings K202 and K958	Designed Admin (FSE)	Full-size Rooms	Half-size Rooms	Quarter-size Rooms
Space In Excess of Baseline Allocations	0.0	14	1	0

The excess space will be allocated between P.S. 202 and AF Aspire 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.

¹⁶ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

¹⁷ Includes pre-kindergarten enrollment.

The table below summarizes the full 2016-2017 room allocation plan for P.S. 202 and AF Aspire based on their baseline Footprint and adjusted baseline Footprint allocation, plus the excess space allocation.

2016-2017		Non-Admin 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)
P.S. 202	Baseline Footprint Allocation	26	8	1.5	1	3	0	4.0	0	0	0	0.0	27	11	0	1.5
	Adjusted Baseline Footprint Allocation	30	4	1.5	1	3	1	4.25	8	1	0	0.0	39	8	1	1.5
AF Aspire	Baseline Footprint Allocation	18	2	0.0	3	1	0	3.5	0	0	0	0.0	21	3	0	0.0
	Adjusted Baseline Footprint Allocation	18	2	0.0	4	0	0	4.0	6	0	0	0.0	28	2	0	0.0

In total, P.S. 202 will be allocated 39 full-size, 8 half-size, 1 quarter-size, and 1.5 FSE designed administrative spaces. This allocation is 8 full-size and 1 half-size rooms above P.S. 202's adjusted Footprint. AF Aspire will be allocated 28 full-size and two half-size spaces. This allocation is 6 full-size rooms above AF Aspire's adjusted Footprint.

The room change is reflected below for the 2015-2016 to 2016-2017 school year.

Room Change (+/-)	PROPOSED 2015-2016 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2016-2017 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)
P.S. 202	42	8	1	1.5	39	8	1	1.5	-3	0	0	0.0
AF Aspire	25	2	0	0.0	28	2	0	0.0	+3	0	0	0.0

2017-2018 (FIFTH YEAR OF PROPOSED IMPLEMENTATION)

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

2017-2018	Grades Served	Projected Enrollment ^{18,19}	GE/ICT Sections	SC Sections
P.S. 202	K-5	624-684	26	4
AF Aspire	K-5	451-551	18	0

After P.S. 202 and AF Aspire have received their respective baseline and adjusted baseline allocation of rooms, the following number of rooms will remain unallocated:

2017-2018: Buildings K202 and K958	Designed Admin (FSE)	Full-size Rooms	Half-size Rooms	Quarter-size Rooms
Space In Excess of Baseline Allocations	0.0	11	1	0

The excess space will be allocated between P.S. 202 and AF Aspire 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.

The table below summarizes the full 2017-2018 room allocation plan for P.S. 202 and AF Aspire based on their baseline Footprint and adjusted baseline Footprint allocation, plus the excess space allocation.

¹⁸ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

¹⁹ Includes pre-kindergarten enrollment.

2017-2018		Non-Admin 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)
P.S. 202	Baseline Footprint Allocation	26	8	1.5	1	3	0	4.0	0	0	0	0.0	27	11	0	1.5
	Adjusted Baseline Footprint Allocation	30	4	1.5	1	3	1	4.25	6	1	0	0.0	37	8	1	1.5
AF Aspire	Baseline Footprint Allocation	21	2	0.0	4	0	0	4.0	0	0	0	0.0	25	2	0	0.0
	Adjusted Baseline Footprint Allocation	21	2	0.0	4	0	0	4.0	5	0	0	0.0	30	2	0	0.0

In total, P.S. 202 will be allocated 37 full-size, 8 half-size, 1 quarter-size, and 1.5 FSE designed administrative spaces. This allocation is 6 full-size and 1 half-size rooms above P.S. 202's adjusted Footprint. AF Aspire will be allocated 30 full-size and two half-size spaces. This allocation is five full-size spaces above AF Aspire's Footprint.

The room change is reflected below for the 2016-2017 to 2017-2018 school year.

Room Change (+/-)	PROPOSED 2016-2017 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2017-2018 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)
P.S. 202	39	8	1	1.5	37	8	1	1.5	-2	0	0	0.0
AF Aspire	28	2	0	0.0	30	2	0	0.0	+2	0	0	0.0

2018-2019 (SIXTH YEAR OF PROPOSED IMPLEMENTATION)²⁰

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

2018-2019	Grades Served	Projected Enrollment ^{21, 22}	GE/ICT Sections	SC Sections
P.S. 202	K-5	624-684	26	4
AF Aspire	K-6	523-639	21	0

After P.S. 202 and AF Aspire have received their respective baseline and adjusted baseline allocation of rooms, the following number of rooms will remain unallocated:

2018-2019: Buildings K202 and K958	Designed Admin (FSE)	Full-size Rooms	Half-size Rooms	Quarter-size Rooms
Space In Excess of Baseline Allocations	0.0	8	1	0

The excess space will be allocated between P.S. 202 and AF Aspire 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.

²⁰ Pursuant to the terms of its charter, AF Aspire is currently only authorized to serve students in kindergarten through fifth grade. AF Aspire has informed the DOE that it intends to apply to SUNY CSI to revise its charter, expanding its grade span to include students in sixth through eighth grade. Only SUNY CSI has the authority to approve or deny that request. Should SUNY CSI deny AF Aspire's request to expand, or if AF Aspire fails to make this request, AF Aspire will only serve its approved grade span of kindergarten through fifth grade, and the space allocation for the 2018-2019 school year contained in this BUP will not be applicable. In that case, the 2017-2018 school year will serve as the long term space allocation plan for buildings K202 and K958.

²¹ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

²² Includes pre-kindergarten enrollment.

The table below summarizes the full 2018-2019 room allocation plan for P.S. 202 and AF Aspire based on their baseline Footprint and adjusted baseline Footprint allocation, plus the excess space allocation.

2018-2019		Non-Admin 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)
P.S. 202	Baseline Footprint Allocation	26	8	1.5	1	3	0	4.0	0	0	0	0.0	27	11	0	1.5
	Adjusted Baseline Footprint Allocation	30	4	1.5	1	3	1	4.25	4	1	0	0.0	35	8	1	1.5
AF Aspire	Baseline Footprint Allocation	24	2	0.0	4	0	0	4.0	0	0	0	0.0	28	2	0	0.0
	Adjusted Baseline Footprint Allocation	24	2	0.0	4	0	0	4.0	4	0	0	0.0	32	2	0	0.0

In total, P.S. 202 will be allocated 35 full-size, 8 half-size, 1 quarter-size, and 1.5 FSE designed administrative spaces. This allocation is 4 full-size and 1 half-size rooms above P.S. 202's adjusted Footprint. AF Aspire will be allocated 32 full-size and two half-size spaces. This allocation is 4 full-size spaces above AF Aspire's Footprint.

The room change is reflected below for the 2017-2018 to 2018-2019 school year.

Room Change (+/-)	PROPOSED 2017-2018 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2018-2019 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)
P.S. 202	37	8	1	1.5	35	8	1	1.5	-2	0	0	0.0
AF Aspire	30	2	0	0.0	32	2	0	0.0	+2	0	0	0.0

2019-2020 (SEVENTH YEAR OF PROPOSED IMPLEMENTATION)²³

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

2019-2020	Grades Served	Projected Enrollment ^{24, 25}	GE/ICT Sections	SC Sections
P.S. 202	K-5	624-684	26	4
AF Aspire	K-7	590-722	24	0

In addition to the adjustments to P.S. 202's baseline allocation discussed previously, the DOE has adjusted AF Aspire's baseline allocation for the following reason:

- Given the limited number of half-size rooms, the DOE has allocated 1 additional full-size space instead of 1 half-size space for administrative purposes.

After P.S. 202 and AF Aspire have received their respective baseline and adjusted allocation of rooms, the following number of rooms will remain unallocated:

2019-2020: Buildings K202 and K958	Designed Admin (FSE)	Full-size Rooms	Half-size Rooms	Quarter-size Rooms
Space In Excess of Baseline Allocations	0.0	4	1	0

²³ Pursuant to the terms of its charter, AF Aspire is currently only authorized to serve students in kindergarten through fifth grade. AF Aspire has informed the DOE that it intends to apply to SUNY CSI to revise its charter, expanding its grade span to include students in sixth through eighth grade. Only SUNY CSI has the authority to approve or deny that request. Should SUNY CSI deny AF Aspire's request to expand, or if AF Aspire fails to make this request, AF Aspire will only serve its approved grade span of kindergarten through fifth grade, and the space allocation for the 2019-2020 school year contained in this BUP will not be applicable. In that case, the 2017-2018 school year will serve as the long term space allocation plan for buildings K202 and K958.

²⁴ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

²⁵ Includes pre-kindergarten enrollment.

The excess space will be allocated between P.S. 202 and AF Aspire 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.

The table below summarizes the full 2019-2020 room allocation plan for P.S. 202 and AF Aspire based on their baseline Footprint and adjusted baseline Footprint allocation, plus the excess space allocation.

2019-2020		Non-Admin 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)
P.S. 202	Baseline Footprint Allocation	26	8	1.5	1	3	0	4.0	0	0	0	0.0	27	11	0	1.5
	Adjusted Baseline Footprint Allocation	30	4	1.5	1	3	1	4.25	2	1	0	0.0	33	8	1	1.5
AF Aspire	Baseline Footprint Allocation	27	2	0.0	4	1	0	4.5	0	0	0	0.0	31	3	0	0.0
	Adjusted Baseline Footprint Allocation	27	2	0.0	5	0	0	5.0	2	0	0	0.0	34	2	0	0.0

In total, P.S. 202 will be allocated 33 full-size, 8 half-size, 1 quarter-size, and 1.5 FSE designed administrative spaces. This allocation is two full-size and 1 half-size rooms above P.S. 202's adjusted Footprint. AF Aspire will be allocated 34 full-size and two half-size spaces. This allocation is two full-size spaces above AF Aspire's adjusted Footprint.

The room change is reflected below for the 2018-2019 to 2019-2020 school year.

Room Change (+/-)	PROPOSED 2018-2019 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2019-2020 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)
P.S. 202	35	8	1	1.5	33	8	1	1.5	-2	0	0	0.0
AF Aspire	32	2	0	0.0	34	2	0	0.0	+2	0	0	0.0

2020-2021 (EIGHTH AND FINAL YEAR OF PROPOSED IMPLEMENTATION)²⁶

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

2020-2021	Grades Served	Projected Enrollment ^{27, 28}	GE/ICT Sections	SC Sections
P.S. 202	K-5	624-684	26	4
AF Aspire	K-8	653-799	27	0

After P.S. 202 and AF Aspire have received their respective baseline and adjusted baseline allocation of rooms, the following number of rooms will remain unallocated:

2020-2021: Buildings K202 and K958	Designed Admin (FSE)	Full-size Rooms	Half-size Rooms	Quarter-size Rooms
Space In Excess of Baseline Allocations	0.0	1	1	0

The excess space will be allocated between P.S. 202 and AF Aspire 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.

²⁶ Pursuant to the terms of its charter, AF Aspire is currently only authorized to serve students in kindergarten through fifth grade. AF Aspire has informed the DOE that it intends to apply to SUNY CSI to revise its charter, expanding its grade span to include students in sixth through eighth grade. Only SUNY CSI has the authority to approve or deny that request. Should SUNY CSI deny AF Aspire's request to expand, or if AF Aspire fails to make this request, AF Aspire will only serve its approved grade span of kindergarten through fifth grade, and the space allocation for the 2020-2021 school year contained in this BUP will not be applicable. In that case, the 2017-2018 school year will serve as the long term space allocation plan for buildings K202 and K958.

²⁷ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

²⁸ Includes pre-kindergarten enrollment.

The table below summarizes the full 2020-2021 room allocation plan for P.S. 202 and AF Aspire based on their baseline Footprint and adjusted baseline Footprint allocation, plus the excess space allocation.

2020-2021		Non-Admin 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)
P.S. 202	Baseline Footprint Allocation	26	8	1.5	1	3	0	4.0	0	0	0	0.0	27	11	0	1.5
	Adjusted Baseline Footprint Allocation	30	4	1.5	1	3	1	4.25	0	1	0	0.0	31	8	1	1.5
AF Aspire	Baseline Footprint Allocation	30	2	0.0	5	0	0	5.0	0	0	0	0.0	35	2	0	0.0
	Adjusted Baseline Footprint Allocation	30	2	0.0	5	0	0	5.0	1	0	0	0.0	36	2	0	0.0

In total, P.S. 202 will be allocated 31 full-size, 8 half-size, 1 quarter-size, and 1.5 FSE designed administrative spaces. This allocation is 1 half-size space above P.S. 202's Footprint. AF Aspire will be allocated 36 full-size and 2 half-size spaces. This allocation is 1 full-size space above AF Aspire's Footprint.

The room change is reflected below for the 2019-2020 to 2020-2021 school year.

Room Change (+/-)	PROPOSED 2019-2020 GRAND TOTAL SPACE ALLOCATIONS				PROPOSED 2020-2021 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)
P.S. 202	33	8	1	1.5	31	8	1	1.5	-2	0	0	0.0
AF Aspire	34	2	0	0.0	36	2	0	0.0	+2	0	0	0.0

Shared Space Plan

A proposed shared space plan for 2013-2014 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 K202. 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 Education 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 school 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.²⁹ 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.³⁰ Because AF Aspire will 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 P.S. 202 and AF Aspire may use shared space, the DOE has applied some or all of the factors described above 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 current use of the cafeteria, projected enrollment, capacity of the cafeteria, and grade levels served. Each organization will be able to accommodate its students in the cafeteria within this proposed allocation of time.
- P.S. 202 currently uses the cafeteria for lunch from 10:00 am until 1:50 pm daily. In the proposed plan below, to accommodate its enrollment, P.S. 202 will maintain the same schedule and amount of time that they are currently allocated for lunch in the cafeteria this year based on their current schedule (19 hours and 10 minutes weekly). AF Aspire will be allocated 4 hours and 10 minutes weekly for lunch, proportional to its enrollment. The Building Council is empowered to make alternative arrangements to the below proposal.
- The DOE notes that the lunch times for the co-located schools overlap during the day because the cafeteria has the space to accommodate 448 students. For example, in the schedule below, assuming AF Aspire has an enrollment of 183 students, P.S. 202 has an enrollment of 834 students, and P.S. 202 serves lunch four times a day, resulting in approximately 210 P.S. 202 students in the cafeteria at any given time, the cafeteria would also be able to simultaneously accommodate all 183 AF Aspire students, with 55 seats to spare.

²⁹ See DOE's Office of Pupil Transportation website at: <https://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/SearchResult.aspx>

³⁰ 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.

- With regard to breakfast, the DOE notes that traditionally not all students have opted to participate in the breakfast program at K202. P.S. 202 currently uses the cafeteria for breakfast from 7:30 am until 8:00 am, and then starts its school day at 8:00 am. In the proposed schedule below, P.S. 202 maintains the same allocation (2 hours and 30 minutes weekly). Since AF Aspire will start its school day at 7:30 am, a half-hour before P.S. 202, it has been allocated a separate period for breakfast, from 7:00 am until 7:30 am. Therefore each school is scheduled to serve breakfast alone. This means that AF Aspire will begin school as P.S. 202 begins to serve breakfast and thus will not affect P.S. 202's current breakfast schedule.

Outdoor Playground

- The DOE notes that the outdoor playground is a shared space; however specific time in the outdoor playground is not currently allocated to P.S. 202 according to the 2011 Campus Audit document. The DOE proposes in the schedule below that time in the outdoor playground should be allocated to all schools based on the relative projected enrollment for each school.
- In the schedule below, the playground time is loosely aligned to the cafeteria schedule to provide P.S. 202 with the option of offering students a recess before, during or after the proposed lunch period. While the proposed allocation of time is not directly proportional to enrollment because of the need to align playground time with lunch schedules, P.S. 202 is allocated the most time (4 hours daily) since it will serve more students than AF Aspire (1 hour daily).

Gymnasium, Multipurpose Rooms, Library, and Auditorium

P.S. 202 will be allocated the largest amount of time in the library, gymnasium, auditorium, and multipurpose rooms because it will serve the largest number of students and grade levels compared to AF Aspire.

Gymnasiums

- There are two gymnasiums in the building.
- The DOE proposes that the gymnasiums be allocated based on the relative projected enrollment of each school.
- In the proposed schedule below, P.S. 202 is allocated the largest amount of time in the gymnasiums (37.5 hours weekly), while AF Aspire is allocated 10 hours weekly.
- The DOE proposes that P.S. 202 is allocated sole use of the third floor gymnasium. The Building Council is empowered to deviate from this plan.
- Additional times remain unallocated. The Building Council is empowered to make additional and alternative allocations.

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.

Multipurpose Rooms

- There are two multipurpose rooms in the building.
- The DOE proposes that the multipurpose rooms be allocated based on the relative projected enrollment of each school.
- In the proposed schedule below, P.S. 202 is allocated the largest amount of time in the multipurpose rooms (11 hours daily), while AF Aspire is allocation 2 hours and 30 minutes daily.

- The DOE proposes that P.S. 202 is allocated sole use of one multipurpose room. The Building Council is empowered to deviate from this plan.
- Additional times remain unallocated. The Building Council is empowered to make additional and alternative allocations.
- 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.

Library

- P.S. 202 is allocated the largest amount of time in the library based on its projected enrollment (4.5 hours daily). AF Aspire is allocated 1.5 hours daily.
- Additional times remain unallocated
- The Building Council is free to deviate from the proposed Shared Space Plan and may revert to the current practice of allocating access to the library on an as needed basis 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.

Auditorium

- The DOE proposes that P.S. 202 receive the greatest amount of time in the auditorium (30 hours weekly) based on the fact that it will serve the most number of students in the building, while AF Aspire has been allocated five hours weekly since it is projected to serve a smaller number of students as noted above. Given that the capacity of the auditorium is 637, the below proposed shared space plan offers flexibility to schedule the auditorium into multiple periods and ensure that all students have access to the auditorium.
- The Building Council is free to deviate from the proposed Shared Space Plan and may revert to the current practice of allocating access to the auditorium on an as needed basis 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.

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 this space beyond 3:00 pm. Thus, the building council should allocate this space as needed for after school programs.
- As noted above, AF Aspire 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 Achievement First schools often offer extended school days during part of the week. AF Aspire will have to schedule its extended day programs in its classroom allocation, and will have to manage scheduling of shared spaces using the process outlined below.

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 AF Aspire is co-located in the building.

In 2013-2014, the DOE projects AF Aspire will serve 149-183 students and P.S. 202 will serve 754-834 students in K202. Based on the Office of Pupil Transportation's bus schedules for the earliest start and latest end of the school day, P.S. 202's school day runs from approximately 8:00 am to 2:57 pm.³¹ AF Aspire's school day will run from approximately 7:30 am to 4:00 pm.

³¹ <https://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/SearchResult.aspx>

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: 448)	<u>Breakfast:</u> AF Aspire 7:00am-7:30am P.S. 202 7:30am-8:00am <u>Lunch:</u> P.S. 202 10:00am-1:50pm AF Aspire 11:40am-12:30pm				
Library	AF Aspire 9:00am-10:30am P.S. 202 10:30am-3:00pm				
Gymnasium 1 (Capacity: 510)	P.S. 202 ALL DAY				

<p>Gymnasium 2 (Capacity: 380)</p>	<p>AF Aspire 9:30am-11:30am P.S. 202 2:30pm-3:00pm</p>				
<p>Auditorium (Capacity: 637)</p>	<p>AF Aspire 8:00am-9:00am P.S. 202 9:00am-3:00pm</p>				
<p>Multipurpose Room 1 (Capacity: 190)</p>	<p>P.S. 202 ALL DAY</p>				
<p>Multipurpose Room 2 (Capacity: 190)</p>	<p>P.S. 202 8:00am-12:00pm AF Aspire 12:30pm-3:00pm</p>				

Outdoor Playground	P.S. 202 10:00am-2:00pm AF Aspire 2:00pm-3:00pm				
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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 AF Aspire will be part of the K202 School Safety Committee. As a member of the School Safety Committee, the leader/designee of AF Aspire 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 AF Aspire will be addressed on an ongoing basis. Moreover, the Safety Plan for the K202 school building and its related TCUs will be modified as appropriate to meet any changing security needs associated with the co-location. AF Aspire will enter information in the K202 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 K202 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 2011,³² 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 Charter School Act, the SSC is to review the implementation of the Building Utilization Plan (BUP) once it has been approved by the Panel for Educational Policy. 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 School Leadership Team 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.

³² Campus Policy Memo 2011 is available at <http://schools.nyc.gov/community/campusgov>, under "Key Documents."