

# **EDUCATIONAL IMPACT STATEMENT: The Proposed Grade Expansion of the Co-Location of Harlem Village Academy Leadership Charter School (84M335) to Include Grades 3 and 4 in Building M045 Beginning in 2015-2016**

## **I. Summary of Proposal**

The Department of Education (“DOE”) is proposing to expand the grades served in building M045 (“M045”) by Harlem Village Academy Leadership Charter School (84M335, “HVA Leadership”). HVA Leadership is an existing public charter school currently serving students in kindergarten and fifth through twelfth grades in two separate locations and has been approved to phase in first and second grades by 2014-2015. This proposal would expand the grades served by HVA Leadership in M045 to include third and fourth grades, expanding the grades served by HVA Leadership at M045 from kindergarten through second and fifth through eighth to kindergarten through eighth grade by the 2016-2017 school year.

In 2012-2013, HVA Leadership’s kindergarten and fifth through eighth grade students are served in building M045 at 2351 1st Avenue New York, NY 10035 in Community School District 4 (“District 4”). Students in the ninth through twelfth grade are served in private space located at 413 East 120th Street New York, NY 10035. If this proposal is approved, HVA Leadership will serve students in kindergarten through eighth grade in M045 at full scale. HVA Leadership would continue to serve its high school students in its private space. This proposal is not expected to impact HVA Leadership’s high school programs at that location.

HVA Leadership’s kindergarten and middle school grades are co-located in M045 with an existing district middle school, M.S. 45/S.T.A.R.S. Prep Academy (04M045, “M.S. 45”) serving students in grades six through eight, and a district high school, Coalition School for Social Change (04M409, “Coalition”) serving students in grades nine through twelve. 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.

In a separate Educational Impact Statement (“EIS”) published on January 14, 2013, the DOE is proposing to close M.S. 45 because of its low performance and its inability to turn around quickly to better support student needs.<sup>1</sup> If that proposal is approved, M.S. 45 will close at the end of the 2012-2013 school year. Current sixth and seventh grade students, and current eighth grade students who do not meet promotional standards at the end of the school year, will be offered seats at other District 4 middle schools or at middle schools in their district of residence. Current eighth grade students who meet promotional standards at the end of the school year will be supported through the Citywide High School Admissions Process to select a high school.

For the purposes of this EIS describing the proposal to expand the co-location of HVA Leadership, it is assumed that the proposal to close M.S. 45 will be approved by the Panel for Educational Policy (“PEP”). If this proposal is approved and the proposal to close M.S. 45 is not approved, this EIS and the

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<sup>1</sup> That proposal can be found at <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2012-2013/Mar112013Proposals.htm>.

accompanying Building Utilization Plan (“BUP”) will be revised as necessary.

HVA Leadership is managed by Harlem Village Academies, a charter management organization (“CMO”) that operates Harlem Village Academy Charter School (84M709), located at 244 West 144<sup>th</sup> Street, Manhattan, NY 10030, in addition to HVA Leadership. HVA Leadership was approved by its charter authorizer, the State University of New York Charter Schools Institute (“SUNY CSI”) to open in 2005. HVA Leadership is currently authorized to serve students in kindergarten through second grade and fifth through twelfth grade. HVA Leadership has informed the DOE that it intends to apply to SUNY CSI to expand its grade span to serve students in kindergarten through twelfth grade, reaching full scale in 2016-2017. Only SUNY CSI has the authority to approve or deny that request. Should SUNY CSI deny HVA Leadership’s request to expand, or if HVA Leadership fails to make this request, HVA Leadership will only serve its currently approved grade spans of K-2 and 5-12.

On April 26, 2012, the PEP approved a proposal, originally published on February 29, 2012 and amended on March 26, 2012, for HVA Leadership to begin enrolling kindergarten students for the 2012-2013 school year, and to expand to serve students in kindergarten through second grade along with its fifth through eighth grade program in M045.<sup>2</sup> The approved proposal stated that the DOE would consider available options for siting HVA Leadership’s third and fourth grades for 2015-2016 and beyond and would propose any re-sitings or co-locations in a future EIS, subject to approval by the PEP. After completing the evaluation, the DOE has determined that M045 is the most appropriate space to expand HVA Leadership’s third and fourth grades and is thus issuing this proposal.

M045 has been identified as an under-utilized building.<sup>3</sup> According to the 2011-2012 Enrollment, Capacity, Utilization Report (“Blue Book”), M045 has a target capacity of 1,204 students.<sup>4</sup> During the current 2012-2013 school year the building serves only 941 students,<sup>5</sup> yielding a building utilization rate of 78%,<sup>6</sup> demonstrating that the building is “under-utilized” and has space to accommodate additional students.

M.S. 45 currently has a screened admissions method (admissions procedures are discussed in more detail in Section III. below) and admits sixth-grade students through the District 4 Middle School Choice Process. The school is open to students and residents of District 4. Coalition has an Educational Option (“Ed. Opt.”) program with a humanities and interdisciplinary focus and admits students through the High School Admissions Process. The school gives first priority to Manhattan and Bronx students or residents, and gives secondary priority to New York City residents. HVA Leadership currently admits kindergarten students and fifth grade students via the charter school lottery application process, with preference to District 4 residents and students who are eligible for free or reduced-price lunch.<sup>7</sup>

If this proposal is approved, in 2016-2017, once M.S. 45 has closed and HVA Leadership is at full scale, it is projected that there will be approximately 1,055 - 1,235 students served in M045, yielding an estimated building utilization rate of approximately 88% - 103%. As discussed in section III.B and in the attached

<sup>2</sup> That proposal can be found here <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2011-2012/April2012Proposals>

<sup>3</sup> The most recent Under-Utilized Space Memorandum and List was updated on November 20, 2012, and can be accessed at: [http://schools.nyc.gov/NR/rdonlyres/6D8EA76A-82FA-4740-9ED1-66BCABEE8BFB/134525/UnderutilizedSpaceMemorandum112012\\_vFINALforprint.pdf](http://schools.nyc.gov/NR/rdonlyres/6D8EA76A-82FA-4740-9ED1-66BCABEE8BFB/134525/UnderutilizedSpaceMemorandum112012_vFINALforprint.pdf)

<sup>4</sup> 2011-2012 Enrollment, Capacity, Utilization, Report (the “Blue Book”)

<sup>5</sup> Based on the 2012-2013 Unaudited Register (as of October 26, 2012) or charter headcount as of October 1, 2012.

<sup>6</sup> All references to building utilization rates in this document are based on target capacity data from the 2011-2012 Blue Book and enrollment data from the 2012-2013 Unaudited Register (as of October 26, 2012) or charter headcount as of October 1, 2012. This methodology is consistent with the manner in which the DOE conducts planning and calculates space allocations and funding for all schools. In determining the space allocation for co-located schools, the Office of Space Planning will conduct a detailed site survey and space analysis of the building to assess the amount of space available in the building.

<sup>7</sup> 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 Web site: <http://schools.nyc.gov/community/planning/charters/For+Parents>. Applicants who reside in the district in which a charter is located receive preference for admission.

BUP, the building has sufficient space to provide Coalition and HVA Leadership with space in excess of their baseline room allocations. Therefore, M045 has the capacity to accommodate Coalition along with the proposed expansion of HVA Leadership to serve grades three and four in addition to its currently authorized grade span. For the 2012-2013 school year, M045 also houses one Community Based Organization (“CBO”), El Faro Beacon, and the office space of Community Education Council 4 (“CEC 4”). This proposal is not expected to impact the siting of either the CBO or CEC 4.

The DOE does not anticipate that this proposal will affect student enrollment, the admissions process or instructional programming at Coalition.

The DOE strives to ensure that all students in New York City have access to a high quality school at every stage of their education. In determining the optimal way to distribute space to schools and to maintain quality educational options, the DOE is proposing to expand the elementary grades of HVA Leadership, which would allow HVA Leadership to serve students at every stage of their primary-grade education in District 4.

The DOE has provided more detail on the decision to close M.S. 45 in a separate EIS, which can be found on the DOE’s Web site at: <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2012-2013/Mar112013Proposals.htm>

## II. Proposed or Potential Use of Building

There is sufficient space in M045 to accommodate HVA Leadership’s proposed grade expansion. According to the 2011-2012 Enrollment Capacity Utilization Report (the “Blue Book”), M045 has a target capacity to serve 1,204 students. (The concept of “target capacity” is explained below.) In 2012-2013 the building is serving 941 students, yielding a utilization rate of 78%. When HVA Leadership completes its phase-in and achieves full scale, the DOE projects that M045 will have an estimated building utilization rate of 88% - 103%.

If this proposal is approved, the grade spans served in M045 by M.S. 45, Coalition, and HVA Leadership over a five-year period will be:

		<b>Grade Spans</b>				
<b>DBN</b>	<b>School Name</b>	<b>2012-2013</b>	<b>2013-2014</b>	<b>2014-2015</b>	<b>2015-2016</b>	<b>2016-2017</b>
04M045	M.S. 45/S.T.A.R.S. Prep Academy	6-8	-	-	-	-
04M409	Coalition School for Social Change	9-12	9-12	9-12	9-12	9-12
84M335	Harlem Village Academy Leadership Charter School	K, 5-8	K-1, 5-8	K-2, 5-8	K-3, 5-8	K-8

If this proposal is approved, HVA Leadership will phase-in its third grade students in September 2015 and its fourth grade students in September 2016.<sup>8</sup> At scale in 2016-2017, HVA Leadership would serve approximately 710 - 855 students in kindergarten through eighth grades in M045 and Coalition would serve 345 - 380 students, for a building utilization rate of 88% - 103%.

The table below highlights the total current and projected student enrollment for M.S. 45, Coalition and HVA Leadership over a five-year period, as well as the M045 building utilization rates:

<sup>8</sup> Enrollment projections are based on a phase-in plan of their currently authorized enrollment..

DBN	School Name	2012-2013 Enrollment	2013-2014 Projected Enrollment	2014-2015 Projected Enrollment	2015-2016 Projected Enrollment	2016-2017 Projected Enrollment
04M045 <sup>9</sup>	M.S. 45/S.T.A.R.S. Prep Academy	143	-	-	-	-
04M409	Coalition School for Social Change	363	345 - 380	345 - 380	345 - 380	345 - 380
84M335	Harlem Village Academy Leadership Charter School	435	455 - 540	530 - 635	620 - 745	710 - 855
<b>Total Building Enrollment</b>		941	800 - 920	875 - 1,015	965 - 1,125	1,055 - 1,235
<b>Utilization</b>		78%	66% - 76%	73% - 84%	80% - 93%	88% - 103%

In 2016-2017, the projected utilization rate of M045 will be 88% - 103%. As discussed in Section III.B and in the attached BUP, despite the possibility of a utilization rate slightly over 100%, the building has sufficient space to provide all schools with at least their baseline room allocations. Although a utilization rate in excess of 100% may suggest that a building will be over-utilized or over-crowded in a given year, this rate does not account for the fact that rooms may be programmed for more efficient or different uses than the standard assumptions in the utilization calculation. In addition, charter school enrollment plans are frequently based on larger class sizes than target capacity, contributing to building utilizations above 100% while not impacting the utilization of the space allocated to the traditional public school. Therefore, the M045 building has the capacity to accommodate both HVA Leadership and Coalition at full scale.

As described in more detail in the Enrollment, Capacity, Utilization Report (“Blue Book”), which is available at [http://www.nycsca.org/Community/CapitalPlanManagementReportsData/Enrollment/2011-2012\\_Classic.pdf](http://www.nycsca.org/Community/CapitalPlanManagementReportsData/Enrollment/2011-2012_Classic.pdf) a building’s target utilization rate is calculated by dividing the aggregated enrollment of all school organizations in the building by the aggregated “target capacities” of those organizations. Each school organization’s “target capacity” is calculated based upon the scheduled use of individual rooms as reported by principals during an annual facilities survey, the DOE’s goal for maximum classroom capacities (which are lower than the UFT contractual class sizes and differ depending on grade level), and the efficiency with which classrooms are programmed (i.e., the frequency with which classes are scheduled in a given classroom).

The most recent year for which target capacity has been calculated for buildings is 2011-2012. As described earlier in this EIS, the DOE’s projected utilization rates for the 2012-2013 school year and beyond are based on the 2011-2012 target capacity, which assumes that the components underlying that target capacity (scheduled use of classrooms, maximum classroom capacity, etc.) remain constant. Thus, projected utilization rates for 2012-2013 and beyond provide only an approximation of a building’s usage because each of the factors underlying target capacity may be adjusted by principals from year to year to better accommodate students’ needs. For example, changing the use of a room from an administrative room to a homeroom at the high school level will increase a building’s overall target capacity because for high

<sup>9</sup> In a separate EIS the DOE has proposed to close M.S. 45 following the conclusion of the 2012-2013 school year which can be found at <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2012-2013/Mar112013Proposals.htm>

schools administrative rooms are not assigned a capacity. Holding enrollment constant, this change would result in a lower utilization rate. Similarly, if a room previously used as a kindergarten classroom is subsequently used as a fifth grade classroom, the building's target capacity would increase because we expect that a fifth grade class will have more students than a kindergarten class. This is reflected in the fact that the DOE's goal for maximum classroom capacity is higher for fifth grade classrooms than for kindergarten classrooms. In this example, as well, assuming enrollment is constant, the utilization rate would decrease.

The DOE anticipates that M045 will still have excess space once M.S. 45 closes and HVA Leadership expands as planned through 2016-2017. Therefore, there is space to both accommodate the expansion of HVA Leadership's grades to include third and fourth grades as well as to accommodate any enrollment growth above the projected enrollment at either Coalition or HVA Leadership.

### III. Impact of the Proposal on Students, Schools, and the Community

#### A. Students

##### *Impact on Students Currently Attending School in the M045 Building*

The proposed expansion of HVA Leadership in M045 is intended to support the continuation of a high quality educational option for District 4 families.

HVA Leadership's grade expansion in M045 would create approximately 180 - 220 additional third and fourth grade seats in District 4. Those seats will be filled by HVA Leadership students who articulate up from the school's lower grades. As HVA Leadership expands it will continue to admit new kindergarten students and fifth grade students through its charter lottery process, which is described in more detail below.

If this proposal is approved, current HVA Leadership elementary students will be able to attend HVA Leadership in M045 from kindergarten through eighth grade. As previously mentioned, HVA Leadership will continue serving its students in grades nine through twelve in private space.

The proposed expansion of HVA Leadership is not expected to impact current or future instructional programming at Coalition. The proposed expansion is also not expected to impact M.S. 45 in any way, as the implementation of this proposed expansion would occur after M.S. 45 has already closed.

In accordance with DOE policy, English language learner ("ELL") students are admitted to schools in the same manner as their non-ELL peers. Current and future ELL students at HVA Leadership and Coalition would continue to receive appropriate ELL services. M.S. 45 currently offers Integrated Co-Teaching ("ICT"), Self-Contained ("SC") Classes, and Special Education Teacher Support Services ("SETSS"). Both HVA Leadership and Coalition provide and will continue to provide students with disabilities the supports and services indicated on their Individualized Education Programs ("IEPs").

M.S. 45 admits students through a screened application process. In screened programs, students are ranked by the school based on a range of factors which may include final report card grades from the prior school year, reading and math standardized test scores, and attendance and punctuality. Schools may also utilize other application requirements to screen applicants such as an interview, essay, teacher recommendation, or additional diagnostic test. These requirements, if applicable, will be listed on the school's Directory page.

Coalition has an Ed. Opt. program with a humanities and interdisciplinary interest area focus. Ed. Opt. programs are designed to attract a wide range of academic performers. Students applying to an Ed. Opt.

program are categorized into one of three groups based upon the results of their seventh grade standardized reading test score:

- Top 16%- High
- Middle 68%- Middle
- Bottom 16%- Low

From the applicant pool, half the students are chosen by the school administration and half are selected randomly. However, students who score in the top 2% on the seventh grade English Language Arts reading exam will automatically be matched to the Ed. Opt. program if they listed it as their first choice. If a student is in the top 2%, it is indicated on his/her application next to the reading score.

### *Impact on Academic and Extracurricular Offerings in M045*

HVA Leadership currently offers the following special programs and partnerships for its elementary and middle school students:<sup>10</sup>

- Individualized tutoring, after-school homework center and Saturday school
- Small-group advisory system where each student is connected with an adult advisor
- Extended-day from 7:30am to 5:30pm (music, dance, yoga, photography, theatre)
- Community service projects such as toy drives, coat drives, charity walkathons

M.S. 45<sup>11</sup> currently offers the following sports and partnerships:<sup>12</sup>

Sports:

- Baseball
- Basketball
- Football
- Indoor Track
- Soccer
- Swimming
- Softball
- Volleyball

Partnerships:

- New York University (NYU)
- Hunter College
- University of Connecticut
- CFES
- The Leadership Program
- Comp2Kids (Per Scholas & Time Warner)
- Cooperative, Healthy, Active, Motivated, Positive Students (CHAMPS)

<sup>10</sup> Compiled from the 2012-2013 Directory of NYC Charter Schools and Harlem Village Academies Web site: <http://www.harlemvillageacademies.org>.

<sup>11</sup> In a separate proposal, the DOE has proposed to close M.S. 45 at the conclusion of the 2012-2013 school year.

<sup>12</sup> Compiled from the 2012-2013 Middle School Directory, at <http://schools.nyc.gov/NR/rdonlyres/9DF2FCDD-D02D-4861-BEE5-BF5143A84CE2/0/201213D4MSD.pdf>.

- New York City Department of Parks & Recreation (Education Department)
- Attendance Court of NYC
- CAMBA
- City Year
- American Ballroom Theater
- The Phillips Collection
- Joe Torre Foundation
- Margaret's Place
- Harlem Youth Justice Center
- Beacon/Supportive Children's Advocacy Network (SCAN)
- Safe Horizon
- America Reads
- The Leadership Academy
- Mount Sinai Medical Center /Child Adolescent and Family Services (CAFS)

Coalition currently offers the following special programs, sports and partnerships:<sup>13</sup>

Programs:

- Interdisciplinary curriculum with technology integration
- Advisory
- College advisement
- Community service
- Regents and RCT examination skill support
- College Now

Sports:

- Baseball
- Basketball
- Bowling
- Football
- Outdoor Track
- Volleyball
- Golf
- Indoor Track
- Softball
- Harlem Pride Sports

Partnerships:

- The Beacon Program
- Reach For the Stars
- Urban Dove
- Big Brother Big Sisters

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<sup>13</sup> Compiled from the Directory of NYC Public High Schools 2012-2013, at <http://schools.nyc.gov/ChoicesEnrollment/High/Directory/default.htm>

- John Jay College
- Columbia University
- Fordham University
- The City College of New York
- The State University of New York (SUNY)
- Midori and Friends
- Early Stages
- Amas Musical Theatre
- Carnegie Hall Global Encounters
- Literacy Takes A Bow

As the implementation of this proposal occurs after the proposed closure of M.S. 45, this proposal is not anticipated to impact M.S. 45 in any way. The DOE does not anticipate that this proposal would impact the special programs, sports and partnerships of Coalition. Coalition would continue to offer extra-curricular programs based on student interests, available resources, and staff support for those programs. The proposed expansion would not impact those opportunities. Students would continue to have the opportunity to participate in a variety of extracurricular programs, though the specific programs offered at a given school are always subject to change. That is true for any City student as all schools modify extracurricular offerings annually based on student demand and available resources.

If this proposal is approved, building M045 will continue to serve elementary, middle and high school students. Currently, the DOE supports other campuses where elementary schools are co-located with high schools, including the Julia Richman Educational Complex, building M480, which houses Ella Baker (a K-8 school), four high schools, and part of a District 75 special education program; the Adlai Stevenson Campus, building X450, which houses eight high schools, an Alternative Learning Center, and the full-day pre-kindergarten sections of elementary school P.S. 138; and the Brandeis Educational Campus, building M470, which serves multiple high schools and Upper West Success Charter Elementary School. The DOE is not aware of any unusual discipline problems caused by the co-location of elementary age students with high school age students. The DOE, in consultation with the Building Council, will, where possible, allocate contiguous and dedicated space to the elementary students to ensure the safety of all students.

#### *Impact on Other Organizations Located in M045*

For the 2012-2013 school year, M045 also houses the CBO El Faro Beacon and space occupied by CEC 4.

This proposal to expand HVA Leadership to the third and fourth grade is not expected to impact the siting or building use of El Faro Beacon or CEC 4.

#### *Impact on Future Elementary School Students in District 4*

The DOE strives to ensure that all students in New York City have access to a high-quality school at every stage of their education. If the proposal to expand HVA Leadership to serve students in third and fourth grade is approved, HVA Leadership would add approximately 180 - 220 third and fourth grade seats for students in District 4 by 2016-2017. If the proposal is approved, future HVA Leadership kindergarten students would be able to attend HVA Leadership in M045 through eighth grade. HVA Leadership students in grades nine through twelve would attend those grades in private space.

All pre-kindergarten age students residing in District 4 will have the opportunity to apply through the charter application lottery to enter kindergarten at HVA Leadership in September 2013. All fourth grade students residing in District 4 will have the opportunity to apply through the charter application lottery to

enter fifth grade at HVA Leadership in September 2013. HVA Leadership's lottery preferences are as follows:

- Returning students;
- Siblings of currently enrolled students;
- Students who reside in District 4;
- 30% of admission slots will be reserved for applicants who are eligible for free or reduced price lunch.

Detailed information about charter schools will also be published annually and is available in print and on the DOE Web site here: <http://schools.nyc.gov/community/planning/charters/Directory.htm>

### *Impact on Future Middle School Students in District 4*

If this proposal is approved, HVA Leadership will continue its expansion by adding one grade each year through 2016-2017, when it will reach full scale, serving students in grades kindergarten through eight in M045.

The proposal to close M.S. 45 and its impact on current M.S. 45 students are outlined in a separate EIS available at: <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2012-2013/Mar112013Proposals.htm>. If that proposal is approved, M.S. 45 will close at the end of the 2012-2013 school year. Current sixth and seventh grade students, and current eighth grade students who do not meet promotional standards at the end of the school year, will be offered seats at other District 4 middle schools or at middle schools in their resident districts. Current eighth grade students who meet promotional standards at the end of the school year will be supported through the Citywide High School Admissions Process to select a new high school.

If the proposal to close M.S. 45 is approved, though students will no longer be able to attend M.S. 45, students will continue to have access to a broad range of middle school options through the District 4 Middle School Choice process. Although this proposal is not directly creating middle school seats in relation to the closure of M.S. 45, District 4 has a number of excess seats at the middle school level.

Through the District 4 Middle School Choice process, students are offered the opportunity to apply to a range of middle schools within their district, and/or schools with borough-wide or city-wide eligibility. Students may also choose to apply to a number of schools that manage their own admission processes. Information about these options is printed in each district's Middle School Choice Directory which can be found at <http://schools.nyc.gov/ChoicesEnrollment/Middle/Publications/default.htm#manhattan>. Please note that this directory is updated yearly.

Under the District 4 Middle School Choice process, students will rank their preferences from among District 4 choice middle schools.<sup>14</sup> These options include:

- Choice middle schools or programs with a screened admissions method (admission is based on criteria designated by the school);
- Choice middle schools or programs with an unscreened or limited unscreened admissions method (limited unscreened schools admit students on the same basis as unscreened schools except that they give preference to students who have attended a school information session);
- K-8 schools with an unscreened admissions method that have available seats for middle school students;

<sup>14</sup> The Middle School Directory can be found at <http://schools.nyc.gov/NR/rdonlyres/9DF2FCDD-D02D-4861-BEE5-BF5143A84CE2/0/201213D4MSD.pdf>

- 6-12 schools with an unscreened, limited unscreened or screened admissions method for middle school students.
- Schools with borough-wide or Citywide eligibility with an unscreened, limited unscreened or screened admissions method.

In addition, screened and audition middle schools and alternative programs are offered through referrals. In this way, the DOE is able to offer individual students the widest breadth of options across a large number of schools.

Middle school students with IEPs, with the exception of those recommending placement in a District 75 school, are admitted to schools in the same manner as general education students. Schools will create programs that meet the needs of all students, ensuring students with IEPs access to learn alongside their non-disabled peers to the greatest extent possible.

In accordance with DOE policy, ELL students participate in the middle school admissions processes in the same manner as their peers who are not ELL students. Students who are ELL students are placed according to the same placement criteria as their English-speaking peers. Students requiring ELL services will continue to receive appropriate services at the middle school they attend.

Over-the-counter (“OTC”) placement is a term that refers to the method of enrolling students who need a school assignment because they were not part of any admissions process for entry grades and/or were not enrolled in a NYC school at the time school started. These students fall into one of four categories:

- New to the New York City school system; or
- Left the New York City school system and have returned<sup>15</sup>; or
- Are seeking transfers (based on the guidelines outlined in Chancellor’s Regulation A-101), or
- Did not participate in the middle school admissions process for some other reason.

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

If the Division of Portfolio Planning determines that additional OTC seats may be needed, the number of available seats is reviewed and, if space allows, adjusted in those schools where the admissions methods are limited unscreened, or unscreened. Should a zoned school reach capacity, the school may be “capped,” in which case OTC arrivals may be directed to a different district middle school. Should sufficient space open at the capped school, the student has the right to return if the student so chooses.

### *Enrollment Impact for Future High School Students – High School Admissions Process*

The proposed grade expansion of HVA Leadership is not anticipated to impact the admissions processes of Coalition. Coalition admits students as part of the High School Admissions Process. In New York City, high school admission is based on a Citywide choice process, with students ranking up to 12 high school programs in order of preference.

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<sup>15</sup> Per Chancellor's Regulation A-101, students have the "right to return" to their prior school following discharge within one calendar year of discharge, subject to available seats. Therefore, it is possible that non-zoned students arriving for an OTC placement may be granted admission to a zoned school.

For high school admissions for the 2013-2014 school year, there are two rounds in the High School Admissions Process:

**Round One:** All eighth-grade and interested first-time ninth-grade students participate in this round. All students, including applicants to the Specialized High Schools, will receive match results in March 2013.

**Round Two:** All eighth-grade and first-time ninth-grade students are eligible to apply to schools in Round Two. Any student who does not receive a match in Round One must apply to the available programs in Round Two to receive a match. In addition, any student who received a match in Round One may reapply to available programs in Round Two. A student who participates in Round Two and has already received a Round One match will have his or her Round One match nullified if the student receives a match in Round Two. The available programs for Round Two include schools with remaining seats and new schools that will open the following September. Students will receive Round Two results at the end of May 2013.

For more information about the High School Admissions Process, please visit: <http://schools.nyc.gov/ChoicesEnrollment/High>.

High school students with IEPs, with the exception of those students recommended for a D75 placement, are admitted in the same manner as general education students. Schools will create programs that meet the needs of all students, ensuring students with IEPs access to learn alongside their non-disabled peers to the greatest extent possible.

Similarly, ELL students are admitted to high schools in the same manner as their non-ELL peers. Any students requiring ELL services will continue to receive appropriate services in accordance with DOE policy.

Coalition admits students through the Ed. Opt. method. Ed. Opt. programs are designed to attract a wide range of academic performers. Students applying to an Educational Option program are categorized into one of three groups based upon the results of their seventh grade standardized reading test score:

- Top 16%- High
- Middle 68%- Middle
- Bottom 16%- Low

From the applicant pool, half the students are chosen by the school administration and half are selected randomly. However, students who score in the top 2% on the seventh grade English Language Arts reading exam will automatically be matched to the Ed. Opt. program if they listed it as their first choice. If a child is in the top 2%, it is indicated on his/her application next to the reading score.

High school students with IEPs, with the exception of those students recommended for a D75 placement, are admitted in the same manner as general education students. Schools will create programs that meet the needs of all students, ensuring students with IEPs access to learn alongside their non-disabled peers to the greatest extent possible.

In accordance with DOE policy, ELLs participate in the high school admissions processes in the same manner as their non-ELL peers. ELL students are also placed according to the same criteria as their non-ELL peers. Any students requiring ELL services will continue to receive appropriate services at the school to which they are matched.

A full list of City high schools with more detailed information about admissions and programs is available in the New York City High School Directory, which is available in print at DOE middle schools, Borough Enrollment Offices, or on the DOE's Web site at

<http://schools.nyc.gov/ChoicesEnrollment/High/Directory/default.htm>.

### *Enrollment Impact for Future High School Students – Over-the-Counter Process*

In addition to the High School Admissions Process, some students may receive a placement at Coalition through the (“OTC”) process.

OTC placement is a term that refers to the method of enrolling students who need a school assignment because they were not part of any admissions process for entry grades and/or were not enrolled in a New York City school at the time school started. Most of these students fall into one of four categories:

- New to the New York City school system; or
- Left the New York City school system and have returned;<sup>16</sup> or
- Are seeking transfers (based on the guidelines outlined in Chancellor’s Regulation A-101); or
- Students who did not participate in the High School Admissions Process for some other reason.

When a student arrives for an OTC placement, his/her school assignment is determined by his/her interest, his/her home address, which schools have available seats, and, where applicable, transfer guidelines. The student visits a Borough Enrollment Office where he/she meets with a counselor who reviews options that will meet the student’s needs.

There is a peak enrollment period occurring just prior to and into the opening of school when thousands of students arrive. Prior to the start of the peak enrollment period, schools are reminded about the number of OTC students they can expect. This number is based on a school’s enrollment projection and the results of the admissions process.

If the Division of Portfolio Planning determines that additional OTC seats may be needed, the number of seats available are reviewed and – if space allows – adjusted in those schools where the admissions methods are limited unscreened, educational option, or unscreened.

Screened programs (those that have academic criteria) that have a two-year track record of not meeting their enrollment targets through the High School Admissions Process are “de-screened” for the OTC process in order to increase the number of options for students. In addition, screened and audition schools, transfer schools,<sup>17</sup> international schools,<sup>18</sup> and alternative programs are offered through referral. In this way, the DOE is able to offer individual students the widest breadth of options across a large number of schools.

The number of schools that admit students during the peak enrollment period has grown steadily over time, which means that students arriving during this period are being offered more options than in the past. In the 2011-2012 school year, 599 schools Citywide that serve grades nine through twelve accepted students during the peak enrollment period, compared to 504 five years ago. Moreover, in Manhattan, the number of schools that admit students during this period has increased from 122 to 144.

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<sup>16</sup> As detailed in Chancellor's Regulation A-101, students have the "right to return" to their prior school following discharge within one calendar year of discharge, subject to available seats.

<sup>17</sup> Transfer schools are small, academically rigorous high schools designed to re-engage students who have dropped out of high school or have fallen behind. These schools are designed to create a personalized learning environment and to provide students with connections to college. Students graduate with a high school diploma from the transfer school they attend. For more information about transfer schools, please visit the DOE’s Web site at: [www.goingforme.org](http://www.goingforme.org).

<sup>18</sup> International schools are designed to provide quality education for recently arrived immigrant students through a unique educational model.

## **B. Schools**

If this proposal to expand HVA Leadership in M045 is approved, there will be sufficient space to accommodate HVA Leadership at full scale and Coalition pursuant to the Citywide Instructional Footprint (the “Footprint”). All schools in M045 are currently using space in excess of their baseline footprint allocations. Furthermore, as detailed in the attached BUP, in every future year of the proposal, there will be excess full-size, half-size, quarter-size, and designed administrative spaces allocated to the schools above their baseline Footprint allocations. Please visit the DOE’s Web site to access the Footprint, which guides space allocation and use in City schools: [http://schools.nyc.gov/NR/ronlyres/78D715EA-EC50-4AD1-82D1-1CAC544F5D30/0/DOEFOOTPRINTSConsolidatedVersion2011\\_FINAL.pdf](http://schools.nyc.gov/NR/ronlyres/78D715EA-EC50-4AD1-82D1-1CAC544F5D30/0/DOEFOOTPRINTSConsolidatedVersion2011_FINAL.pdf).

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

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

For grades six through twelve, the Footprint assumes that students move from class to class and that classrooms should be programmed at maximum efficiency. The Footprint does not require that every teacher have his or her own designated classroom. Principals are asked to program their schools efficiently so that classrooms can be used for multiple purposes throughout the course of the school day.

The Footprint allocates the number of baseline rooms for student support services, resources rooms, and administrative space based on the grades a school serves and its enrollment at scale. As in other situations where schools are co-located, the schools would need to share large common and specialty rooms in the building, such as the cafeteria, the gymnasium, and the library. Specific decisions regarding the allocation of the shared spaces will be made by the Building Council, consisting of principals from all co-located schools, in conjunction with the DOE’s Office of Space Planning.

## **C. Community**

As described in the separate EIS detailing the DOE’s decision to close M.S. 45, M.S. 45 has struggled with low performance despite the considerable support that the DOE has offered to the school. Under this proposal, the M045 building will remain open but will offer educational options that are intended to better support the learning needs of future students across District 4. This proposal to expand HVA Leadership would result in more students being served within M045 and a more efficient use of building space within District 4. Simultaneously, this proposal provides parents and students with additional choices in District 4.

The proposed expansion of the co-location of HVA Leadership will create new third and fourth grade seats in District 4, and will allow HVA Leadership students to complete their primary-grade education in a single school building.

HVA Leadership has earned A grades on its 2007-2008 to 2010-2011 Progress Report. In the most recent Progress Report in 2011-2012, HVA Leadership received an overall grade of “B.” In 2012, HVA Leadership scored in the top third of all middle schools citywide on the Progress Report. In 2012, 89% of

HVA 8th graders earned High School credit and roughly 90% of 8th graders were proficient in ELA and Math. The DOE believes that HVA Leadership will continue this record of success and this expansion will maintain an additional high-quality elementary school option in District 4.

The DOE supports parent choice and strives to ensure that all families have access to high-quality schools that meet their children's needs. The proposed expansion of HVA Leadership to serve students in third and fourth grade in M045 is intended to meet those goals by providing more high-quality elementary school seats in District 4.

As mentioned earlier, this proposal is not expected to impact the siting or building use of El Faro Beacon, or CEC 4.

Finally, this proposal is not expected to impact the ability of community members and organizations to obtain school building use permits at M045.

## IV. Enrollment, Admissions, and School Performance Information

### *HVA Leadership*<sup>19</sup>

#### Admissions Data

<b>Current Admissions</b>	Charter School Lottery Application Process
<b>Admissions after HVA Leadership Expansion is Completed</b>	Charter School Lottery Application Process

#### Enrollment Data<sup>20</sup>

	Grade KG	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Total Enrollment
2012-2013 (unaudited)	131	-	-	-	-	77	81	78	68	435
2013-2014 (projections)	115-135	100-120	-	-	-	70-85	55-65	55-65	60-70	455 - 540
2014-2015 (projections)	115-135	100-120	90-110	-	-	70-85	55-65	50-60	50-60	530 - 635
2015-2016 (projections)	115-135	100-120	90-110	90-110	-	70-85	55-65	50-60	50-60	620 - 745
2016-2017 (projections)	115-135	100-120	90-110	90-110	90-110	70-85	55-65	50-60	50-60	710 - 855

#### Demographic Data<sup>21</sup>

<sup>19</sup> Admissions, enrollment and performance data provided are only for the HVA Leadership grades served in M045. The demographic data refers to the total current student enrollment of HVA Leadership, grades kindergarten and five through twelve.

<sup>20</sup> All figures represent total headcount as of October 1, 2012.

Percentage of Students Receiving ICT or SC Services	0%
Percentage of Students with Individualized Education Programs	10%
Percentage of English Language Learner Students	2%
Percentage of Students Eligible for Free or Reduced Lunch	73%

### School Performance Data<sup>22</sup>

HVA Leadership	2009-2010	2010-2011	2011-2012
<b>School Performance and Progress</b>			
Overall Progress Report Grade	A	A	B
Quality Review Score <sup>23</sup>	N/A	N/A	N/A
<b>Performance Data</b>			
English Language Arts % Proficient (Levels 3 and 4)	51%	52%	56%
Math % Proficient (Levels 3 and 4)	85%	85%	85%
<b>Other Key Performance Indicators</b>			
Attendance Rate	98%	98%	98%

<b>2012-2013 State Accountability Status</b>	In Good Standing
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### *M.S. 45*<sup>24</sup>

### Admissions Data

<b>Current Admissions</b>	District 4 Middle School Choice, Admissions Method: Screened
<b>Admissions After Proposed Closure of M.S. 45</b>	N/A

### Enrollment Data<sup>25</sup>

	Grade 6	Grade 7	Grade 8	Total Enrollment
2012-2013 (unaudited)	28	32	83	143

<sup>21</sup> All figures are as a percentage of total students from the 2012-2013 Unaudited Register (as of October 26, 2012).

<sup>22</sup> Performance data listed is only for HVA Leadership's middle school grades, as their elementary grades have no performance data yet and their high school grades, which are not impacted in this proposal, have a separate progress report.

<sup>23</sup> For more information about Quality Reviews, please visit the DOE Web site at <http://schools.nyc.gov/Accountability/tools/review>.

<sup>24</sup> In a separate EIS the DOE has proposed to close M.S. 45 at the conclusion of the 2012-2013 school year.

<sup>25</sup> All figures are from the 2012-2013 Unaudited Register (as of October 26, 2012).

2013-2014 (projections)	-	-	-	-
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### Demographic Data<sup>26</sup>

Percentage of Students Receiving ICT or SC Services	27%
Percentage of Students with Individualized Education Programs	29%
Percentage of English Language Learner Students	22%
Percentage of Students Eligible for Free or Reduced Lunch	92%

### School Performance Data

<b>M.S. 45</b>	2009-2010	2010-2011	2011-2012
<b>School Performance and Progress</b>			
Overall Progress Report Grade	C	C	D
Quality Review Score	P	N/A	N/A
<b>Performance Data</b>			
English Language Arts % Proficient (Levels 3 and 4)	10%	10%	12%
Math % Proficient (Levels 3 and 4)	14%	19%	12%
<b>Other Key Performance Indicators</b>			
Attendance Rate	89%	89%	88%

<b>2012-2013 State Accountability Status</b>	Priority School
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### *Coalition*

### Admissions Data

<b>Current Admissions</b>	High School Admissions Process Admissions Method: Ed. Opt
<b>Admissions after HVA Leadership Expansion is Completed</b>	High School Admissions Process Admissions Method: Ed. Opt

<sup>26</sup> All figures are as a percentage of total students from the 2012-2013 Unaudited Register (as of October 26, 2012).

### Enrollment Data<sup>27</sup>

	<b>Total Enrollment</b>
2012-2013 (unaudited)	363
2013-2014 (projections)	345 - 380
2014-2015 (projections)	345 - 380
2015-2016 (projections)	345 - 380
2016-2017 (projections)	345 - 380

### Demographic Data<sup>28</sup>

Percentage of Students Receiving ICT or SC Services	19%
Percentage of Students with Individualized Education Programs	26%
Percentage of English Language Learner Students	9%
Percentage of Students Eligible for Free or Reduced Lunch	63%

### School Performance Data

<b>Coalition School for Social Change</b>	2009-2010	2010-2011	2011-2012
<b><i>School Performance and Progress</i></b>			
Overall Progress Report Grade	C	C	D
Quality Review Score	P	UD	D
<b><i>Key Components of Performance and Progress</i></b>			
% 10+ Credit Accumulation in Year 1	71%	74%	67%
4 Year Graduation Rate	68%	51%	47%
6 Year Graduation Rate	60%	69%	71%
% Graduating with a Regents Diploma	38%	28%	42%
Attendance Rate	80%	78%	77%

<b>2012-2013 State Accountability Status</b>	Focus School
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<sup>27</sup> All figures are from the 2012-2013 Unaudited Register (as of October 26, 2012).

<sup>28</sup> All figures are as a percentage of total students from the 2012-2013 Unaudited Register (as of October 26, 2012).

## V. Initial Impact on Budget and Cost of Instruction

This proposal is not expected to impact the cost of instruction at any of the school organizations located in M045.

This proposal is not expected to impact initial costs or allocations at Coalition.

Please refer to the Fair Student Funding & School Budget Resource Guide FY 2013 (“FSF Guide”) and FY 2013 School Allocation Memoranda for additional information on cost of instruction and how the changes to FSF funding and other school allocations will be impacted as a result of register changes at Coalition.

The FSF Guide is available at:

[http://schools.nyc.gov/offices/d\\_chanc\\_oper/budget/dbor/allocationmemo/fy12\\_13/FY13\\_PDF/FSF\\_Guide.pdf](http://schools.nyc.gov/offices/d_chanc_oper/budget/dbor/allocationmemo/fy12_13/FY13_PDF/FSF_Guide.pdf).

The FY 2013 School Allocation Memoranda are available at:

[http://schools.nyc.gov/offices/d\\_chanc\\_oper/budget/dbor/allocationmemo/fy12\\_13/AM\\_FY13\\_CAT.html](http://schools.nyc.gov/offices/d_chanc_oper/budget/dbor/allocationmemo/fy12_13/AM_FY13_CAT.html).

The General Education Charter School per-pupil rate is determined by the New York State Education Department (“NYSED”), and is based on a formula used for all traditional public school districts. The formula divides the district’s Approved Operating Expenditures (“AOE”) by Total Allowable Pupil Units (“TAPU”). Special Education funding is an allocation that Charter Schools may qualify for and receive for serving students that receive special education services for more than 20% of the week as mandated by an IEP.

In accordance with the New York State Charter Schools Act of 1998 (as amended), the Chancellor or his/her designee must first authorize in writing any proposed capital improvement or facility upgrade in excess of five thousand dollars, regardless of the source of funding, made to accommodate the co-location of a charter school within a public school building. For any such improvements or upgrades that have been approved by the Chancellor, capital improvements for facility upgrades shall be made in the amount of the expenditure of the charter school for each non-charter school within the public school building.

The budget and cost impact of the proposal to close M.S. 45 is outlined in a separate EIS that can be found here: <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2012-2013/Mar112013Proposals.htm>.

## VI. Effect on Personnel Needs, Costs of Instruction, Administration, Transportation and Other Support Services

### A. Personnel Needs

A further description of the potential impact that the closure of M.S. 45 would have on M.S. 45’s pedagogical, administrative, and non-pedagogical personnel is outlined in a separate EIS that is available at: <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2012-2013/Mar112013Proposals.htm>.

New administrative staff and non-pedagogical positions will be created at HVA Leadership over the course of the school’s phase-in. HVA Leadership is expected to hire additional administrative and non-pedagogical staff as each new grade is added.

There is no anticipated impact on the personnel needs of Coalition.

### B. Administration

HVA Leadership may hire school supervisors and/or administrator personnel on an as needed basis throughout the course of the school's expansion.

There is no anticipated impact on the administration of Coalition.

### **C. Transportation**

There will be no change to existing transportation practices at Coalition or HVA Leadership throughout HVA Leadership's phase-in. Transportation will be provided at these schools and at HVA Leadership according to Chancellor's Regulation A-801: <http://schools.nyc.gov/NR/rdonlyres/21A1B11A-886B-4F74-9546-E875EE82A14C/40303/A801.pdf>.

### **D. Other Support Services**

The provision of certain support services is described above. Other support services will continue to be provided consistent with citywide policy.

## **VII. Building Information**

<b>Building</b>	M045	
<b>Type of Building</b>	MIDDLE	
<b>Year Built</b>	1958	
<b>Overall BCAS rating</b>	2.43	
<b>2011-2012 Target Building Utilization</b>	82%	
<b>2011-2012 Target Building Capacity</b>	1204	
<b>FY 2012 Maintenance Costs</b>	<b>Labor</b>	\$20,020
	<b>Materials</b>	\$19,081
	<b>Maintenance and repair contracts</b>	\$44,202
	<b>Service contracts</b>	\$0
	<b>Custodial operations costs—Materials</b>	\$12,563
	<b>Custodial operations costs—Custodial Allocation</b>	\$365,336
<b>FY 2012 Energy Costs</b>	<b>Electric</b>	\$214,067
	<b>Gas</b>	\$112,705
	<b>Oil</b>	N/A
<b>Projects completed during the current or prior school year</b>	Auditorium Upgrade	
<b>Projects proposed in the capital plan</b>	Exterior Masonry, Parapets, Roof, IP Surveillance Camera Installation, Walk-in Freezer Replacement	
<b>Accessibility of the building</b>	Building is not functionally programmatically accessible	
<b>Building attributes</b>	Art Rooms, Auditorium, Cafeteria, Computer Rooms, Gymnasium, Library, Nurse's Office, Science Lab	

