

BUILDING UTILIZATION PLAN

INTRODUCTION

As described in greater detail in the attached Educational Impact Statements ("EIS"), the New York City Department of Education ("DOE") is proposing to co-locate a new district middle school (19K654, "19K654"), and Achievement First Charter High School 2 ("AF High School 2"), a charter high school, in building K166 ("K166") at 800 Van Siclen Avenue, Brooklyn, NY 11207, in Community School District 19 beginning in 2013-2014.¹ K166 currently houses J.H.S. 166 George Gershwin (19K166, "J.H.S. 166"), an existing middle school that admits students through the District 19 Middle School Choice Process. K166 also houses UFT Charter School (84K359, "UFT Charter"), an existing public charter school that serves students in sixth through twelfth grade. UFT Charter also serves students in kindergarten through fifth grade in building K292 ("K292"), located at 300 Wyona Street, Brooklyn, NY 11207, in Community School District 19.

19K654 will serve students in sixth through eighth grade and will admit students through the District 19 Middle School Choice Process, offering priority to students residing in the K166 residential zone then to students residing in District 19. If this proposal is approved, 19K654 will begin enrolling sixth grade students in 2013-2014 and will add one grade per year until it is at full scale and serves students in sixth through eighth grade in 2015-2016. AF High School 2 will serve students in ninth through twelfth grades. AF High School 2 will only enroll students who have been promoted from one of two charter middle schools currently operated by Achievement First Schools, a Charter Management Organization. The charter middle schools that will feed into AF High School 2 beginning in the 2013-2014 school year are Achievement First Bushwick (84K538, "AF Bushwick"), located in District 32, and Achievement First East New York (84K358, "AF East NY"), located in District 19. AF High School 2 will open with ninth grade in 2013, and will phase-in one grade each year, until the school reaches full scale in 2016-2017, serving ninth through twelfth grade students.

In a separate EIS, the DOE has proposed to gradually phase-out and eventually close J.H.S. 166 because of its low performance and inability to improve quickly to better support student needs. If the phase-out proposal is approved, J.H.S. 166 will no longer admit sixth grade students after the conclusion of the 2012-2013 school year. One grade will then be phased-out each subsequent year. During the 2013-2014 school year, J.H.S. 166 will serve students in seventh and eighth grade and, in 2014-2015, it will serve students in eighth grade. J.H.S. 166 will close after June 2015. For the purposes of this Building Utilization Plan ("BUP") it is assumed that the proposed phase-out J.H.S. 166 will be approved by the Panel for Educational Policy ("PEP"). However, if the proposal is not approved, this BUP and the attached EISs will be revised as necessary.

In a separate EIS, the DOE has proposed to resite the sixth through eighth grades of UFT Charter to K292 after the conclusion of the 2012-2013 school year. If that resiting proposal is approved, only the ninth through twelfth grades of UFT Charter School will be located in K166 beginning in September 2013. For the purposes of this BUP, it is assumed that the proposed resiting of UFT Charter's sixth through eighth grade will be approved by the PEP. However, if the proposal is not approved, this BUP and the attached EISs will be revised as necessary.

Pursuant to the New York State Charter Schools Act of 1998 (as amended May 2010), the following plan outlines the proposed allocation of classrooms and administrative space between J.H.S. 166, UFT Charter, 19K654 and AF High School 2. It also includes a proposal for the collaborative usage of shared resources and spaces during the 2013-2014 year between J.H.S. 166, UFT Charter, 19K654 and AF High School 2, including, but not limited to, cafeterias, libraries, and gymnasiums, to assure equitable access to such facilities. If a school's baseline allocation under the Citywide Instructional Footprint ("Footprint") declines, those rooms may be re-allocated to another co-located school.² Information about the impact on building safety and security, proposed strategies for communication and

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 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.

collaborative decision-making between the co-located schools, and a description of the shared space committee is also included. Please refer to the EISs, 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 is approved by the PEP.

METHODOLOGY

The DOE has applied the Footprint 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 sizes a school has programmed and is confirmed by a walk-through of the building by a representative of the Office of Space Planning and a representative of the school. For elementary schools serving grades K-5 and for pre-kindergarten programs, the Footprint assumes that classes are self-contained (“SC”), meaning that each class remains in its homeroom throughout the day except for when it is scheduled for a cluster activity (for example, art) or lunch, recess, etc. Further, the Footprint 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 section (“ICT”) and a full-size or half-size classroom to accommodate each 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, resource rooms, and administrative space based on the grades a school serves and its enrollment at scale.

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

Allocation of Classrooms and Administrative Space

According to a building walkthrough and survey performed on February 14, 2012 by a representative of the Office of Space Planning, K166 has a total of 59 full-size ("FS") classrooms/spaces,³ 12 half-size ("HS") classrooms/spaces,⁴ 12 quarter-size ("QS") spaces,⁵ and 3.5 FSE of designed administrative office space. K166 also contains a gymnasium, auditorium, cafeteria, and library. The below spaces are shared spaces or contain building services and will not be included in the allocation of space for an individual school:

- The nurse's office occupies 1.0 FSE of designed administrative space.
- CAMBA occupies 1 half-size and 2 quarter-size space.
- The East New York Campus Satellite of Medgar Evers College occupies 1 half-size and 1 quarter-size space.
- The custodian's office occupies 1 quarter-size space.
- The band room occupies 1 full-size space.

Excluding the spaces outlined above, K166 has a total of 58 full-size classrooms, 10 half-size classrooms/spaces, 8 quarter-size spaces, and 2.5 FSE designed administrative office spaces remaining that can be allocated to schools.

| Summary | FS | HS | QS | Designed Admin (FSE) |
|--|-----------|-----------|----------|----------------------|
| Building Grand Total | 59 | 12 | 12 | 3.5 |
| Shared Spaces or Building Services | 1 | 2 | 4 | 1.0 |
| Remaining Total to be Allocated | 58 | 10 | 8 | 2.5 |

2012-2013 (CURRENT SCHOOL YEAR):

³ Full-size classrooms have an area of 500 square feet or more.

⁴ Half-size classrooms have an area of less than 500 square feet but greater than 239 square feet.

⁵ Quarter-size classrooms have an area of less than 239 feet.

The table below summarizes the total enrollment and sections served at J.H.S. 166 and UFT Charter in 2012-2013:

| 2012-2013 | Total Enrolled ⁶ | GE/ICT Sections | SC Sections |
|--------------------------|-----------------------------|-----------------|-------------|
| J.H.S. 166 | 400 | 13 | 5 |
| UFT Charter ⁷ | 586 | 24 | 0 |

The table below summarizes J.H.S. 166 and UFT Charter's baseline and adjusted 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 the baseline Footprint allocation for J.H.S. 166 due to lack of half-size spaces appropriate for instruction at K166. J.H.S. 166 has been allocated 4 full-size spaces in lieu of 4 half-size spaces.

| 2012-2013 | | Non-Admin Spaces | | Administrative Spaces | | | | Total Admin (FSE) | Grand Total Current Space Allocation | | | |
|-------------|-------------------------------|------------------|-----------------|-----------------------|-----------------|-----------------|--------------------|-------------------|--------------------------------------|-----------------------|--------------------------|----------------------|
| | | Full Size Rooms | Half Size Rooms | Designed Admin (FSE) | Full Size Rooms | Half Size Rooms | Quarter Size Rooms | | Total Full Size Rooms | Total Half Size Rooms | Total Quarter Size Rooms | Designed Admin (FSE) |
| J.H.S. 166 | Baseline Footprint Allocation | 14 | 6 | 2.5 | 0 | 1 | 0 | 3.0 | 14 | 7 | 0 | 2.5 |
| | Adjusted Baseline Allocation | 18 | 2 | 2.5 | 0 | 1 | 0 | 3.0 | 18 | 3 | 0 | 2.5 |
| | Current Space Allocation | 29 | 2 | 2.5 | 0 | 1 | 4 | 4.0 | 29 | 3 | 4 | 2.5 |
| UFT Charter | Baseline Footprint Allocation | 28 | 1 | 0.0 | 1 | 4 | 4 | 4.0 | 29 | 5 | 4 | 0.0 |
| | Current Space Allocation | 28 | 3 | 0.0 | 1 | 4 | 4 | 4.0 | 29 | 7 | 4 | 0.0 |

⁶ 2012-2013 Unaudited Register (as of October 26, 2012).

⁷ Enrollment is for UFT Charter's sixth through twelfth grade in building K166 based on the charter headcount as of October 1, 2012.

As demonstrated in the table above, J.H.S. 166 and UFT Charter are currently using classrooms in excess of their adjusted baseline footprint allocations. The table below summarizes the available space within K166 after J.H.S. 166 and UFT Charter have received their adjusted baseline and baseline allocations, respectively, some of which will be allocated to 19K654 and AF High School 2 in 2013-2014.

| 2012-2013 | Designed Admin (FSE) | Full-Size Rooms | Half-Size Rooms | Quarter-Size Rooms |
|--|----------------------|-----------------|-----------------|--------------------|
| Space In Excess of Baseline Allocation | 0.0 | 11 | 2 | 4 |

2013-2014 (FIRST YEAR OF PROPOSED IMPLEMENTATION):

If the proposals to co-locate 19K654 and AF High School 2 in K166 are approved, in 2013-2014 19K654 will serve sixth-grade students, AF High School 2 will serve ninth grade students, J.H.S. 166 will serve seventh and eighth grade students, and UFT Charter School will serve ninth through twelfth grade students in K166.

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

| 2013-2014 | Projected Enrollment ⁸ | GE/ICT Sections | SC Sections |
|------------------|-----------------------------------|-----------------|-------------|
| J.H.S. 166 | 215-235 | 8 | 3 |
| UFT Charter | 225-285 | 12 | 0 |
| 19K654 | 115-125 | 4 | 2 |
| AF High School 2 | 95-120 | 4 | 0 |

After J.H.S. 166, UFT Charter, 19K654, and AF High School 2 have received their respective baseline and adjusted baseline Footprint allocation of rooms, as described below, the following number of rooms will remain unallocated:

| 2013-2014: Building K166 | Designed Admin (FSE) | Full-Size Rooms | Half-Size Rooms | Quarter-Size Rooms |
|--|----------------------|-----------------|-----------------|--------------------|
| Space In Excess of Baseline Allocation | 0.0 | 23 | 0 | 4 |

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

The excess space will be allocated between J.H.S. 166, UFT Charter, 19K654, and AF High School 2 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 DOE has adjusted the baseline Footprint allocation for J.H.S. 166 due to lack of half-size spaces appropriate for instruction at K166. J.H.S. 166 has been allocated 1 full-size space in lieu of 1 half-size space.

The table below summarizes the full 2013-2014 room allocation plan for J.H.S. 166, UFT Charter, 19K654, and AF High School 2 based on their baseline and adjusted baseline Footprint allocations, plus the excess space allocation:

| 2013-2014 | | Non-Admin Spaces | | Administrative Spaces | | | | Total Admin (FSE) | Additional (Excess) Allocation | | | | 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) |
| J.H.S. 166 | Baseline Footprint Allocation | 9 | 3 | 2.5 | 0 | 0 | 0 | 2.5 | 0 | 0 | 0 | 0.0 | 9 | 3 | 0 | 2.5 |
| | Adjusted Baseline Allocation | 10 | 2 | 2.5 | 0 | 0 | 0 | 2.5 | 7 | 0 | 0 | 0.0 | 17 | 2 | 0 | 2.5 |
| UFT Charter | Baseline Footprint Allocation | 12 | 1 | 0.0 | 1 | 3 | 0 | 2.5 | 8 | 0 | 2 | 0.0 | 21 | 4 | 2 | 0.0 |
| 19K654 | Baseline Footprint Allocation | 5 | 3 | 0.0 | 2 | 0 | 0 | 2.0 | 5 | 0 | 2 | 0.0 | 12 | 3 | 2 | 0.0 |
| AF High School 2 | Baseline Footprint Allocation | 4 | 1 | 0.0 | 1 | 0 | 4 | 2.0 | 3 | 0 | 0 | 0.0 | 8 | 1 | 4 | 0.0 |

The change in rooms for each school organization is reflected below:

| ROOM CHANGE (+/-) | CURRENT 2012-2013 GRAND TOTAL SPACE ALLOCATIONS | | | | PROPOSED 2013-2014 GRAND TOTAL SPACE ALLOCATIONS | | | | YEAR-OVER-YEAR CHANGE (+/-) | | | |
|-------------------|---|-----------------|--------------------|----------------------|--|-----------------|--------------------|----------------------|-----------------------------|-----------------|--------------------|----------------------|
| | Full Size Rooms | Half Size Rooms | Quarter Size Rooms | Designed Admin (FSE) | Full Size Rooms | Half Size Rooms | Quarter Size Rooms | Designed Admin (FSE) | Full Size Rooms | Half Size Rooms | Quarter Size Rooms | Designed Admin (FSE) |
| J.H.S. 166 | 29 | 3 | 4 | 2.5 | 17 | 2 | 0 | 2.5 | -12 | -1 | -4 | 0.0 |
| UFT Charter | 29 | 7 | 4 | 0.0 | 21 | 4 | 2 | 0.0 | -8 | -3 | -2 | 0.0 |
| 19K654 | 0 | 0 | 0 | 0.0 | 12 | 3 | 2 | 0.0 | +12 | +3 | +2 | 0.0 |
| AF High School 2 | 0 | 0 | 0 | 0.0 | 8 | 1 | 4 | 0.0 | +8 | +1 | +4 | 0.0 |

2014-2015 (SECOND YEAR OF PROPOSED IMPLEMENTATION):

If the proposals to co-locate 19K654 and AF High School 2 in K166 are approved, in 2014-2015 19K654 will serve sixth and seventh grade students, AF High School 2 will serve ninth and tenth grade students, J.H.S. 166 will serve eighth grade students, and UFT Charter will serve ninth through twelfth grade students in K166. The table below summarizes the total projected enrollment and number of sections served at each school in 2014-2015:

| 2014-2015 | Projected Enrollment ⁹ | GE/ICT Sections | SC Sections |
|---------------------------|-----------------------------------|-----------------|-------------|
| J.H.S. 166 | 100 - 110 | 4 | 1 |
| UFT Charter ¹⁰ | 225-285 | 12 | 0 |
| 19K654 | 230 - 250 | 8 | 4 |
| AF High School 2 | 180-225 | 8 | 0 |

⁹ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

¹⁰ Enrollment is for UFT Charter's ninth through twelfth grade in building K166.

After J.H.S. 166, UFT Charter, 19K654, and AF High School 2 have received their respective baseline and adjusted baseline Footprint allocation of rooms, as described below, the following number of rooms will remain unallocated:

| 2014-2015: Building K166 | Designed Admin (FSE) | Full-Size Rooms | Half-Size Rooms | Quarter- Size Rooms |
|--|----------------------|-----------------|-----------------|---------------------|
| Space In Excess of Baseline Allocation | 0.0 | 17 | 0 | 4 |

The excess space will be allocated between J.H.S. 166, UFT Charter, 19K654, and AF High School 2 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.¹¹

The DOE has adjusted the baseline Footprint allocation for J.H.S. 166 due to lack of half-size spaces appropriate for instruction at K166. J.H.S. 166 has been allocated 1 full-size space in lieu of 1 half-size space.

The DOE has adjusted the baseline Footprint allocation for 19K654 due to lack of half-size spaces appropriate for instruction at K166. 19K654 has been allocated 2 full-size spaces in lieu of 2 half-size spaces.

The table below summarizes the full 2014-2015 room allocation plan for J.H.S. 166, UFT Charter, 19K654, and AF High School 2 based on their baseline and adjusted baseline footprint allocations, plus the excess space allocation:

| 2014-2015 | | Non-Admin Spaces | | Administrative Spaces | | | | Total Admin (FSE) | Additional (Excess) Allocation | | | | 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) |
| J.H.S. 166 | Baseline Footprint Allocation | 5 | 2 | 2.5 | 0 | 0 | 0 | 2.5 | 0 | 0 | 0 | 0.0 | 5 | 2 | 0 | 2.5 |
| | Adjusted Baseline Allocation | 6 | 1 | 2.5 | 0 | 0 | 0 | 2.5 | 2 | 0 | 0 | 0 | 8 | 1 | 0 | 2.5 |

¹¹ The DOE notes that the designed administrative space in K166 will be concentrated within the area the J.H.S. 166 is currently located and will continue to be located throughout the course of the phase-out. In the interest of keeping all organizations contiguous in the building, this proposal allocates all excess designed administrative space to J.H.S. 166 throughout the course of its phase-out due to building configuration. However, all schools organizations will be allocated their baseline allocation of administrative space. Furthermore, designed administrative space cannot be used as instructional space. Therefore, throughout this proposal, this excess designed administrative space is not considered to be part of J.H.S. 166's proportional allocation of instructional, non-administrative rooms.

| | | | | | | | | | | | | | | | | |
|------------------|-------------------------------|----|---|-----|---|---|---|-----|---|---|---|-----|----|---|---|-----|
| UFT Charter | Baseline Footprint Allocation | 12 | 1 | 0.0 | 1 | 3 | 0 | 2.5 | 6 | 0 | 2 | 0.0 | 19 | 4 | 2 | 0.0 |
| 19K654 | Baseline Footprint Allocation | 9 | 5 | 0.0 | 2 | 1 | 0 | 2.5 | 0 | 0 | 0 | 0.0 | 11 | 6 | 0 | 0.0 |
| | Adjusted Baseline Allocation | 11 | 3 | 0.0 | 2 | 1 | 0 | 2.5 | 5 | 0 | 2 | 0.0 | 18 | 4 | 2 | 0.0 |
| AF High School 2 | Baseline Footprint Allocation | 8 | 1 | 0.0 | 1 | 0 | 4 | 2.0 | 4 | 0 | 0 | 0.0 | 13 | 1 | 4 | 0.0 |

The change in rooms for each school organization is reflected below:

| ROOM CHANGE (+/-) | CURRENT 2013-2014 GRAND TOTAL SPACE ALLOCATIONS | | | | PROPOSED 2014-2015 GRAND TOTAL SPACE ALLOCATIONS | | | | YEAR-OVER-YEAR CHANGE (+/-) | | | |
|-------------------|---|-----------------|--------------------|----------------------|--|-----------------|--------------------|----------------------|-----------------------------|-----------------|--------------------|----------------------|
| | Full Size Rooms | Half Size Rooms | Quarter Size Rooms | Designed Admin (FSE) | Full Size Rooms | Half Size Rooms | Quarter Size Rooms | Designed Admin (FSE) | Full Size Rooms | Half Size Rooms | Quarter Size Rooms | Designed Admin (FSE) |
| J.H.S. 166 | 17 | 2 | 0 | 2.5 | 8 | 1 | 0 | 2.5 | -9 | -1 | 0 | 0.0 |
| UFT Charter | 21 | 4 | 2 | 0.0 | 19 | 4 | 2 | 0.0 | -2 | 0 | 0 | 0.0 |
| 19K654 | 12 | 3 | 2 | 0.0 | 18 | 4 | 2 | 0.0 | +6 | +1 | 0 | 0.0 |
| AF High School 2 | 8 | 1 | 4 | 0.0 | 13 | 1 | 4 | 0.0 | +5 | 0 | 0 | 0.0 |

2015-2016 (THIRD YEAR OF PROPOSED IMPLEMENTATION):

If the proposals to co-locate 19K654 and AF High School 2 in K166 are approved, in 2015-2016 19K654 will serve sixth through eighth-grade students, AF High School 2 will serve ninth through eleventh grade students, and UFT Charter will serve ninth through twelfth grade students in K166. At this point, J.H.S. 166 will have fully phased-out of the building. The table below summarizes the total projected enrollment and projected number of sections served at each school in 2015-2016.

| 2015-2016 | Projected Enrollment ¹² | GE/ICT Sections | SC Sections |
|--------------|------------------------------------|-----------------|-------------|
| J.H.S. 166 | - | 0 | 0 |
| UFT Charter | 225-285 | 12 | 0 |
| 19K654 | 345-375 | 12 | 6 |
| AF Charter 2 | 255-320 | 12 | 0 |

After UFT Charter, 19K654 and AF High School 2 have received their respective baseline and adjusted baseline Footprint allocation of rooms, as described below, the following number of rooms will remain unallocated:

| 2015-2016: Building K166 | Designed Admin (FSE) | Full-Size Rooms | Half-Size Rooms | Quarter- Size Rooms |
|--|----------------------|-----------------|-----------------|---------------------|
| Space In Excess of Baseline Allocation | 0.5 | 14 | 2 | 4 |

The excess space will be allocated between UFT Charter, 19K654, and AF High School 2 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 DOE has adjusted the baseline Footprint allocation for 19K654 due to lack of half-size spaces appropriate for instruction at K166. 19K654 has been allocated 3 full-size spaces in lieu of 3 half-size spaces.

The table below summarizes the full 2015-2016 room allocation plan for UFT Charter, 19K654, and AF High School 2 based on their baseline and adjusted baseline Footprint allocations, plus the excess space allocation:

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

| 2015-2016 | | Non-Admin Spaces | | Administrative Spaces | | | | Total Admin (FSE) | Additional (Excess) Allocation | | | | 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) |
| J.H.S. 166 | Baseline Footprint Allocation | 0 | 0 | 0.0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 | 0.0 |
| UFT Charter | Baseline Footprint Allocation | 12 | 1 | 0.0 | 1 | 3 | 0 | 2.5 | 4 | 1 | 2 | 0.0 | 17 | 5 | 2 | 0.0 |
| 19K654 | Baseline Footprint Allocation | 13 | 6 | 1.0 | 2 | 0 | 0 | 3.0 | 0 | 0 | 0 | 0.0 | 15 | 6 | 0 | 1.0 |
| | Adjusted Baseline Allocation | 16 | 3 | 1.0 | 2 | 0 | 0 | 3.0 | 5 | 1 | 2 | 0.0 | 23 | 4 | 2 | 1.0 |
| High School | Baseline Footprint Allocation | 12 | 1 | 1.0 | 1 | 0 | 4 | 3.0 | 5 | 0 | 0 | 0.5 | 18 | 1 | 4 | 1.5 |

The change in rooms for each school organization is reflected below:

| ROOM CHANGE (+/-) | CURRENT 2014-2015 GRAND TOTAL SPACE ALLOCATIONS | | | | PROPOSED 2015-2016 GRAND TOTAL SPACE ALLOCATIONS | | | | YEAR-OVER-YEAR CHANGE (+/-) | | | |
|-------------------|---|-----------------|--------------------|----------------------|--|-----------------|--------------------|----------------------|-----------------------------|-----------------|--------------------|----------------------|
| | Full Size Rooms | Half Size Rooms | Quarter Size Rooms | Designed Admin (FSE) | Full Size Rooms | Half Size Rooms | Quarter Size Rooms | Designed Admin (FSE) | Full Size Rooms | Half Size Rooms | Quarter Size Rooms | Designed Admin (FSE) |
| J.H.S. 166 | 8 | 1 | 0 | 2.5 | 0 | 0 | 0 | 0.0 | -8 | -1 | 0 | -2.5 |
| UFT Charter | 19 | 4 | 2 | 0.0 | 17 | 5 | 2 | 0.0 | -2 | +1 | 0 | 0.0 |
| 19K654 | 18 | 4 | 2 | 0.0 | 23 | 4 | 2 | 1.0 | +5 | 0 | 0 | +1.0 |
| AF High School 2 | 13 | 1 | 4 | 0.0 | 18 | 1 | 4 | 1.5 | +5 | 0 | 0 | +1.5 |

2016-2017 (FOURTH AND FINAL YEAR OF PROPOSED IMPLEMENTATION):

If the proposals to co-locate 19K654 and AF High School 2 in K166 are approved, in 2016-2017 19K654 will serve sixth through eighth-grade students, AF High School 2 will serve ninth through twelfth grade students and UFT Charter will serve ninth through twelfth grade students in K166. The table below summarizes the total projected enrollment and projected number of sections served at each school in 2016-2017.

| 2016-2017 | Projected Enrollment ¹³ | GE/ICT Sections | SC Sections |
|-------------|------------------------------------|-----------------|-------------|
| J.H.S. 166 | - | 0 | 0 |
| UFT Charter | 225-285 | 12 | 0 |
| 19K654 | 345-375 | 12 | 5 |
| AF Charter | 325-410 | 16 | 0 |

After UFT Charter, 19K654, and AF High School 2 have received their respective baseline and adjusted baseline Footprint allocation of rooms, as described below, the following number of rooms will remain unallocated:

| 2016-2017: Building K166 | Designed Admin (FSE) | Full-Size Rooms | Half-Size Rooms | Quarter-Size Rooms |
|--|----------------------|-----------------|-----------------|--------------------|
| Space In Excess of Baseline Allocation | 0.5 | 11 | 2 | 4 |

The excess space will be allocated between UFT Charter, 19K654, and AF High School 2 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 DOE has adjusted the baseline Footprint allocation for 19K654 due to lack of half-size spaces appropriate for instruction at K166. 19K654 has been allocated 2 full-size spaces in lieu of 2 half-size spaces.

The table below summarizes the 2016-2017 room allocation plan for 19K654, UFT Charter and AF High School 2 based on their baseline and adjusted baseline Footprint allocations:

¹³ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

| 2016-2017 | | Non-Admin Spaces | | Administrative Spaces | | | Total Admin (FSE) | Additional (Excess) Allocation | | | | Grand Total Space Allocation | | | | |
|----------------|-------------------------------|------------------|-----------------|-----------------------|-----------------|-----------------|-------------------|--------------------------------|----------------------------|----------------------------|-------------------------------|---------------------------------|-----------------------|-----------------------|--------------------------|-----------------------------|
| | | Full Size Rooms | Half Size Rooms | Design ed 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 Design ed Admin (FSE) |
| J.H.S. 166 | Baseline Footprint Allocation | 0 | 0 | 0.0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 | 0.0 |
| UFT Charter | Baseline Footprint Allocation | 12 | 1 | 0.0 | 1 | 3 | 0 | 2.5 | 3 | 1 | 2 | 0.0 | 16 | 5 | 2 | 0.0 |
| 19K654 | Baseline Footprint Allocation | 13 | 5 | 1.0 | 2 | 0 | 0 | 3.0 | 0 | 0 | 0 | 0.0 | 15 | 5 | 0 | 1.0 |
| | Adjusted Baseline Allocation | 15 | 3 | 1.0 | 2 | 0 | 0 | 3.0 | 4 | 1 | 2 | 0.0 | 21 | 4 | 2 | 1.0 |
| AF High School | Baseline Footprint Allocation | 16 | 1 | 1.0 | 1 | 0 | 4 | 3.0 | 4 | 0 | 0 | 0.5 | 21 | 1 | 4 | 1.5 |

The change in rooms for each school organization is reflected below:

| ROOM CHANGE (+/-) | CURRENT 2015-2016 GRAND TOTAL SPACE ALLOCATIONS | | | | PROPOSED 2016-2017 GRAND TOTAL SPACE ALLOCATIONS | | | | YEAR-OVER-YEAR CHANGE (+/-) | | | |
|-------------------|---|-----------------|--------------------|----------------------|--|-----------------|--------------------|----------------------|-----------------------------|-----------------|--------------------|----------------------|
| | Full Size Rooms | Half Size Rooms | Quarter Size Rooms | Designed Admin (FSE) | Full Size Rooms | Half Size Rooms | Quarter Size Rooms | Designed Admin (FSE) | Full Size Rooms | Half Size Rooms | Quarter Size Rooms | Designed Admin (FSE) |
| J.H.S. 166 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 | 0.0 |
| UFT Charter | 18 | 5 | 2 | 0.0 | 16 | 5 | 2 | 0.0 | -2 | 0 | 0 | 0.0 |
| 19K654 | 23 | 4 | 2 | 1.0 | 21 | 4 | 2 | 1.0 | -2 | 0 | 0 | 0.0 |
| AF High School 2 | 17 | 1 | 4 | 1.5 | 21 | 1 | 4 | 1.5 | +4 | 0 | 0 | 0.0 |

This will serve as the long term room allocation for all three remaining schools in K166.

Shared Space Plan

A proposed Shared Space plan for the 2013-2014 school year 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 K166. The final shared space schedule will be collaboratively drafted by the Building Council if the proposed co-locations are approved by the PEP.

JUSTIFICATION OF FEASIBILITY AND EQUITY OF PROPOSED SHARED SPACE PLAN

This proposed Shared Space Plan is based upon the population size and other relevant factors further described below for each co-located school. Although the DOE has proposed how the shared spaces in the building may be utilized, Building Councils are free to deviate from the proposed Shared Space Plan to accommodate specific programmatic needs of all special populations or groups within each school as is feasible and equitable, provided that the Building Council comes to an agreement of the final Shared Space Plan collaboratively. (NOTE: The Building Council 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, J.H.S. 166 and UFT Charter's current space allocations and lunch schedule as described on the DOE School Food website,¹⁴ the total capacity of each shared space, the grades served by each of the co-located schools, and the start and end times of J.H.S. 166 and UFT Charter's school days based on the Office of Pupil Transportation's bus schedule for a regular school day.¹⁵ Where possible, the proposed schedule maintains J.H.S. 166 and UFT Charter's current allocation of time for each shared space and distributes the remaining time to 19K654 and AF High School 2. To the extent feasible, shared spaces are allocated in a manner that allows J.H.S. 166 and UFT Charter to continue using them on a similar schedule next year. Because 19K654 and AF High School 2 will be co-located in the building for the first time if the proposed co-locations of 19K654 and AF High School 2 are approved, it may be necessary to shorten or change some of the times that have been allocated to J.H.S. 166 and UFT Charter this year so that all students in the building may be accommodated in 2013-2014 and subsequent school years.

In planning how J.H.S. 166, UFT Charter, 19K654, and AF High School 2 may use the 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

Cafeteria

- There is one cafeteria in the building, which has the capacity to hold 756 students.
- The total time allocated to each organization in the cafeteria is primarily based upon J.H.S. 166's and UFT Charter's current use of the cafeteria, the projected enrollment of each school in K166 during 2013-2014, the capacity of the cafeteria, and the grade levels served by each school. Each organization will be able to accommodate its students in the cafeteria within this proposed allocation of time.

¹⁴ See the DOE's School Food website at: http://www.opt-osfns.org/schoolfood/sch_search/schfood.aspx?cfoodsched=17221.

¹⁵ See DOE's Office of Pupil Transportation website at: <https://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/SearchResult.aspx>.

- In the proposed plan below, J.H.S. 166, UFT Charter, 19K654, and AF High School 2 are allocated separate lunch times in the cafeteria, which has the capacity to hold 756 students. J.H.S. 166 currently serves lunch from 10:45am - 1:05pm.¹⁶ In the proposed plan, J.H.S. 166 will be allocated 1 hour daily, or 5 hours weekly, in the cafeteria from 12:30 p.m. to 1:30 p.m. UFT Charter will be allocated 1 hour daily, or 5 hours weekly, in the cafeteria, from 11:30 a.m. to 12:30 p.m. 19K654 will be allocated 1 hour daily, or 5 hours weekly, in the cafeteria, from 10:30 a.m. to 11:30 a.m. AF High School 2 has been allocated 1 hour daily, or 5 hours weekly from 1:30p.m.- 2:30p.m.
- With regard to breakfast, the DOE notes that, traditionally, not all students have opted to participate in the breakfast program at J.H.S. 166, which currently uses the cafeteria from 7:30 a.m. to 8:30 a.m. for breakfast and has been allocated the same time in the proposed schedule below. UFT Charter currently uses the cafeteria from 7:30 a.m. to 8:00 a.m. and has been allocated a similar time from 7:00 a.m. to 8:00 a.m. 19K654 has been allocated from 7:30 a.m. to 8:00 a.m. AF High School 2 has been allocated from 6:45a.m.to 7:15a.m.

Gymnasium, Library, and Auditorium

Gymnasium

- There is one gymnasium in the building, which has the capacity to hold 410 students.
- The DOE proposes that the gymnasium be allocated relative to the projected enrollments of each school.
- In the proposed schedule, UFT Charter is allocated the largest amount of time in the gymnasium, 12.5 hours weekly, because it will serve the greatest number of students and grade levels. J.H.S. 166 is allocated 10 hours weekly in the gymnasium. 19K654 and AF High School 2 are both allocated 7.5 hours weekly. Although J.H.S. 166, UFT Charter, 19K654, and AF High School 2's times in the gymnasium overlap with their designated times in other shared spaces, the DOE notes that not all students follow the same schedule and students may transition from one area to another.

Library

- There is one library in the building.
- The DOE proposes that the library be allocated relative to the projected enrollments of each school.
- The DOE proposes that UFT Charter receive the greatest amount of time in the library, 12.5 hours weekly, because it will serve the greatest number of students and grade levels. J.H.S. 166 is allocated 10 hours weekly in the library. 19K654 and AF High School 2 are both allocated 7.5 hours weekly. Although J.H.S. 166, UFT Charter, and 19K654's times in the library overlap with their designated times in other shared spaces, the DOE notes that not all students follow the same schedule and students may transition from one area to another.

¹⁶ School Food Information for J.H.S. 166 can be found here: http://www.opt-osfns.org/schoolfood/sch_search/schfood.aspx?cfoodsched=19166

Auditorium

- There is one auditorium in the building, which has the capacity to hold 550 students.
- The DOE proposes that the auditorium be allocated relative to the projected enrollments of each school.
- The DOE proposes that UFT Charter receive the greatest amount of time in the auditorium, 12.5 hours weekly, because it will serve the greatest number of students and grade levels. J.H.S. 166 is allocated 10 hours weekly in the auditorium. 19K654 and AF High School 2 are both allocated 7.5 hours weekly. Although J.H.S. 166, UFT Charter, 19K654, and AF High School 2's times in the auditorium overlap with their designated times in other shared spaces, the DOE notes that not all students follow the same schedule and students may transition from one area to another.

Band Room

- There is one band room in the building.
- The DOE proposes that the band room be allocated relative to the projected enrollments of each school.
- The DOE proposes that UFT Charter receive the greatest amount of time in the band room, 12.5 hours weekly, because it will serve the greatest number of students and grade levels. J.H.S. 166 is allocated 10 hours weekly in the band room. 19K654 and AF High School 2 are both allocated 7.5 hours weekly. Although J.H.S. 166, UFT Charter, 19K654, and AF High School 2's times in the band room overlap with their designated times in other shared spaces, the DOE notes that not all students follow the same schedule and students may transition from one area to another.

After-School Programs

- In the schedule below, the DOE does not allocate any time in the shared spaces after the end of the school day. The Building Council will address all requests for use of the shared spaces after school hours and may allocate the shared space as needed for after-school programs.

In 2013-2014, J.H.S. 166 is projected to serve 215-235 students, UFT Charter School is projected to serve 225- 285 students, 19K654 is projected to serve 115-125 students, and AF High School 2 is projected to serve 95-120 students. Based on information from the Office of Pupil Transportation's bus schedules for the earliest start and latest end times of the school day, J.H.S. 166's school day runs from approximately 8:00 a.m. to 3:00 p.m. and UFT Charter school day runs approximately from 8:00 a.m. to 3:00 p.m.¹⁷ Since 19K654 and AF High School 2 are new schools, they do not yet have current school start or end times. Most Achievement First schools run from about 7:15a.m. to 4:00p.m. each day.¹⁸¹⁹

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

¹⁷ <http://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/schTrans.aspx?coptsch=19358>

¹⁸ <http://www.achievementfirst.org/careers/teacher-faqs/>

¹⁹ If AF High School 2 or 19K654's start and end times differ from the proposed schedule, the Building Council can adjust the shared space schedule as needed.

| Space | Monday | Tuesday | Wednesday | Thursday | Friday |
|-------------------------------------|--|--|--|--|--|
| Cafeteria (Capacity: 756) | <p>Breakfast: AF High School 2 6:45a.m.- 7:15a.m. UFT Charter 7:00a.m.-8:00a.m. J.H.S. 166 7:30a.m.-8:30a.m. 19K654 7:30a.m.-8:00a.m.</p> <p>Lunch: 19K654 10:30a.m.-11:30a.m. UFT Charter 11:30a.m.- 12:30p.m J.H.S. 166 12:30p.m.-1:30p.m. AF High School 2 1:30p.m.- 2:30p.m.</p> | <p>Breakfast: AF High School 2 6:45a.m.- 7:15a.m. UFT Charter 7:00a.m.-8:00a.m. J.H.S. 166 7:30a.m.-8:30a.m. 19K654 7:30a.m.-8:00a.m.</p> <p>Lunch: 19K654 10:30a.m.-11:30a.m. UFT Charter 11:30a.m.- 12:30p.m J.H.S. 166 12:30p.m.-1:30p.m. AF High School 2 1:30p.m.- 2:30p.m.</p> | <p>Breakfast: AF High School 2 6:45a.m.- 7:15a.m. UFT Charter 7:00a.m.-8:00a.m. J.H.S. 166 7:30a.m.-8:30a.m. 19K654 7:30a.m.-8:00a.m.</p> <p>Lunch: 19K654 10:30a.m.-11:30a.m. UFT Charter 11:30a.m.- 12:30p.m J.H.S. 166 12:30p.m.-1:30p.m. AF High School 2 1:30p.m.- 2:30p.m.</p> | <p>Breakfast: AF High School 2 6:45a.m.- 7:15a.m. UFT Charter 7:00a.m.-8:00a.m. J.H.S. 166 7:30a.m.-8:30a.m. 19K654 7:30a.m.-8:00a.m.</p> <p>Lunch: 19K654 10:30a.m.-11:30a.m. UFT Charter 11:30a.m.- 12:30p.m J.H.S. 166 12:30p.m.-1:30p.m. AF High School 2 1:30p.m.- 2:30p.m.</p> | <p>Breakfast: AF High School 2 6:45a.m.- 7:15a.m. UFT Charter 7:00a.m.-8:00a.m. J.H.S. 166 7:30a.m.-8:30a.m. 19K654 7:30a.m.-8:00a.m.</p> <p>Lunch: 19K654 10:30a.m.-11:30a.m. UFT Charter 11:30a.m.- 12:30p.m J.H.S. 166 12:30p.m.-1:30p.m. AF High School 2 1:30p.m.- 2:30p.m.</p> |
| Gymnasium (Capacity: 410) | <p>UFT Charter 8:00a.m.-10:30a.m.</p> <p>AF High School 2 10:30a.m.- 12:00p.m.</p> <p>J.H.S. 166 12:00p.m.-2:00p.m.</p> <p>19K654 2:00p.m.-3:30p.m.</p> | <p>UFT Charter 8:00a.m.-10:30a.m.</p> <p>AF High School 2 10:30a.m.- 12:00p.m.</p> <p>J.H.S. 166 12:00p.m.-2:00p.m.</p> <p>19K654 2:00p.m.-3:30p.m.</p> | <p>UFT Charter 8:00a.m.-10:30a.m.</p> <p>AF High School 2 10:30a.m.- 12:00p.m.</p> <p>J.H.S. 166 12:00p.m.-2:00p.m.</p> <p>19K654 2:00p.m.-3:30p.m.</p> | <p>UFT Charter 8:00a.m.-10:30a.m.</p> <p>AF High School 2 10:30a.m.- 12:00p.m.</p> <p>J.H.S. 166 12:00p.m.-2:00p.m.</p> <p>19K654 2:00p.m.-3:30p.m.</p> | <p>UFT Charter 8:00a.m.-10:30a.m.</p> <p>AF High School 2 10:30a.m.- 12:00p.m.</p> <p>J.H.S. 166 12:00p.m.-2:00p.m.</p> <p>19K654 2:00p.m.-3:30p.m.</p> |

| | | | | | |
|---|---|---|---|---|---|
| <p align="center">Library</p> | <p align="center">J.H.S. 166 8:00a.m.-10:00a.m.</p> <p align="center">UFT Charter 10:00a.m.-12:30p.m.</p> <p align="center">19K654 1:00p.m.-2:30p.m.</p> <p align="center">AF High School 2 2:30p.m.- 4:00p.m</p> | <p align="center">J.H.S. 166 8:00a.m.-10:00a.m.</p> <p align="center">UFT Charter 10:00a.m.-12:30p.m.</p> <p align="center">19K654 1:00p.m.-2:30p.m.</p> <p align="center">AF High School 2 2:30p.m.- 4:00p.m</p> | <p align="center">J.H.S. 166 8:00a.m.-10:00a.m.</p> <p align="center">UFT Charter 10:00a.m.-12:30p.m.</p> <p align="center">19K654 1:00p.m.-2:30p.m.</p> <p align="center">AF High School 2 2:30p.m.- 4:00p.m</p> | <p align="center">J.H.S. 166 8:00a.m.-10:00a.m.</p> <p align="center">UFT Charter 10:00a.m.-12:30p.m.</p> <p align="center">19K654 1:00p.m.-2:30p.m.</p> <p align="center">AF High School 2 2:30p.m.- 4:00p.m</p> | <p align="center">J.H.S. 166 8:00a.m.-10:00a.m.</p> <p align="center">UFT Charter 10:00a.m.-12:30p.m.</p> <p align="center">19K654 1:00p.m.-2:30p.m.</p> <p align="center">AF High School 2 2:30p.m.- 4:00p.m</p> |
| <p align="center">Auditorium (Capacity: 550)</p> | <p align="center">UFT Charter 8:00a.m.-10:30a.m.</p> <p align="center">AF High School 2 10:30a.m.- 12:00p.m</p> <p align="center">J.H.S. 166 12:00p.m.-2:00p.m.</p> <p align="center">19K654 2:00p.m.-3:30p.m.</p> | <p align="center">UFT Charter 8:00a.m.-10:30a.m.</p> <p align="center">AF High School 2 10:30a.m.- 12:00p.m</p> <p align="center">J.H.S. 166 12:00p.m.-2:00p.m.</p> <p align="center">19K654 2:00p.m.-3:30p.m.</p> | <p align="center">UFT Charter 8:00a.m.-10:30a.m.</p> <p align="center">AF High School 2 10:30a.m.- 12:00p.m</p> <p align="center">J.H.S. 166 12:00p.m.-2:00p.m.</p> <p align="center">19K654 2:00p.m.-3:30p.m.</p> | <p align="center">UFT Charter 8:00a.m.-10:30a.m.</p> <p align="center">AF High School 2 10:30a.m.- 12:00p.m</p> <p align="center">J.H.S. 166 12:00p.m.-2:00p.m.</p> <p align="center">19K654 2:00p.m.-3:30p.m.</p> | <p align="center">UFT Charter 8:00a.m.-10:30a.m.</p> <p align="center">AF High School 2 10:30a.m.- 12:00p.m</p> <p align="center">J.H.S. 166 12:00p.m.-2:00p.m.</p> <p align="center">19K654 2:00p.m.-3:30p.m.</p> |
| <p align="center">Band Room</p> | <p align="center">UFT Charter 8:00a.m.-10:30a.m.</p> <p align="center">AF High School 2 10:30a.m.- 12:00p.m.</p> <p align="center">J.H.S. 166 12:00p.m.-2:00p.m.</p> <p align="center">19K654 2:00p.m.-3:30p.m.</p> | <p align="center">UFT Charter 8:00a.m.-10:30a.m.</p> <p align="center">AF High School 2 10:30a.m.- 12:00p.m.</p> <p align="center">J.H.S. 166 12:00p.m.-2:00p.m.</p> <p align="center">19K654 2:00p.m.-3:30p.m.</p> | <p align="center">UFT Charter 8:00a.m.-10:30a.m.</p> <p align="center">AF High School 2 10:30a.m.- 12:00p.m.</p> <p align="center">J.H.S. 166 12:00p.m.-2:00p.m.</p> <p align="center">19K654 2:00p.m.-3:30p.m.</p> | <p align="center">UFT Charter 8:00a.m.-10:30a.m.</p> <p align="center">AF High School 2 10:30a.m.- 12:00p.m.</p> <p align="center">J.H.S. 166 12:00p.m.-2:00p.m.</p> <p align="center">19K654 2:00p.m.-3:30p.m.</p> | <p align="center">UFT Charter 8:00a.m.-10:30a.m.</p> <p align="center">AF High School 2 10:30a.m.- 12:00p.m.</p> <p align="center">J.H.S. 166 12:00p.m.-2:00p.m.</p> <p align="center">19K654 2:00p.m.-3:30p.m.</p> |

Building Safety and Security

Pursuant to Chancellor's Regulation A-414²⁰, every school/campus must have a School Safety Committee. The committee plays an essential role in the establishment of safety procedures, the communication of expectations and responsibilities of students and staff, and the design of prevention and intervention strategies and programs specific to the needs of the school. The committee is comprised of various members of the school community, including principal(s); designee of all other programs operating within the building; United Federations of Teachers 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 leaders/designees of 19K654 and AF High School 2 will be part of the K166 School Safety Committee. As a member of the School Safety Committee, the leaders/designees of 19K654 and AF High School 2 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 19K654 and AF High School 2 will be addressed on an ongoing basis. Moreover, the Safety Plan for the K166 school buildings will be modified as appropriate to meet any changing security needs associated with the co-location. The leaders/designees of 19K654 and AF High School 2 will enter information in the K166 schools' overall Safety Plan to ensure the safe operation of the school building.

Each school building must also establish a Building Response Team that will consist of trained staff members from each of the 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 School Safety Plan for the K166 school buildings will be submitted to the Borough Safety Directors of the Office of School and Youth Development for approval. If changes or modifications are necessary, the School Safety Committee will be advised. Once the School's Safety Plan is approved, it will be submitted to the New York City Police Department (NYPD) for final approval and certification by the NYPD.

Proposed Communications Strategy

As per the Campus Policy Memo 2011,²¹ co-located schools 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 school 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 the 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 as related to issues of safety, shared space, campus schedules, split-staff agreements and extended facility use.

A Shared Space Committee (SSC) shall be established by the principals of the schools at campuses where charter schools are co-located in a public school building with one or more non-charter schools or District 75 schools, as set forth in Chancellor's Regulation A-190. With respect to charter school co-locations approved after May 28, 2010, the effective date of the amended Charter Schools Act, the SSC is to review the implementation of the Building Utilization Plan once it has been approved by the PEP. With respect to charter schools that were approved to be located or co-located in a public school building prior to the effective date of the

²⁰ Chancellor's Regulation A-414 is located here: <http://schools.nyc.gov/NR/rdonlyres/381F4607-7841-4D28-B7D5-0F30DDB77DFA/80066/A414FINAL.pdf>

²¹ Campus Policy Memo 2011 is available at <http://schools.nyc.gov/community/campusgov>, under "Key Documents".

amended Charter Schools Act, the SSC shall review implementation of the current building space plans in place at those buildings. The SSC will meet at least 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.