

BUILDING UTILIZATION PLAN

INTRODUCTION

As described in greater detail in the attached Educational Impact Statement (“EIS”), the New York City Department of Education (“DOE”) is proposing to co-locate the middle school grades of Academy Charter School – Manhattan 1 (84MTBD, “SA – Manhattan 1”), SA – Manhattan 2, and Success Academy Charter School – Upper West (84M523, “SA – Upper West”), collectively known as Success Academy Charter School – Manhattan Middle School (84MTBD, “SA – Manhattan MS”), in school building M625 (“M625”) beginning in the 2015-2016 school year. If this proposal is approved, SA – Manhattan MS will be co-located with the following schools: High School of Graphic Communication Arts (02M625, “Graphics”), an existing high school that currently serves students in grades nine through twelve; Business of Sports School (02M393, “BOSS”), an existing high school that serves students in grades nine through twelve; Urban Assembly Gateway School for Technology (02M507, “Gateway”), an existing high school that currently serves students in grades nine through ten; and SA – Manhattan 2, an elementary charter school that will open in the 2013-2014 school year with kindergarten and first grade. Gateway is in the process of phasing in and will serve students in grades nine through twelve once it reaches full scale in 2014-2015. SA – Manhattan 2 will add one grade each year, serving students in kindergarten through fourth grade beginning in the 2016-2017 school year.¹

In addition, M625 houses an Alternate Learning Center (88M992, “ALC”), which provides an educational setting for students in grades nine through twelve who are on a Superintendent’s suspension for up to 90 days. The ALC will relocate to building M859 (“M859”), located at 512 West 182nd St, New York, NY 10033 within the geographical confines of Community School District 6 (“District 6”) for the 2013-2014 school year. M625 also houses two community-based organizations (“CBOs”), SPARK Drug Prevention and the Association of Progressive Dominicans. This proposal is not expected to impact the continued siting of the CBOs.² A “co-location” means that two or more school organizations are located in the same building and may share common spaces like auditoriums, gymnasiums, and cafeterias.

In a separate Educational Impact Statement (“EIS”) posted on January 18, 2013, the DOE is proposing to phase out and eventually close Graphics after an extensive review of data and community feedback indicating that the school is unable to turn around despite numerous efforts to improve instruction and school organization. In the event that the phase-out of Graphics is not approved, the DOE will re-examine the availability of space in the building and may, as appropriate, revise its proposal to co-locate SA – Manhattan MS in M625. Such a revised proposal would be described in a revised EIS and Building Utilization Plane (“BUP”).

In a second separate Educational Impact Statement (“EIS”) also posted on January 18, 2013, the DOE is proposing to co-locate a new district high school, 02M135, in M625 beginning in the 2013-2014 school year.

For the purposes of this BUP and attached EIS describing the proposal to co-locate SA – Manhattan MS, it is assumed that the proposals to phase out Graphics and to co-locate 02M135 will both be approved by the Panel for Educational Policy (“PEP”). If the proposal to phase out Graphics is not approved, this BUP and the accompanying EIS describing the co-location of SA – Manhattan MS and truncation of the grade span of SA – Manhattan 2 will be revised as necessary.

The State University of New York (“SUNY CSI”) Charter Schools Institute has authorized SA – Manhattan 1, SA – Manhattan 2 and SA – Upper West to serve students in kindergarten through fifth grade. Prior to the expiration of these charters, Success Academy Charter Schools (“SACS”), the charter management organization (“CMO”) of the three schools, intends to apply to SUNY CSI for a revision to these charters to expand to serve students in kindergarten through eighth grade. SUNY CSI has the authority to approve or deny these requests. Should SUNY CSI approve these requests, students from the three elementary schools will have the possibility of entering SA – Manhattan MS for fifth through eighth grades. Should SUNY CSI deny these requests to expand SA – Manhattan 1, SA – Manhattan 2 and SA – Upper West to serve students in kindergarten through eighth grade, or if SACS fails to make this request, the DOE would consider alternate options for the space in M625 and would, if necessary, propose an alternative option in a new or revised EIS and BUP.

Pursuant to the New York Charter Schools Act of 1998 (as amended May 2010), the following plan outlines the allocation of classrooms and administrative space among Graphics, BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS. The following plan also includes a proposal for the collaborative usage of shared resources and spaces among Graphics, BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS, including but not limited to cafeterias, libraries, gymnasiums, and recreational areas, which assures 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. Information about the impact on building safety and security, proposed strategies for communication and collaborative decision-making among the co-located schools, and a description of the shared space committee are also included. Please refer to the EIS to which this plan is attached for further information about the proposed co-location.

¹ On December 20, 2012, the Panel for Educational Policy approved a proposal for SA – Manhattan 2 to co-locate in M625 beginning in the 2013-2014 school year. In that proposal, SA – Manhattan 2 was described as serving students in kindergarten through fifth grade beginning in the 2017-2018 school year. If the proposal to co-locate SA – Manhattan MS in M625 is approved, however, SA – Manhattan 2’s fifth through eighth grade students would be served by the new middle school.

² In the 2013-2014 school year, the ALC will re-locate to building M859 (“M859”), located at 512 W 182nd St, New York, NY 10033 within the geographical confines of Community School District 6. This proposal is not anticipated to impact the ALC in any way, as the ALC will have moved out prior to the start of the proposed co-locations.

As described throughout this document, the final shared space schedule would be collaboratively finalized by the Building Council if the proposed co-location is approved by the Panel for Educational Policy.

METHODOLOGY

The DOE has applied the DOE Instructional Footprint (“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.³

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 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 grades kindergarten through five and offering a pre-kindergarten section, the Footprint assumes that classes are self-contained, meaning that each class remains in its homeroom throughout the day except for when the class is scheduled for a cluster activity (e.g., art) or lunch, recess, etc. Further, the Footprint assumes that at those other scheduled times the homeroom classroom remains empty. Therefore, the Footprint allocates one full-size classroom for each general education (“GE”) or Integrated Co-Teaching (“ICT”) section and a full-size or half-size classroom to accommodate each self-contained special education (“SC”) section served by the school. In addition, schools serving students in grades kindergarten through five 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

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.

For grades six through twelve, the Footprint assumes that students move from class to class and that classrooms should be programmed at maximum efficiency. The Footprint does not require that every teacher have his or her own designated classroom. Principals are asked to program their schools efficiently so that classrooms can be used for multiple purposes throughout the course of the school day. The Footprint allocates the number of baseline classrooms for student support services, resource rooms, and administrative space based on the grades a school serves and its enrollment at scale. Any space remaining beyond the baseline shall be allocated equitably among the co-located schools. In determining an equitable allocation, the DOE may consider factors such as the relative enrollments of the co-located schools, the instructional and programmatic needs of the co-located schools, and the physical location of the excess space within the building.

While the Footprint sets forth a baseline space allocation, school leaders are empowered to make decisions about how to utilize the space allocated to the school. Each principal, therefore, must make decisions about how and where students will be served within the space allocated to the school. The DOE, however, will provide support to the schools to ensure

³ 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/community/planning/default.htm> under “Key Documents.”

that the schools use the space efficiently in order to maximize capacity to support student needs and maintain appropriate delivery of special education and other 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 March 29, 2012 by James Dekeles, Director of Space Planning, building M625 has a total of 101 full-size (“FS”) classrooms/spaces,⁴ 22 half-size (“HS”) classrooms/spaces,⁵ and 9.0 FSE rooms of designed administrative office/space (“DA”). M625 also contains one gymnasium, an auditorium, a cafeteria and a library. The below spaces are shared spaces or contain building services and will not be included in the allocation of space for any individual school:

- The teacher’s cafeteria occupies one full-size space.
- The custodian’s office occupies a 0.5 FSE designed administrative space.
- The School Safety team occupies one half-size space.
- The School Based Support Team (“SBST”) occupies one half-size space.
- Two community-based organizations (“CBOs”) occupy one half-size space each.
- A Career and Technical Education (“CTE”) office occupies one full-size space.
- Three science labs occupy three full-size spaces.
- Six science demonstration rooms occupy six full-size spaces.
- The nurse’s office occupies 1.0 FSE designed administrative space.
- An Alternative Learning Center (“ALC”) occupies three full-size spaces.
- A weight room occupies one full-size space.
- A fitness center occupies one full-size space.

Excluding the spaces outlined above, the M625 building has a total of: 85 full-size classrooms, 18 half-size classrooms/spaces, and 7.5 FSE designed administrative offices/spaces remaining that can be allocated to schools.

Summary	FS	HS	DA (FSE)
Building Grand TOTAL	101	22	9.0
SHARED SPACES or Building Services	16	4	1.5
Remaining Total to Be Allocated	85	18	7.5

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

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

2012-2013 (CURRENT SCHOOL YEAR)

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

2012-2013	Total Enrolled ⁶	GE/ICT Sections	SC Sections
Graphics	1,246	44	5
BOSS	389	15	0
Gateway	248	10	0

The table below summarizes the available space within M625 after each school has received its adjusted baseline allocation.

2012-2013	Full Size Rooms	Half Size Rooms	DA (FSE)
Space In Excess of Baseline Allocation	11	9	0

The table below summarizes the baseline Footprint allocations and total current space allocations, including allocations of excess space, for Graphics, BOSS and Gateway. These allocations are based on the methodology described at the beginning of this document and the amount of space that each school is currently using. As demonstrated in the table below, Graphics has been allocated nine full-size and six half-size rooms of additional excess space. BOSS has been allocated two full-size spaces and two half-size spaces of additional excess space. Gateway has been allocated one half-size room of additional excess space.

2012-2013	Non-Admin Spaces		Administrative Spaces			Total Admin (FSE)	Additional (Excess) Allocation			Grand Total Current Space Allocation		
	FS Rooms	HS Rooms	DA Rooms (FSE)	FS Rooms	HS Rooms		Additional FS Rooms	Additional HS Rooms	Additional DA (FSE) Rooms	Total FS Rooms	Total HS Rooms	Total DA Rooms (FSE)
Graphics Baseline Footprint Allocation	44	6	5.0	2	0	7.0	0	0	0.0	46	6	5.0
Graphics Current Allocation	44	6	5.0	2	0	7.0	9	6	0.0	55	12	5.0
BOSS Baseline Footprint Allocation	15	1	2.5	1	0	3.5	0	0	0.0	16	1	2.5
BOSS Current Allocation	15	1	2.5	1	0	3.5	2	2	0.0	18	3	2.5
Gateway Baseline Footprint Allocation	10	1	0.0	2	1	2.5	0	0	0.0	12	2	0.0

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

Gateway Current Allocation	10	1	0.0	2	1	2.5	0	1	0.0	12	3	0.0
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2013-2014

SA - Manhattan 2 will open in the 2013-2014 school year, serving students in kindergarten and first grade in M625. The new high school, 02M135, will also open in 2013-2014, serving students in ninth grade. Graphics will no longer accept ninth graders and will serve students in grades ten through twelve. BOSS will serve students in grades nine through twelve and Gateway will serve students in grades nine through eleven.

Several construction projects are anticipated to alter the space available in M625 for the 2013-2014 school year. The DOE anticipates that the net impact of construction will be the loss of one full-size equivalent designed administrative space and the addition of three full-size rooms and a multi-purpose room in M625. The multi-purpose room will be used by SA - Manhattan 2 for physical education, breakfast, and lunch. Additionally, the CTE office, which was previously classified as a shared space, will move to another building, as will the ALC. The ROTC program, which is currently using two full-size rooms allocated to Graphics, will be allocated two full-size rooms as shared space. These moves and allocations will result in a net change of two less full-size rooms being used as shared spaces and four more full-size rooms available for allocation to the organizations in M625. Additionally, the full-size equivalent of three designed administrative spaces will become shared spaces on the sixth floor, resulting in three less designed administrative spaces to be allocated among the organizations in the building. The sixth floor of the building will be comprised solely of shared spaces that will serve the high schools in M625. As described in the table below, in 2013-2014, there will be 90 full-size rooms, 18 half-size rooms and the full-size equivalent of 3.5 designed administrative spaces to allocate among Graphics, BOSS, Gateway, SA – Manhattan 2, and 02M135.

Summary	FS	HS	DA (FSE)
Building Grand TOTAL	104	22	8.0
SHARED SPACES or Building Services	14	4	4.5
Remaining Total to Be Allocated	90	18	3.5

The table below summarizes the total projected enrollment and projected number of sections that will be served at each school in 2013-2014, if this proposal is approved.

2013-2014	Projected Enrollment ⁷	GE/ICT Sections	SC Sections
Graphics	790 – 830	31	3
BOSS	420-460	16	0
Gateway	350 – 380	14	0
SA - Manhattan 2	164 – 210	7	0
02M135	105 - 115	4	0

After Graphics, BOSS, Gateway, SA – Manhattan 2, and 02M135 have received their respective baseline allocations of rooms, the following spaces will remain unallocated:

2013-2014	Full Size Rooms	Half Size Rooms	DA (FSE)
Space In Excess of Baseline Allocation	6	2	0

The excess space will be allocated among the schools based on the relative enrollments of each of those schools with considerations for contiguous space.

⁷ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

The table below summarizes the full 2013-2014 room allocation plan for Graphics, BOSS, Gateway, SA – Manhattan 2, and 02M135, based on their baseline Footprint plus the excess space allocations.

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		Additional Full Size Rooms	Additional Half Size Rooms	Additional Designed Admin (FSE)	Total Full Size Rooms	Total Half Size Rooms	Total Designed Admin (FSE)
Graphics Baseline Footprint Allocation	31	8	1.0	4	0	5.0	3	0	0.0	38	8	1.0
BOSS Baseline Footprint Allocation	16	1	2.5	1	0	3.5	1	1	0.0	18	2	2.5
Gateway Baseline Footprint Allocation	14	1	0.0	2	2	3.0	1	1	0.0	17	4	0.0
SA Manhattan 2 Baseline Footprint Allocation	9	1	0.0	1	2	2.0	1	0	0.0	11	3	0.0
02M135 Baseline Footprint Allocation	4	1	0.0	2	0	2.0	0	0	0.0	6	1	0.0

In total, Graphics will be allocated 38 full-size rooms, 8 half-size rooms and the full-size equivalent of 1.0 designed administrative space. BOSS will be allocated 18 full-size rooms, 2 half-size rooms and the full-size equivalent of 2.5 designed administrative rooms. Gateway will be allocated 17 full-size rooms and 4 half-size rooms. SA - Manhattan 2 will be allocated 11 full-size rooms and 3 half-size rooms. 02M135 will be allocated 6 full-size rooms and 1 half-size room.

The proposed room change between the 2012-2013 school year and the 2013-2014 school year 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	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)
Graphics	55	12	5	38	8	1	-17	-4	-4
BOSS	18	3	2.5	18	2	2.5	0	-1	0
Gateway	12	3	0	17	4	0	+5	+1	0
SA Manhattan 2	0	0	0	11	3	0	+11	+3	0
02M135	0	0	0	6	1	0	+6	+1	0

2014-2015

SA - Manhattan 2 will serve students in kindergarten through second grade in M625 in the 2014-2015 school year. 02M135 will serve students in ninth and tenth grade. Graphics will continue to phase out, serving students in eleventh and twelfth grade. Gateway and BOSS will serve students in grades nine through twelve.

There continue to be 90 full-size rooms, 18 half-size rooms and the full-size equivalent of 3.5 FSE designed administrative spaces to allocate among Graphics, BOSS, Gateway, SA – Manhattan 2, and 02M135.

Summary	FS	HS	DA (FSE)
Building Grand TOTAL	104	22	8.0
SHARED SPACES or Building Services	14	4	4.5
Remaining Total to be Allocated	90	18	3.5

The table below summarizes the total projected enrollment and projected number of sections that will be served at each school in 2014-2015, if this proposal is approved.

2014-2015	Projected Enrollment ⁸	GE/ICT Sections	SC Sections
Graphics	385-425	16	2
BOSS	420-460	16	0
Gateway	455-495	19	0
SA - Manhattan 2	195-250	9	0
02M135	210-230	8	0

After Graphics, BOSS, Gateway, SA - Manhattan 2 and 02M135 have received their respective baseline allocations of rooms, the following spaces will remain unallocated:

2014-2015	Full Size Rooms	Half Size Rooms	DA (FSE)
Space In Excess of Baseline Allocation	11	4	0

The excess space will be allocated among the schools based on the relative enrollments of each of those schools.

The table below summarizes the full 2014-2015 room allocation plan for Graphics, BOSS, Gateway, SA - Manhattan 2 and 02M135, based on their baseline Footprint plus the excess space allocations.

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		Additional Full Size Rooms	Additional Half Size Rooms	Additional Designed Admin (FSE)	Total Full Size Rooms	Total Half Size Rooms	Total Designed Admin (FSE)

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

Graphics Baseline Footprint Allocation	16	5	1.0	2	0	3.0	3	1	0.0	21	6	1.0
BOSS Baseline Footprint Allocation	16	1	2.5	1	0	3.5	3	0	0.0	20	1	2.5
Gateway Baseline Footprint Allocation	19	1	0.0	2	3	3.5	3	1	0.0	24	5	0.0
SA Manhattan 2 Baseline Footprint Allocation	11	1	0.0	2	1	2.5	1	1	0.0	14	3	0.0
02M135 Baseline Footprint Allocation	8	1	0.0	2	1	2.5	1	1	0.0	11	3	0.0

In total, Graphics will be allocated 21 full-size spaces, 6 half-size spaces and 1.0 FSE designed administrative space. BOSS will be allocated 20 full-size spaces, 1 half-size space and 2.5 FSE designed administrative spaces. Gateway will be allocated 24 full-size spaces and 5 half-size spaces. SA - Manhattan 2 will be allocated 14 full-size spaces and 3 half-size spaces. 02M135 will be allocated 11 full-size spaces and 3 half-size spaces.

The room change between the 2013-2014 school year and the 2014-2015 school year is reflected below.

ROOM CHANGE (+/-)	PROPOSED 2013-2014 GRAND TOTAL SPACE ALLOCATIONS			PROPOSED 2014-2015 GRAND TOTAL SPACE ALLOCATIONS			YEAR-OVER-YEAR CHANGE (+/-)		
	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)
Graphics	38	8	1	21	6	1	-17	-2	0
BOSS	18	2	2.5	20	1	2.5	+2	-1	0
Gateway	17	4	0	24	5	0	+7	+1	0
SA Manhattan 2	11	3	0	14	3	0	+3	0	0
02M135	6	1	0	11	3	0	+5	+2	0

2015-2016 (FIRST YEAR OF PROPOSED IMPLEMENTATION)

If this proposal is approved, SA – Manhattan MS will open in the 2015-2016 school year, serving students in fifth grade in M625. SA - Manhattan 2 will serve students in kindergarten through third grade. 02M135 will serve students in ninth, tenth and eleventh grades. Graphics will serve twelfth grade students in its final year of phase-out. BOSS and Gateway will serve students in ninth through twelfth grade.

Construction projects converting 1.0 FSE designed administrative space into 4 full-size rooms are anticipated to be completed by school year 2015-2016, such that there will be 94 full-size rooms, 18 half-size rooms and 2.5 FSE designed administrative spaces to allocate among Graphics, BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS.

Summary	FS	HS	DA (FSE)
Building Grand TOTAL	108	22	7.0
SHARED SPACES or Building Services	14	4	4.5
Remaining Total to be Allocated	94	18	2.5

The table below summarizes the total projected enrollment and projected number of sections that will be served at each school in 2015-2016, if this proposal is approved.

2015-2016	Projected Enrollment ⁹	GE/ICT Sections	SC Sections
Graphics	180-220	9	2
BOSS	420-460	16	0
Gateway	440-480	18	0
SA - Manhattan 2	280-360	12	0
02M135	315-345	12	0
SA – Manhattan MS	75-90	3	0

After Graphics, BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS have received their respective baseline allocations of rooms, the following spaces will remain unallocated:

2015-2016	Full Size Rooms	Half Size Rooms	DA (FSE)
Space In Excess of Baseline Allocation	10	3	0

The excess space will be allocated among the schools based on the relative enrollments of each of those schools.

The table below summarizes the full 2015-2016 room allocation plan for Graphics, BOSS, Gateway, SA – Manhattan 2, 02M135 and SA – Manhattan MS based on their baseline Footprint plus the excess space allocations.

⁹ 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		Additional Full Size Rooms	Additional Half Size Rooms	Additional Designed Admin (FSE)	Total Full Size Rooms	Total Half Size Rooms	Total Designed Admin (FSE)
Graphics Baseline Footprint Allocation	9	4	1.0	1	1	2.5	1	1	0.0	11	6	1.0
BOSS Baseline Footprint Allocation	16	1	1.5	1	0	2.5	2	1	0.0	19	2	1.5
Gateway Baseline Footprint Allocation	18	1	0.0	2	3	3.5	3	0	0.0	23	4	0.0
SA Manhattan 2 Baseline Footprint Allocation	15	2	0.0	3	0	3.0	2	0	0.0	20	2	0.0
02M135 Baseline Footprint Allocation	12	1	0.0	3	0	3.0	2	0	0.0	17	1	0.0
SA Manhattan MS Baseline Footprint Allocation	3	1	0.0	1	1	1.5	0	1	0.0	4	3	0.0

In total, Graphics will be allocated 11 full-size spaces, 6 half-size spaces and 1.0 FSE designed administrative space. BOSS will be allocated 19 full-size spaces, 2 half-size spaces and 1.5 FSE designed administrative spaces. Gateway will be allocated 23 full-size spaces and 4 half-size spaces. SA - Manhattan 2 will be allocated 20 full-size spaces and 2 half-size spaces. 02M135 will be allocated 17 full-size rooms and 1 half-size room. SA – Manhattan MS will be allocated 4 full-size rooms and 3 half-size rooms.

The room change between the 2014-2015 school year and the 2015-2016 school year is reflected below.

ROOM CHANGE (+/-)	PROPOSED 2014-2015 GRAND TOTAL SPACE ALLOCATIONS			PROPOSED 2015-2016 GRAND TOTAL SPACE ALLOCATIONS			YEAR-OVER-YEAR CHANGE (+/-)		
	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)
Graphics	21	6	1	11	6	1	-10	0	0
BOSS	20	1	2.5	19	2	1.5	-1	+1	-1
Gateway	24	5	0	23	4	0	-1	-1	0
SA - Manhattan 2	14	3	0	20	2	0	+6	-1	0
02M135	11	3	0	17	1	0	+6	-2	0

SA - Manhattan MS	0	0	0	4	3	0	+4	+3	0
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2016-2017 (SECOND YEAR OF PROPOSED IMPLEMENTATION)

If this proposal is approved, SA - Manhattan 2 will serve students in kindergarten through fourth grade in M625 in 2016-2017. 02M135 will reach full scale, serving students in ninth through twelfth grade. SA- Manhattan MS will serve students in fifth and sixth grade. Graphics will have closed and will no longer serve students in M625. BOSS and Gateway will continue to serve students in ninth through twelfth grades.

Construction in the building is anticipated to yield an additional four full-size rooms and one half-size room to be allocated among the schools in M625. Additionally, one full-size equivalent designed administrative space will become a shared campus administrative space, reducing the number of designed administrative spaces to be allocated to the schools by one. There will be 98 full-size spaces, 19 half-size spaces and 1.5 FSE designed administrative spaces to allocate among Graphics, Urban Assembly, BOSS, SA - Manhattan 2, 02M135 and SA – Manhattan MS.

Summary	FS	HS	DA (FSE)
Building Grand TOTAL	112	23	7.0
SHARED SPACES or Building Services	14	4	5.5
Remaining Total to be Allocated	98	19	1.5

The table below summarizes the total projected enrollment and projected number of sections that will be served at each school in 2016-2017, if this proposal is approved.

2016-2017	Projected Enrollment ¹⁰	GE/ICT Sections
BOSS	420-460	16
Gateway	420-460	16
SA - Manhattan 2	348-446	15
02M135	420-460	16
SA – Manhattan MS	175-210	7

After BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS have received their respective baseline allocations of rooms, the following spaces will remain unallocated:

2016-2017	Full Size Rooms	Half Size Rooms	DA (FSE)
Space In Excess of Baseline Allocation	13	8	0

The excess space will be allocated among the schools based on the relative enrollments of each of those schools.

The table below summarizes the full 2016-2017 room allocation plan for BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS based on their baseline Footprint plus the excess space allocations.

¹⁰ 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	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms		Additional Full Size Rooms	Additional Half Size Rooms	Additional Designed Admin (FSE)	Total Full Size Rooms	Total Half Size Rooms	Total Designed Admin (FSE)
BOSS Baseline Footprint Allocation	16	1	1.5	1	0	2.5	3	2	0.0	20	3	1.5
Gateway Baseline Footprint Allocation	16	1	0.0	2	3	3.5	3	2	0.0	21	6	0.0
SA Manhattan 2 Baseline Footprint Allocation	18	2	0.0	3	1	3.5	3	1	0.0	24	4	0.0
02M135 Baseline Footprint Allocation	16	1	0.0	3	1	3.5	3	2	0.0	22	4	0.0
SA Manhattan MS Baseline Footprint Allocation	8	1	0.0	2	0	2.0	1	1	0.0	11	2	0.0

In total, BOSS will be allocated 20 full-size spaces, 3 half-size spaces, and 1.5 FSE designed administrative spaces. Gateway will be allocated 21 full-size spaces and 6 half-size spaces. SA - Manhattan 2 will be allocated 24 full-size spaces and 4 half-size spaces. 02M135 will be allocated 22 full-size spaces and 4 half-size spaces. SA – Manhattan MS will be allocated 11 full-size spaces and 2 half-size spaces.

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

ROOM CHANGE (+/-)	PROPOSED 2015-2016 GRAND TOTAL SPACE ALLOCATIONS			PROPOSED 2016-2017 GRAND TOTAL SPACE ALLOCATIONS			YEAR-OVER-YEAR CHANGE (+/-)		
	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)
Graphics	11	6	1	0	0	0	-11	-6	-1
BOSS	19	2	1.5	20	3	1.5	+1	+1	0
Gateway	23	4	0	21	6	0	-2	+2	0
SA - Manhattan 2	20	2	0	24	4	0	+4	+2	0
02M135	17	1	0	22	4	0	+5	+3	0
SA - Manhattan MS	4	3	0	11	2	0	+7	-1	0

2017-2018 (THIRD YEAR OF PROPOSED IMPLEMENTATION)

If this proposal is approved, SA – Manhattan MS will serve students in fifth through seventh grade. SA – Manhattan 2 will serve students in grades kindergarten through four. Gateway, BOSS and 02M135 will serve students in grades nine through twelve.

There will continue to be 98 full-size spaces, 19 half-size spaces and 1.5 FSE designed administrative spaces to allocate among BOSS, Gateway, SA - Manhattan 2, 02M135 and SA – Manhattan MS.

The table below summarizes the total projected enrollment and projected number of sections that will be served at each school in 2017-2018, if this proposal is approved.

2017-2018	Projected Enrollment ¹¹	GE/ICT Sections
BOSS	420-460	16
Gateway	420-460	16
SA - Manhattan 2	348-446	15
02M135	420-460	16
SA – Manhattan MS	275-330	11

After BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS have received their respective baseline allocations of rooms, the following spaces will remain unallocated:

2017-2018	Full Size Rooms	Half Size Rooms	DA (FSE)
Space In Excess of Baseline Allocation	10	5	0

The excess space will be allocated among the schools based on the relative enrollments of each of those schools.

The table below summarizes the full 2017-2018 room allocation plan for BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS based on their baseline Footprint plus the excess space allocations.

2017-2018	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		Additional Full Size Rooms	Additional Half Size Rooms	Additional Designed Admin (FSE)	Total Full Size Rooms	Total Half Size Rooms	Total Designed Admin (FSE)
BOSS Baseline Footprint Allocation	16	1	1.5	1	0	2.5	2	1	0.0	19	2	1.5
Gateway Baseline Footprint Allocation	16	1	0.0	2	3	3.5	2	2	0.0	20	6	0.0

¹¹ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

SA Manhattan 2 Baseline Footprint Allocation	18	2	0.0	2	3	3.5	2	1	0.0	22	6	0.0
02M135 Baseline Footprint Allocation	16	1	0.0	3	1	3.5	2	1	0.0	21	3	0.0
SA Manhattan MS Baseline Footprint Allocation	12	1	0.0	2	1	2.5	2	0	0.0	16	2	0.0

In total, BOSS will be allocated 19 full-size spaces, 2 half-size spaces and 1.5 FSE designed administrative spaces. Gateway will be allocated 20 full-size spaces and 6 half-size spaces. SA - Manhattan 2 will be allocated 22 full-size spaces and 6 half-size spaces. 02M135 will be allocated 21 full-size spaces and 3 half-size spaces. SA – Manhattan MS will be allocated 16 full-size spaces and 2 half-size spaces

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

ROOM CHANGE (+/-)	PROPOSED 2016-2017 GRAND TOTAL SPACE ALLOCATIONS			PROPOSED 2017-2018 GRAND TOTAL SPACE ALLOCATIONS			YEAR-OVER-YEAR CHANGE (+/-)		
	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)
BOSS	20	3	1.5	19	2	1.5	-1	-1	0
Gateway	21	6	0	20	6	0	-1	0	0
SA - Manhattan 2	24	4	0	22	6	0	-2	+2	0
02M135	22	4	0	21	3	0	-1	-1	0
SA - Manhattan MS	11	2	0	16	2	0	+5	0	0

2018-2019 (FOURTH YEAR OF PROPOSED IMPLEMENTATION)

If this proposal is approved, SA – Manhattan MS will reach its full grade span in the 2018-2019 school year, serving students in fifth through eighth grade. SA- Manhattan 2 will serve students in kindergarten through fourth grade. BOSS, Gateway and 02M135 will serve students in ninth through twelfth grades. In the 2018-2019 school year, all schools in M625 will be at full scale.

There will continue to be 98 full-size spaces, 19 half-size spaces and 1.5 FSE designed administrative spaces to allocate among BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS.

The table below summarizes the total projected enrollment and projected number of sections that will be served at each school in 2018-19, if this proposal is approved.

2018-2019	Projected Enrollment ¹²	GE/ICT Sections
BOSS	420-460	16
Gateway	420-460	16
SA - Manhattan 2	348-446	15
02M135	420-460	16
SA – Manhattan MS	400-480	16

After BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS have received their respective baseline allocations of rooms, the following spaces will remain unallocated:

2018-2019	Full Size Rooms	Half Size Rooms	DA (FSE)
Space In Excess of Baseline Allocation	4	4	0

The excess space will be allocated among the schools based on the relative enrollments of each of those schools.

The table below summarizes the full 2018-2019 room allocation plan for BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS based on their baseline Footprint plus the excess space allocations.

2018-2019	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		Additional Full Size Rooms	Additional Half Size Rooms	Additional Designed Admin (FSE)	Total Full Size Rooms	Total Half Size Rooms	Total Designed Admin (FSE)
BOSS Baseline Footprint Allocation	16	1	1.5	1	0	2.5	1	0	0.0	18	1	1.5
Gateway Baseline Footprint Allocation	16	1	0.0	2	3	3.5	1	1	0.0	19	5	0.0

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

SA Manhattan 2 Baseline Footprint Allocation	18	2	0.0	2	3	3.5	1	0	0.0	21	5	0.0
02M135 Baseline Footprint Allocation	16	1	0.0	3	1	3.5	1	1	0.0	20	3	0.0
SA Manhattan MS Baseline Footprint Allocation	17	2	0.0	3	1	3.5	0	2	0.0	20	5	0.0

In total, BOSS will be allocated 18 full-size spaces, 1 half-size space and 1.5 FSE designed administrative spaces. Gateway will be allocated 19 full-size spaces and 5 half-size spaces. SA - Manhattan 2 will be allocated 21 full-size spaces and 5 half-size spaces. 02M135 will be allocated 20 full-size spaces and 3 half-size spaces. SA – Manhattan MS will be allocated 20 full-size spaces and 5 half-size spaces.

The room change between the 2017-2018 school year and the 2018-2019 school year is reflected below.

ROOM CHANGE (+/-)	PROPOSED 2017-2018 GRAND TOTAL SPACE ALLOCATIONS			PROPOSED 2018-2019 GRAND TOTAL SPACE ALLOCATIONS			YEAR-OVER-YEAR CHANGE (+/-)		
	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)
BOSS	19	2	1.5	18	1	1.5	-1	-1	0
Gateway	20	6	0	19	5	0	-1	-1	0
SA - Manhattan 2	22	6	0	21	5	0	-1	-1	0
02M135	21	3	0	20	3	0	-1	0	0
SA - Manhattan MS	16	2	0	20	5	0	+4	+3	0

2019-2020 (FIFTH YEAR OF PROPOSED IMPLEMENTATION)

If this proposal is approved, SA – Manhattan MS will serve students in fifth through eighth grades and SA – Manhattan 2 will serve students in kindergarten through fourth grade. BOSS, Gateway, and 02M135 would continue to serve students in ninth through twelfth grade.

There will continue to be 98 full-size spaces, 19 half-size spaces and 1.5 FSE designed administrative spaces to allocate among BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS.

The table below summarizes the total projected enrollment and projected number of sections that will be served at each school in 2019-20, if this proposal is approved.

2019-2020	Projected Enrollment ¹³	GE/ICT Sections
BOSS	420-460	16
Gateway	420-460	16
SA - Manhattan 2	348-446	15
02M135	420-460	16
SA – Manhattan MS	450-540	18

After BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS have received their respective baseline allocations of rooms, the following spaces will remain unallocated:

2019-2020	Full Size Rooms	Half Size Rooms	DA (FSE)
Space In Excess of Baseline Allocation	2	4	0

The excess space will be allocated among the schools based on the relative enrollments of each of those schools.

The table below summarizes the full 2019-2020 room allocation plan for BOSS, Gateway, SA- Manhattan 2, 02M135, and SA- Manhattan MS based on their baseline Footprint plus the excess space allocations.

2019-2020	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		Additional Full Size Rooms	Additional Half Size Rooms	Additional Designed Admin (FSE)	Total Full Size Rooms	Total Half Size Rooms	Total Designed Admin (FSE)
BOSS Baseline Footprint Allocation	16	1	1.5	1	0	2.5	1	0	0.0	18	1	1.5
Gateway Baseline Footprint Allocation	16	1	0.0	2	3	3.5	1	0	0.0	19	4	0.0

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

SA Manhattan 2 Baseline Footprint Allocation	18	2	0.0	2	3	3.5	0	1	0.0	20	6	0.0
02M135 Baseline Footprint Allocation	16	1	0.0	3	1	3.5	0	1	0.0	19	3	0.0
SA Manhattan MS Baseline Footprint Allocation	19	2	0.0	3	1	3.5	0	2	0.0	22	5	0.0

In total, BOSS will be allocated 18 full-size spaces, 1 half-size space and 1.5 FSE designed administrative spaces. Gateway will be allocated 19 full-size spaces and 4 half-size spaces. SA - Manhattan 2 will be allocated 20 full-size spaces and 6 half-size spaces. 02M135 will be allocated 19 full-size spaces and 3 half-size spaces. SA – Manhattan MS will be allocated 22 full-size spaces and 5 half-size spaces.

The room change between the 2018-2019 school year and the 2019-2020 school year is reflected below.

ROOM CHANGE (+/-)	PROPOSED 2018-2019 GRAND TOTAL SPACE ALLOCATIONS			PROPOSED 2019-2020 GRAND TOTAL SPACE ALLOCATIONS			YEAR-OVER-YEAR CHANGE (+/-)		
	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)
BOSS	18	1	1.5	18	1	1.5	0	0	0
Gateway	19	5	0	19	4	0	0	-1	0
SA - Manhattan 2	21	5	0	20	6	0	-1	+1	0
02M135	20	3	0	19	3	0	-1	0	0
SA - Manhattan MS	20	5	0	22	5	0	+2	0	0

2020-2021 (SIXTH YEAR OF PROPOSED IMPLEMENTATION)

If this proposal is approved, SA – Manhattan MS will serve students in fifth through eighth grades, and SA – Manhattan 2 will serve students in kindergarten through fourth grade. BOSS, Gateway, and 02M135 would continue to serve students in ninth through twelfth grade.

There will continue to be 98 full-size spaces, 19 half-size spaces and 1.5 FSE designed administrative spaces to allocate among BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS.

The table below summarizes the total projected enrollment and projected number of sections that will be served at each school in 2020-21, if this proposal is approved.

2020-2021	Projected Enrollment ¹⁴	GE/ICT Sections
BOSS	420-460	16
Gateway	420-460	16
SA - Manhattan 2	348-446	15
02M135	420-460	16
SA – Manhattan MS	475-570	19

After BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS have received their respective baseline allocations of rooms, the following spaces will remain unallocated:

2020-2021	Full Size Rooms	Half Size Rooms	DA (FSE)
Space In Excess of Baseline Allocation	0	3	0

The excess space will be allocated among the schools based on the relative enrollments of each of those schools.

The table below summarizes the full 2020-2021 room allocation plan for BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS based on their baseline Footprint plus the excess space allocations.

2020-2021	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		Additional Full Size Rooms	Additional Half Size Rooms	Additional Designed Admin (FSE)	Total Full Size Rooms	Total Half Size Rooms	Total Designed Admin (FSE)
BOSS Baseline Footprint Allocation	16	1	1.5	2	0	3.5	0	0	0.0	18	1	1.5
Gateway Baseline Footprint Allocation	16	1	0.0	2	3	3.5	0	0	0.0	18	4	0.0

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

SA Manhattan 2 Baseline Footprint Allocation	18	2	0.0	2	3	3.5	0	0	0.0	20	5	0.0
02M135 Baseline Footprint Allocation	16	1	0.0	3	1	3.5	0	1	0.0	19	3	0.0
SA Manhattan MS Baseline Footprint Allocation	20	2	0.0	3	2	4.0	0	2	0.0	23	6	0.0

In total, BOSS will be allocated 18 full-size spaces, 1 half-size space and 1.5 FSE designed administrative spaces. Gateway will be allocated 18 full-size spaces and 4 half-size spaces. SA - Manhattan 2 will be allocated 20 full-size spaces and 5 half-size spaces. 02M135 will be allocated 19 full-size spaces and 3 half-size spaces. SA – Manhattan MS will be allocated 23 full-size spaces and 6 half-size spaces.

The room change between the 2019-2020 school year and the 2020-2021 school year is reflected below.

ROOM CHANGE (+/-)	PROPOSED 2019-2020 GRAND TOTAL SPACE ALLOCATIONS			PROPOSED 2020-2021 GRAND TOTAL SPACE ALLOCATIONS			YEAR-OVER-YEAR CHANGE (+/-)		
	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)
BOSS	18	1	1.5	18	1	1.5	0	0	0
Gateway	19	4	0	18	4	0	-1	0	0
SA - Manhattan 2	20	6	0	20	5	0	0	-1	0
02M135	19	3	0	19	3	0	0	0	0
SA - Manhattan MS	22	5	0	23	6	0	+1	+1	0

2021-2022 (SEVENTH AND FINAL YEAR OF PROPOSED IMPLEMENTATION)

If this proposal is approved, SA – Manhattan MS will serve students in fifth through eighth grades, and SA – Manhattan 2 will serve students in kindergarten through fourth grade. BOSS, Gateway, and 02M135 would continue to serve students in ninth through twelfth grade.

There will continue to be 98 full-size spaces, 19 half-size spaces and 1.5 FSE designed administrative spaces to allocate among BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS.

The table below summarizes the total projected enrollment and projected number of sections that will be served at each school in 2021-22, if this proposal is approved.

2021-2022	Projected Enrollment ¹⁵	GE/ICT Sections
BOSS	420-460	16
Gateway	420-460	16
SA - Manhattan 2	348-446	15
02M135	420-460	16
SA – Manhattan MS	500-600	20

After BOSS, Gateway, SA – Manhattan 2, 02M135 and SA – Manhattan MS have received their respective baseline allocations of rooms, the following spaces will remain unallocated:

2021-2022	Full Size Rooms	Half Size Rooms	DA (FSE)
Space In Excess of Baseline Allocation	0	1	0

The excess space will be allocated among the schools based on the relative enrollments of each of those schools.

The table below summarizes the full 2021-2022 room allocation plan for BOSS, Gateway, SA – Manhattan 2, 02M135 and SA – Manhattan MS based on their baseline Footprint plus the excess space allocations.

2021-2022	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		Additional Full Size Rooms	Additional Half Size Rooms	Additional Designed Admin (FSE)	Total Full Size Rooms	Total Half Size Rooms	Total Designed Admin (FSE)
BOSS Baseline Footprint Allocation	16	1	1.5	2	0	3.5	0	0	0.0	18	1	1.5
Gateway Baseline Footprint Allocation	16	1	0.0	2	3	3.5	0	0	0.0	18	4	0.0
SA Manhattan 2 Baseline Footprint Allocation	18	2	0.0	2	3	3.5	0	0	0.0	20	5	0.0

¹⁵ The DOE's enrollment figures are based on projections. Significant changes in enrollment could result in an amendment to this plan.

02M135 Baseline Footprint Allocation	16	1	0.0	3	1	3.5	0	1	0.0	19	3	0.0
SA Manhattan MS Baseline Footprint Allocation	21	2	0.0	2	4	4.0	0	0	0.0	23	6	0.0

In total, BOSS will be allocated 18 full-size spaces, 1 half-size space and 1.5 FSE designed administrative spaces. Gateway will be allocated 18 full-size spaces and 4 half-size spaces. SA - Manhattan 2 will be allocated 20 full-size spaces and 5 half-size spaces. 02M135 will be allocated 19 full-size spaces and 3 half-size spaces. SA – Manhattan MS will be allocated 23 full-size spaces and 6 half-size spaces.

The room change between the 2020-2021 school year and the 2021-2022 school year is reflected below.

ROOM CHANGE (+/-)	PROPOSED 2020-2021 GRAND TOTAL SPACE ALLOCATIONS			PROPOSED 2021-2022 GRAND TOTAL SPACE ALLOCATIONS			YEAR-OVER-YEAR CHANGE (+/-)		
	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)	Full Size Rooms	Half Size Rooms	Designed Admin (FSE)
BOSS	18	1	1.5	18	1	1.5	0	0	0
Gateway	18	4	0	18	4	0	0	0	0
SA - Manhattan 2	20	5	0	20	5	0	0	0	0
02M135	19	3	0	19	3	0	0	0	0
SA - Manhattan MS	23	6	0	23	6	0	0	0	0

Shared Space Plans

A proposed shared space plan for the 2015-2016 school year is below. The shared space plan that governs the years 2013-2014 and 2014-2015 can be found at <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2012-2013/Dec2012Proposals.htm>. The following plan is based on the estimated duration of time each of the co-located schools will have in each of the shared spaces in building M625. The final shared space schedule will be collaboratively drafted by the Building Council if this proposal is approved by the Panel for Educational Policy.

JUSTIFICATION OF FEASIBILITY AND EQUITY OF PROPOSED SHARED SPACE PLAN

This proposed Shared Space Plan is based upon the projected enrollments of 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 agrees on the final Shared Space Plans 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 schedules are based on projected enrollments for each co-located school, current space allocation plans, current lunch schedules for the existing schools in the building as described on the DOE School Food website, the total capacity of each shared space, the grades served by each of the co-located schools, and the start and end times of each school's school day (based in part on the Office of Pupil Transportation's bus schedule for a regular school day).¹⁶ Where possible, the proposed schedules maintain schools' current allocation of time for each shared space and re-distribute remaining time for additional organizations. To the extent feasible, shared spaces are allocated in a manner that allows schools that have already been using the space this year to continue using it on a similar schedule next year, based on the 2012-2013 Campus Audit Template submitted by the Building Council.¹⁷

In planning how Graphics, BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS may use shared space, the DOE has applied some or all of the factors described above to develop a proposed plan that allocates time in each space equitably and in such a way that allows the existing schools in M625 to maintain the current timing of their use of shared spaces as much as possible. Neither SA - Manhattan 2 nor SA – Manhattan MS will be allocated time in the cafeteria, gymnasium, exercise room, and weight room, as they will utilize their own multi-purpose room.

Cafeteria:

Cafeteria

- The total time allocated to each organization in the cafeteria is primarily based upon each organization's projected enrollment, capacity of the cafeteria, grade levels served, and the current shared space schedule, as outlined in the 2012-2013 Campus Audit. Each organization will be able to accommodate its students in the cafeteria within this proposed allocation of time.
- The capacity of the cafeteria is 387.
- The Building Council is free to deviate from the proposed 2015-2016 shared space plan and develop an alternative plan, provided that the Building Council comes to an agreement on a shared space plan collaboratively.
- As described above, there will be a smaller multi-purpose room that will become available in 2013-2014, which SA – Manhattan 2 and SA – Manhattan MS will use as a cafeteria for their students. While the schedule does not propose use of the multi-purpose room by the high schools, nor of the large cafeteria by SA – Manhattan 2 or SA – Manhattan MS, the DOE believes that the overall proposed allocation of meal time between SA – Manhattan 2 and SA – Manhattan MS and the high schools is equitable because it provides for each student in each school with a lunch period of approximately equal length and preserves the use of the current cafeteria for the high schools currently sharing it.

¹⁶ See DOE's Office of Pupil Transportation website at: <https://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/SearchResult.aspx>.

¹⁷ Campus Audits are submitted by each Building Council on an annual basis to the Senior Supervising Superintendent's Office. The Campus Audit documents the collective planning and implementation of Building Council decisions such as shared space scheduling.

- SA – Manhattan 2 and SA – Manhattan MS will both be allocated 45 minutes for breakfast daily in the multi-purpose room. SA – Manhattan 2 will be allocated 90 minutes daily for lunch, and SA – Manhattan MS will be allocated 30 minutes daily for lunch in the multi-purpose room.
- In the proposed plan below, Graphics receives 25 minutes daily in the cafeteria for breakfast, and 35 minutes daily in the cafeteria for lunch. BOSS receives 45 minutes daily in the cafeteria for breakfast, and 70 minutes daily in the cafeteria for lunch. Gateway receives 50 minutes daily in the cafeteria for breakfast, and 70 minutes daily in the cafeteria for lunch. O2M135 receives 35 minutes daily in the cafeteria for breakfast, and 55 minutes daily in the cafeteria for lunch. With regard to breakfast, the DOE notes that traditionally not all students have opted to participate in the breakfast program at M625.
- According to the 2012-2013 Campus Audit, time in the cafeteria has been allotted to schools outside traditional lunch or breakfast hours for physical education programming.
- Though this proposed use of shared space allocates time outside of traditional lunch or breakfast hours, the Building Council is free to deviate from the proposed shared space plan and develop an alternative plan, provided that the Building Council comes to an agreement on a shared space plan collaboratively.

Gymnasium, Library, Auditorium, and Science Labs

Gymnasium

- M625 contains one gymnasium, a weight room and an exercise room. The DOE proposes that time in the gymnasium, weight room, and exercise room be allocated among all high schools based on the relative projected enrollment of each school and be loosely aligned with the current shared space schedule.
- The capacity of the gymnasium is 615.
- As described above, there will be a smaller multi-purpose room that will become available in 2013-2014, which SA – Manhattan 2 and SA – Manhattan MS will use as a gymnasium for their students.
 - SA – Manhattan 2 will be allocated 3 hours and 30 minutes daily in the multi-purpose room for gym use, and SA – Manhattan MS will be allocated 30 minutes daily in the multi-purpose room for gym use.
- Graphics receives 75 minutes daily in the gymnasium, weight room, and exercise rooms for a total of 225 minutes. BOSS receives 140 minutes daily in the gymnasium, weight room, and exercise rooms for a total of 420 minutes. Gateway receives 145 minutes daily in the gymnasium, weight room, and exercise rooms for a total of 435 minutes. The new high school receives 90 minutes daily in the gymnasium, weight room, and exercise rooms for a total of 270 minutes.
- The Building Council is free to deviate from the proposed 2015-2016 Shared Space Plan and may develop an alternative plan to accommodate specific programmatic needs of all groups within each school as is feasible and equitable, provided that the Building Council comes to an agreement on the final shared space plan collaboratively.

Library

- Time in the library is not currently allocated to all existing schools, according to the 2012-2013 Campus Audit document. The DOE proposes in the 2015-2016 schedule below that time in the library should be allocated to all schools based on the relative projected enrollment for each school.
- The allocations in the proposed schedule below are approximately proportional to school enrollment. Graphics receives 60 minutes each day, BOSS 105 minutes each day, Gateway 110 minutes each day, SA - Manhattan 2 receives 75 minutes each day, O2M135 85 minutes each day, and SA – Manhattan MS 15 minutes each day for library use.
- The Building Council is free to deviate from the proposed Shared Space Plan to accommodate specific programmatic needs of all groups within each school as is feasible and equitable, provided that the Building Council comes to an agreement on the final shared space plan collaboratively.

Auditorium

- According to the 2012-2013 Campus Audit document, times in the auditorium are currently allocated to schools to meet specific programmatic needs of each school. The DOE proposes in the schedule below that time in the auditorium be allocated loosely based on the current shared space schedule, but also allocated to each school relative to the projected enrollment of each school. Graphics receives 6 hours and 37 minutes weekly, on Fridays. BOSS receives 9 hours and 10 minutes weekly, 6 hours and 35 minutes on Mondays and 2 hours and 35 minutes on Wednesdays. Gateway receives 5 hours and 15 minutes on Tuesdays, and receives 4 hours on Wednesdays, for a total of 9 hours and 15 minutes weekly. 02M135 receives 6 hours weekly, on Thursdays. SA – Manhattan 2 receives 45 minutes daily, resulting in 3 hours and 45 minutes weekly. SA – Manhattan MS receives 15 minutes daily, resulting in 1 hour and 15 minutes weekly.
- The Building Council is free to deviate from the proposed shared space plan to accommodate specific programmatic needs of all groups within each school as is feasible and equitable, provided that the Building Council comes to an agreement on the final shared space plan collaboratively.

Science Labs

- The DOE proposes in the schedule below that time in the science labs be allocated loosely based on the projected enrollment of each high school organization.
- The allocations in the proposed schedule below are approximately proportional to school enrollment. Graphics receives 65 minutes each day in each of the three science labs, BOSS 140 minutes in each of the three science labs, Gateway 140 minutes in each of the science labs, and 02M135 110 minutes in each of the three science labs. SA – Manhattan 2 and SA – Manhattan MS are not allocated time in the science labs as elementary and middle school grades utilize other classrooms for science instruction.
- The Building Council is free to deviate from the proposed Shared Space Plan to accommodate specific programmatic needs of all groups within each school as is feasible and equitable, provided that the Building Council comes to an agreement on the final shared space plan collaboratively.

After-School Programs

- The DOE notes that currently the shared spaces are allocated for after-school hours. In the schedule below, the DOE does not allocate these spaces beyond 4:30 p.m. Thus, the Building Council should allocate this space as needed for after-school programs. The Building Council is empowered to make additional and alternative allocations.
- The DOE notes that SA - Manhattan 2 and SA – Manhattan MS intend to offer extended school days during the week and Graphics offers after-school academic intervention programs two days per week. Any school in M625 that chooses to offer extended day or after-school programming would have to manage scheduling of shared spaces. The Building Council will address any requests for the use of shared spaces after school hours and will resolve all conflicts using the dispute resolution procedures mentioned above.

Based on the Office of Pupil Transportation's bus schedules for the earliest start and latest end times of the school day, Graphics' regular school day runs from approximately 7:59 a.m. to 3:37 p.m., Gateway's school day runs from 8:00 a.m. to 2:15 p.m., both SA - Manhattan 2 and SA – Manhattan MS' school days are anticipated to run from approximately 7:45 a.m. to 4:30 p.m., and BOSS' school day runs from approximately 8:00 a.m. to 3:35 p.m. It is assumed that 02M135 will run from approximately 8:00 a.m. to 3:00 p.m.

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

Space	Monday	Tuesday	Wednesday	Thursday	Friday
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Space	Monday	Tuesday	Wednesday	Thursday	Friday
Cafeteria (Capacity: 387)	<u>Breakfast</u> Graphics 7:35 a.m. – 8:00 a.m. BOSS 7:15 a.m. – 8:00 a.m. Gateway 7:10 a.m. – 8:00 a.m. 02M135 7:25 a.m. – 8:00 a.m. <u>Lunch</u> Graphics 10:20 a.m. – 10:55 a.m. 02M135 10:55 a.m. – 11:50 a.m. BOSS 11:50 a.m. – 1:00 p.m. Gateway 1:00 p.m.- 2:10 p.m.	<u>Breakfast</u> Graphics 7:35 a.m. – 8:00 a.m. BOSS 7:15 a.m. – 8:00 a.m. Gateway 7:10 a.m. – 8:00 a.m. 02M135 7:25 a.m. – 8:00 a.m. <u>Lunch</u> Graphics 10:20 a.m. – 10:55 a.m. 02M135 10:55 a.m. – 11:50 a.m. BOSS 11:50 a.m. – 1:00 p.m. Gateway 1:00 p.m.- 2:10 p.m.	<u>Breakfast</u> Graphics 7:35 a.m. – 8:00 a.m. BOSS 7:15 a.m. – 8:00 a.m. Gateway 7:10 a.m. – 8:00 a.m. 02M135 7:25 a.m. – 8:00 a.m. <u>Lunch</u> Graphics 10:20 a.m. – 10:55 a.m. 02M135 10:55 a.m. – 11:50 a.m. BOSS 11:50 a.m. – 1:00 p.m. Gateway 1:00 p.m.- 2:10 p.m.	<u>Breakfast</u> Graphics 7:35 a.m. – 8:00 a.m. BOSS 7:15 a.m. – 8:00 a.m. Gateway 7:10 a.m. – 8:00 a.m. 02M135 7:25 a.m. – 8:00 a.m. <u>Lunch</u> Graphics 10:20 a.m. – 10:55 a.m. 02M135 10:55 a.m. – 11:50 a.m. BOSS 11:50 a.m. – 1:00 p.m. Gateway 1:00 p.m.- 2:10 p.m.	<u>Breakfast</u> Graphics 7:35 a.m. – 8:00 a.m. BOSS 7:15 a.m. – 8:00 a.m. Gateway 7:10 a.m. – 8:00 a.m. 02M135 7:25 a.m. – 8:00 a.m. <u>Lunch</u> Graphics 10:20 a.m. – 10:55 a.m. 02M135 10:55 a.m. – 11:50 a.m. BOSS 11:50 a.m. – 1:00 p.m. Gateway 1:00 p.m.- 2:10 p.m.
Gymnasium (Capacity: 615)	Graphics 8:00 a.m. – 9:15 a.m. 02M135 9:15 a.m. – 10:45 a.m. Gateway 10:45 a.m. – 1:10 p.m. BOSS 1:10 p.m.-3:30 p.m.	Graphics 8:00 a.m. – 9:15 a.m. 02M135 9:15 a.m. – 10:45 a.m. Gateway 10:45 a.m. – 1:10 p.m. BOSS 1:10 p.m.-3:30 p.m.	Graphics 8:00 a.m. – 9:15 a.m. 02M135 9:15 a.m. – 10:45 a.m. Gateway 10:45 a.m. – 1:10 p.m. BOSS 1:10 p.m.-3:30 p.m.	Graphics 8:00 a.m. – 9:15 a.m. 02M135 9:15 a.m. – 10:45 a.m. Gateway 10:45 a.m. – 1:10 p.m. BOSS 1:10 p.m.-3:30 p.m.	Graphics 8:00 a.m. – 9:15 a.m. 02M135 9:15 a.m. – 10:45 a.m. Gateway 10:45 a.m. – 1:10 p.m. BOSS 1:10 p.m.-3:30 p.m.
Weight Room	Graphics 8:00 a.m. – 9:15 a.m. 02M135 9:15 a.m. – 10:45 a.m. Gateway 10:45 a.m. – 1:10 p.m. BOSS 1:10 p.m.-3:30 p.m.	Graphics 8:00 a.m. – 9:15 a.m. 02M135 9:15 a.m. – 10:45 a.m. Gateway 10:45 a.m. – 1:10 p.m. BOSS 1:10 p.m.-3:30 p.m.	Graphics 8:00 a.m. – 9:15 a.m. 02M135 9:15 a.m. – 10:45 a.m. Gateway 10:45 a.m. – 1:10 p.m. BOSS 1:10 p.m.-3:30 p.m.	Graphics 8:00 a.m. – 9:15 a.m. 02M135 9:15 a.m. – 10:45 a.m. Gateway 10:45 a.m. – 1:10 p.m. BOSS 1:10 p.m.-3:30 p.m.	Graphics 8:00 a.m. – 9:15 a.m. 02M135 9:15 a.m. – 10:45 a.m. Gateway 10:45 a.m. – 1:10 p.m. BOSS 1:10 p.m.-3:30 p.m.
Exercise Room	Graphics 8:00 a.m. – 9:15 a.m. 02M135 9:15 a.m. – 10:45 a.m. Gateway 10:45 a.m. – 1:10 p.m. BOSS 1:10 p.m.-3:30 p.m.	Graphics 8:00 a.m. – 9:15 a.m. 02M135 9:15 a.m. – 10:45 a.m. Gateway 10:45 a.m. – 1:10 p.m. BOSS 1:10 p.m.-3:30 p.m.	Graphics 8:00 a.m. – 9:15 a.m. 02M135 9:15 a.m. – 10:45 a.m. Gateway 10:45 a.m. – 1:10 p.m. BOSS 1:10 p.m.-3:30 p.m.	Graphics 8:00 a.m. – 9:15 a.m. 02M135 9:15 a.m. – 10:45 a.m. Gateway 10:45 a.m. – 1:10 p.m. BOSS 1:10 p.m.-3:30 p.m.	Graphics 8:00 a.m. – 9:15 a.m. 02M135 9:15 a.m. – 10:45 a.m. Gateway 10:45 a.m. – 1:10 p.m. BOSS 1:10 p.m.-3:30 p.m.

Space	Monday	Tuesday	Wednesday	Thursday	Friday
Auditorium (Capacity: 396)	SA – Manhattan 2 8:00 a.m. – 8:45 a.m. SA – Manhattan MS 8:45 a.m. – 9:00 a.m. BOSS 9:00 a.m. – 3:35 p.m.	SA – Manhattan 2 8:00 a.m. – 8:45 a.m. SA – Manhattan MS 8:45 a.m. – 9:00 a.m. Gateway 9:00 a.m. – 2:15 p.m.	SA – Manhattan 2 8:00 a.m. – 8:45 a.m. SA – Manhattan MS 8:45 a.m. – 9:00 a.m. Gateway 9:00 a.m. – 1:00 p.m. BOSS 1:00 p.m. – 3:35 p.m.	SA – Manhattan 2 8:00 a.m. – 8:45 a.m. SA – Manhattan MS 8:45 a.m. – 9:00 a.m. 02M135 9:00 a.m. – 3:00 p.m.	SA – Manhattan 2 8:00 a.m. – 8:45 a.m. SA – Manhattan MS 8:45 a.m. – 9:00 a.m. Graphics 9:00 a.m. – 3:37 p.m.
Library	Graphics 9:00 a.m.-10:00 a.m. BOSS 10:00 – 11:45 a.m. Gateway 11:45 a.m. – 1:35 p.m. 02M135 1:35 p.m. – 3:00 p.m. SA – Manhattan 2 3:00 p.m.- 4:15 p.m. SA – Manhattan MS 4:15 p.m. – 4:30 p.m.	Graphics 9:00 a.m.-10:00 a.m. BOSS 10:00 – 11:45 a.m. Gateway 11:45 a.m. – 1:35 p.m. 02M135 1:35 p.m. – 3:00 p.m. SA – Manhattan 2 3:00 p.m.- 4:15 p.m. SA – Manhattan MS 4:15 p.m. – 4:30 p.m.	Graphics 9:00 a.m.-10:00 a.m. BOSS 10:00 – 11:45 a.m. Gateway 11:45 a.m. – 1:35 p.m. 02M135 1:35 p.m. – 3:00 p.m. SA – Manhattan 2 3:00 p.m.- 4:15 p.m. SA – Manhattan MS 4:15 p.m. – 4:30 p.m.	Graphics 9:00 a.m.-10:00 a.m. BOSS 10:00 – 11:45 a.m. Gateway 11:45 a.m. – 1:35 p.m. 02M135 1:35 p.m. – 3:00 p.m. SA – Manhattan 2 3:00 p.m.- 4:15 p.m. SA – Manhattan MS 4:15 p.m. – 4:30 p.m.	Graphics 9:00 a.m.-10:00 a.m. BOSS 10:00 – 11:45 a.m. Gateway 11:45 a.m. – 1:35 p.m. 02M135 1:35 p.m. – 3:00 p.m. SA – Manhattan 2 3:00 p.m.- 4:15 p.m. SA – Manhattan MS 4:15 p.m. – 4:30 p.m.
Multi-purpose room	Breakfast SA – Manhattan 2 7:00 a.m. – 7:45 a.m. SA – Manhattan MS 7:00 a.m. – 7:45 a.m. Lunch SA – Manhattan MS 11:00 a.m. – 11:30 a.m. SA – Manhattan 2 11:30 a.m. – 1:00 p.m. Gym Time SA – Manhattan 2 8:00 a.m. – 11:30 a.m. SA – Manhattan MS 1:00 p.m. – 1:30 p.m.	Breakfast SA – Manhattan 2 7:00 a.m. – 7:45 a.m. SA – Manhattan MS 7:00 a.m. – 7:45 a.m. Lunch SA – Manhattan MS 11:00 a.m. – 11:30 a.m. SA – Manhattan 2 11:30 a.m. – 1:00 p.m. Gym Time SA – Manhattan 2 8:00 a.m. – 11:30 a.m. SA – Manhattan MS 1:00 p.m. – 1:30 p.m.	Breakfast SA – Manhattan 2 7:00 a.m. – 7:45 a.m. SA – Manhattan MS 7:00 a.m. – 7:45 a.m. Lunch SA – Manhattan MS 11:00 a.m. – 11:30 a.m. SA – Manhattan 2 11:30 a.m. – 1:00 p.m. Gym Time SA – Manhattan 2 8:00 a.m. – 11:30 a.m. SA – Manhattan MS 1:00 p.m. – 1:30 p.m.	Breakfast SA – Manhattan 2 7:00 a.m. – 7:45 a.m. SA – Manhattan MS 7:00 a.m. – 7:45 a.m. Lunch SA – Manhattan MS 11:00 a.m. – 11:30 a.m. SA – Manhattan 2 11:30 a.m. – 1:00 p.m. Gym Time SA – Manhattan 2 8:00 a.m. – 11:30 a.m. SA – Manhattan MS 1:00 p.m. – 1:30 p.m.	Breakfast SA – Manhattan 2 7:00 a.m. – 7:45 a.m. SA – Manhattan MS 7:00 a.m. – 7:45 a.m. Lunch SA – Manhattan MS 11:00 a.m. – 11:30 a.m. SA – Manhattan 2 11:30 a.m. – 1:00 p.m. Gym Time SA – Manhattan 2 8:00 a.m. – 11:30 a.m. SA – Manhattan MS 1:00 p.m. – 1:30 p.m.
Science Lab 1	Graphics 8:00 a.m. – 9:05 a.m. 02M135 9:05 a.m. – 10:55 a.m. Gateway 10:55 a.m. – 1:15 p.m. BOSS 1:15 p.m. – 3:35 p.m.	Graphics 8:00 a.m. – 9:05 a.m. 02M135 9:05 a.m. – 10:55 a.m. Gateway 10:55 a.m. – 1:15 p.m. BOSS 1:15 p.m. – 3:35 p.m.	Graphics 8:00 a.m. – 9:05 a.m. 02M135 9:05 a.m. – 10:55 a.m. Gateway 10:55 a.m. – 1:15 p.m. BOSS 1:15 p.m. – 3:35 p.m.	Graphics 8:00 a.m. – 9:05 a.m. 02M135 9:05 a.m. – 10:55 a.m. Gateway 10:55 a.m. – 1:15 p.m. BOSS 1:15 p.m. – 3:35 p.m.	Graphics 8:00 a.m. – 9:05 a.m. 02M135 9:05 a.m. – 10:55 a.m. Gateway 10:55 a.m. – 1:15 p.m. BOSS 1:15 p.m. – 3:35 p.m.

Space	Monday	Tuesday	Wednesday	Thursday	Friday
Science Lab 2	Graphics 8:00 a.m. – 9:05 a.m. 02M135 9:05 a.m. – 10:55 a.m. Gateway 10:55 a.m. – 1:15 p.m. BOSS 1:15 p.m. – 3:35 p.m.	Graphics 8:00 a.m. – 9:05 a.m. 02M135 9:05 a.m. – 10:55 a.m. Gateway 10:55 a.m. – 1:15 p.m. BOSS 1:15 p.m. – 3:35 p.m.	Graphics 8:00 a.m. – 9:05 a.m. 02M135 9:05 a.m. – 10:55 a.m. Gateway 10:55 a.m. – 1:15 p.m. BOSS 1:15 p.m. – 3:35 p.m.	Graphics 8:00 a.m. – 9:05 a.m. 02M135 9:05 a.m. – 10:55 a.m. Gateway 10:55 a.m. – 1:15 p.m. BOSS 1:15 p.m. – 3:35 p.m.	Graphics 8:00 a.m. – 9:05 a.m. 02M135 9:05 a.m. – 10:55 a.m. Gateway 10:55 a.m. – 1:15 p.m. BOSS 1:15 p.m. – 3:35 p.m.
Science Lab 3	Graphics 8:00 a.m. – 9:05 a.m. 02M135 9:05 a.m. – 10:55 a.m. Gateway 10:55 a.m. – 1:15 p.m. BOSS 1:15 p.m. – 3:35 p.m.	Graphics 8:00 a.m. – 9:05 a.m. 02M135 9:05 a.m. – 10:55 a.m. Gateway 10:55 a.m. – 1:15 p.m. BOSS 1:15 p.m. – 3:35 p.m.	Graphics 8:00 a.m. – 9:05 a.m. 02M135 9:05 a.m. – 10:55 a.m. Gateway 10:55 a.m. – 1:15 p.m. BOSS 1:15 p.m. – 3:35 p.m.	Graphics 8:00 a.m. – 9:05 a.m. 02M135 9:05 a.m. – 10:55 a.m. Gateway 10:55 a.m. – 1:15 p.m. BOSS 1:15 p.m. – 3:35 p.m.	Graphics 8:00 a.m. – 9:05 a.m. 02M135 9:05 a.m. – 10:55 a.m. Gateway 10:55 a.m. – 1:15 p.m. BOSS 1:15 p.m. – 3:35 p.m.

Building Safety and Security

Pursuant to Chancellor's Regulation A-414, every school/campus must have a School Safety Committee. The committee plays an essential role in the establishment of safety procedures, the communication of expectations and responsibilities of students and staff, and the design of prevention and intervention strategies and programs specific to the needs of the school. The committee is comprised of various members of the school community, including Principal(s); designees 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, among others. The committee is responsible for addressing safety matters on an ongoing basis and making appropriate recommendations to the Principal(s) when it identifies the need for additional security measures, intervention, training, etc.

The Committee is also responsible for developing a comprehensive School Safety Plan which defines the normal operations of the site and what procedures are in place in the event of an emergency. The plan must be consistent with the Citywide prescribed safety plan shell. Each program operating within a school must enter program-specific information in the School Safety Plan. The School Safety Plan is 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 School Safety Plan at any other time when it is necessary to address security concerns.

Consistent with the process described above, the leaders/designees of Graphics, BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS will continue to be part of the M625 School Safety Committee. As members of the School Safety Committee, the leaders/designees of Graphics, BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS will participate in the development of the building's School Safety Plan and ensure that any security-related issues or needs that may arise with respect to the co-locations of Graphics, BOSS, Gateway, SA – Manhattan 2, 02M135, and SA – Manhattan MS will be addressed on an ongoing basis. Moreover, the School Safety Plan for the M625 school building will be modified as appropriate to meet any changing security needs associated with the co-location. The leaders/designees of Graphics, BOSS, Gateway, SA – Manhattan 2, the 02M135, and SA – Manhattan MS will enter information in the M625 schools' overall School 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 school in the building, 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 M625 school building will be submitted to the Borough Safety Directors of the Office of School and Youth Development for approval. If changes or modifications are necessary, the School Safety Committee will be advised. Once the School 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, 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.¹⁸ 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 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 New York Charter Schools Act, the SSC is to review the implementation of the BUP once it has been approved by the Panel for Educational Policy. With respect to charter schools that were approved to be located or co-located in a public school building prior to the effective date of the amended New York Charter Schools Act, the SSC shall review implementation of the current building space plans in place at those buildings. The SSC will meet at minimum four times per year.

The SSC will be comprised of the principal/designee, a teacher/designee 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/designee 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.

¹⁸ Campus Policy Memo 2011 is available at <http://schools.nyc.gov/community/campusgov>, under "Key Documents."