

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 grades five through eight of Success Academy Charter School – Harlem 2 (84M384, "SA – Harlem 2"), in building M043. SA – Harlem 2 is an existing charter elementary school currently serving students in grades kindergarten through four in building M030 ("M030") located at 144-176 East 128th Street, New York, NY 10035 in Community School District 5 ("District 5"), and students in grade five in tandem buildings M185 and M208 ("M185/M208") located respectively at 20 West 112th Street, New York, NY 10026 and 21 West 111th Street, New York, NY 10026 in Community School District 3 ("District 3"). Tandem buildings are two separate buildings with separate entrances, which are joined by a central core containing a shared gymnasium, auditorium, and cafeterias. On February 28, 2012, the DOE issued an EIS proposing the co-location of the fifth grade of SA – Harlem 2 and the fifth grade of Success Academy Charter School – Harlem 3 (84M385, "SA – Harlem 3") in building M185/M208 for the 2012-2013 school year. On March 21, 2012 the Panel for Educational Policy ("PEP") approved the co-location of the fifth grade of SA – Harlem 2 and the fifth grade of SA – Harlem 3 in M185/M208 for the 2012-2013 school year.¹ In 2013-2014, these students will be served in building M101 ("M101") located at 141 East 111th Street, New York, NY 10029 in Community School District 4 ("District 4") and building M175 ("M175") located at 175 West 134th Street, New York, NY 10030 in District 5. These proposals were approved by the Panel for Educational Policy ("PEP") on June 26, 2012 and November 8, 2012 respectively.²

If this proposal is approved, beginning in 2014-2015 SA – Harlem 2 will be co-located with Academy for Social Action: A College Board School (05M367, "ASA"), an existing secondary school that currently serves students in grades six through twelve; I.S. M286 Renaissance Leadership Academy (05M286, "Renaissance"), an existing middle school that currently serves students in grades six through eight; The Urban Assembly Institute for New Technologies (05M410, "New Technologies"), an existing middle school that currently serves students in grades six through eight; and Urban Assembly School for the Performing Arts (05M369, "Performing Arts"), an existing high school that currently serves students in grades nine through twelve in M043. 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.

Pursuant to the New York State Charter Schools Act of 1998 (as amended), the following plan outlines the allocation of classrooms and administrative space for SA – Harlem 2, Renaissance, ASA, New Technologies, and Performing Arts. It also includes a proposal for the collaborative usage of shared resources and spaces among the five school organizations, including but not limited to cafeterias, libraries, gymnasiums, and recreational areas which assures equitable access to such facilities. Information about the impact on building safety and security, proposed strategies for communication and collaborative decision-making between the co-located schools, and a description of the shared space committee are also included. Please refer to the EIS, to which this plan is attached, for further information about the proposed co-location.

In a separate EIS, also posted on January 18, 2013, the DOE is proposing the truncation of the middle school grades of ASA beginning in 2013-2014. This Building Utilization Plan ("BUP") presumes that both the proposal to truncate ASA beginning in 2013-2014 and the proposal to co-locate SA – Harlem 2 beginning in 2014-2015 are approved.³

As described throughout this document, the final shared space schedule would be collaboratively finalized by the Building Council if the proposed co-location has been approved by the PEP.

METHODOLOGY

We have applied the DOE Instructional Footprint ("Footprint")⁴ to all schools and/or programs outlined in this plan to allocate rooms in an unbiased manner, and have divided the remaining space equitably based on the the instructional and programmatic needs of the co-located schools and the physical location of the excess space within the building.

¹ The details of the proposal concerning the co- location of the fifth grade of SA – Harlem 2 and the fifth grade of SA – Harlem 3 in M185/M208 for the 2012-2013 school year can be found at: <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2011-2012/Mar212012Proposals.htm>.

² The M101 EIS is available on the DOE's Web site: <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2011-2012/June2012Proposals> and the M175 EIS is available on the DOE's Website: <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2012-2013/Nov2012Proposals.htm>.

³ Should the proposal for the truncation of the middle school grades of Academy for Social Action: A College Board School not be approved by the PEP at the March 11, 2013 meeting, the DOE will revise this proposal accordingly.

JUSTIFICATION OF FEASIBILITY AND EQUITABILITY OF CLASSROOM AND ADMINSTRATIVE SPACE ALLOCATION

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

For elementary schools serving grades kindergarten through five (and for all pre-kindergarten programs), the Footprint assumes that classes are self-contained, meaning that each class remains in their homeroom throughout the day except for when they are scheduled for a cluster activity (i.e. art) or lunch, recess, etc. Further, this assumes that at those times the homeroom classroom remains empty. Therefore, the Footprint allocates one full-size classroom for each general education (“GE”) or Integrated Co-Teaching (“ICT”) section and a full size or half-size classroom to accommodate each self-contained special education (“SC”) section served by the school. In addition, schools serving grades kindergarten through five receive an allocation of cluster or specialty classrooms proportionate to the number of students enrolled. These classes 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	Number of Cluster Rooms
1,251 and up	5
751-1,250	4
251-750	3
151-250	2
0-150	1

For grades six through twelve the Footprint assumes that students move from class to class and that classrooms should be programmed at maximum efficiency. The Footprint allocates one full-size classroom for each GE or Integrated ICT section and a full-size or half-size classroom to accommodate each self-contained special education section served by the school. 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. Each principal, therefore, must make decisions about how and where students will be served within the space allocated to the school. The DOE, however, will provide support to the schools to ensure that the schools use the space efficiently in order to maximize capacity to support student needs and maintain appropriate delivery of special education and related services to students. Where appropriate, school leaders will have an opportunity to draw upon the expertise and guidance of the Office of Special Education, which is dedicated to promoting positive educational outcomes for students with disabilities.

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

Allocation of Classrooms and Administrative Space

According to a desk survey performed on June 27, 2012 by the Office of Space Planning, building M043 has a total of 67 full-size rooms⁵ (including five full-size science demonstration labs), 15 half-size rooms,⁶ 7 quarter-size rooms,⁷ and the equivalent of 5.5 full-size rooms of designed administrative space. The five science rooms are all allocated to schools, and therefore are included in the full-size room allocations and are not included in the Proposed Shared Space Schedule. M043 also contains two gymnasiums, an auditorium, a cafeteria, and 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:

- Nurse's office occupies one half-sized designed administrative space.
- Custodian's office occupies one half-size room.
- School safety occupies one half-size room.

Excluding the spaces outlined above, the M043 building currently has a total of 67 full-size rooms (including five full-size science demonstration labs), 13 half-size rooms, 7 quarter-size rooms, and the equivalent of 5.0 full-size designed administrative spaces remaining to be allocated to schools.

Summary	FS	HS	QS	Designed Admin (FSE)
Building Grand TOTAL	67	15	7	5.5
SHARED SPACES or Building Services	0	2	0	0.5
Remaining Total to be Allocated	67	13	7	5.0

2012-2013 (CURRENT SCHOOL YEAR)

The table below summarizes the projected total enrollment and sections served at Renaissance, ASA, Performing Arts, and New Technologies in the current 2012-2013 school year.

School	Grade Span	Total Enrollment ⁸	Total GE/ICT Sections	Total SC Sections
Renaissance	6-8	220	8	3
ASA	6-12	408	16	0
Performing Arts	9-12	359	13	0
New Technologies	6-8	114	5	3

⁵ Full-size classrooms have an area of 500 square feet or more.

⁶ Half-size classrooms have an area of less than 500 square feet but greater than 239 square feet.

⁷ Quarter-size classrooms have an area of less than 240 square feet.

⁸ Based on 2012-2013 Unaudited Register (as of October 26, 2012).

The table below summarizes the baseline and adjusted footprint allocations of Renaissance, ASA, Performing Arts, and New Technologies. 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. The DOE has allocated the excess space in M043 so as not to disturb the current configuration of the co-located schools. This configuration allows each school to have its own dedicated floor and/or contiguous space on a floor in M043.

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)
Renaissance	Baseline Footprint Allocation	9	4	2.0	0	0	0	2.0	9	4	0	2.0
	Adjusted Baseline Allocation	11	2	0.5	1	1	0	2.0	12	3	0	0.5
	Current Space Allocation	15	1	0.5	0	2	0	1.5	15	3	0	0.5
ASA	Baseline Footprint Allocation	16	1	3.0	0	0	0	3.0	16	1	0	3.0
	Adjusted Baseline Allocation	16	1	1.5	0	1	4	3.0	16	2	4	1.5
	Current Space Allocation	21	2	1.5	0	3	4	4.0	21	5	4	1.5
Performing Arts	Baseline Footprint Allocation	13	1	3.0	0	0	0	3.0	13	1	0	3.0
	Adjusted Baseline Allocation	13	1	1.5	1	0	2	3.0	14	1	2	1.5
	Current Space Allocation	16	0	1.5	1	3	2	4.5	17	3	2	1.5
New Technologies	Baseline Footprint Allocation	6	4	2.0	0	0	0	2.0	6	4	0	2.0
	Adjusted Baseline Allocation	8	2	1.5	0	1	0	2.0	8	3	0	1.5
	Current Space Allocation	14	1	1.5	0	1	1	2.25	14	2	1	1.5

In total:

- Renaissance is currently allocated 15 full-size rooms, 3 half-size rooms, and 0.5 FSE rooms of designed administrative space. Due to a shortage of half-size rooms in the M043 building, the DOE has adjusted Renaissance's baseline allocation and allocated Renaissance 2 full-size rooms in lieu of 2 half-size rooms. As demonstrated in the table above, Renaissance is currently using rooms in excess of its adjusted baseline footprint.
- ASA is currently allocated 21 full-size rooms, 5 half-size rooms, 4 quarter-size rooms, and 1.5 FSE rooms of designed administrative space. As demonstrated in the table above, ASA is currently using rooms in excess of its adjusted baseline footprint.
- Performing Arts is currently allocated 17 full-size rooms, 3 half-size rooms, 2 quarter-size rooms, and 1.5 FSE rooms of designed administrative space. As demonstrated in the table above, Performing Arts is currently using rooms in excess of its adjusted baseline footprint.
- New Technologies is currently allocated 14 full-size rooms, 2 half-size rooms, 1 quarter-size room, and 1.5 FSE rooms of designed administrative space. Due to a shortage of half-size rooms in the M043 building, the DOE has adjusted New Technologies' baseline allocation and allocated New Technologies 2 full-size rooms in lieu of 2 half-size rooms. As demonstrated in the table above, New Technologies is currently using rooms in excess of its adjusted baseline footprint.

The current excess space in the M043 building is demonstrated in the table below.

2012-2013	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocation	17	4	1	0.0

2013-2014 (FIRST YEAR PROPOSED IMPLEMENTATION)

If the proposal to truncate the middle school grades of ASA is approved, ASA will no longer enroll students in grade six, but will continue to serve students in grades seven through twelve in the 2013-2014 school year.⁹

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

School	Projected Enrollment ¹⁰	GE/ICT Sections	SC Sections
Renaissance	170 – 200	8	2
ASA	335 – 376	14	0
Performing Arts	340 – 380	13	0
New Technologies	120 - 150	4	2

⁹ The proposal to truncate the middle school grades of ASA can be found here: <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2012-2013/Mar112013PEP.htm>.

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

After Renaissance, ASA, Performing Arts, and New Technologies have received their respective baseline or adjusted baseline footprint allocation of rooms, the following number of rooms will remain unallocated:

2013-2014	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocation	21	5	1	0.0

The excess space will be allocated among Renaissance, ASA, Performing Arts, and New Technologies based upon the following factors: the physical location of the available space in relation to the location of each school within the building and the needs of the schools.

The table below summarizes the full 2013-2014 room allocation plan for Renaissance, ASA, Performing Arts, and New Technologies based on their baseline footprint and adjusted baseline footprint allocations, plus the excess space allocations. The DOE has allocated the excess space in M043 so as not to disturb the current configuration of the co-located schools. This configuration allows each school to have its own dedicated floor and/or contiguous space on a floor in M043.

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)
Renaissance	Baseline Footprint Allocation	9	3	2.00	0	0	0	2.0	0	0	0	0.0	9	3	0	2.0
	Adjusted Baseline Allocation	10	2	0.50	1	1	0	2.0	4	0	0	0.0	15	3	0	0.5
ASA	Baseline Footprint Allocation	14	1	3.00	0	0	0	3.0	0	0	0	0.0	14	1	0	3.0
	Adjusted Baseline Allocation	14	1	1.50	0	1	4	3.0	7	3	0	0.0	21	5	4	1.5
Performing Arts	Baseline Footprint Allocation	13	1	3.00	0	0	0	3.0	0	0	0	0.0	13	1	0	3.0
	Adjusted Baseline Allocation	13	1	1.50	1	0	2	3.0	3	2	0	0.0	17	3	2	1.5
New Technologies	Baseline Footprint Allocation	5	3	2.00	0	0	0	2.0	0	0	0	0.0	5	3	0	2.0
	Adjusted Baseline Allocation	7	1	1.50	0	1	0	2.0	7	0	1	0.0	14	2	1	1.5

In total:

- Renaissance will be allocated 15 full-size rooms, 3 half-size rooms, and 0.5 FSE rooms of designed administrative space in total in M043. Due to a shortage of half-size rooms in the M043 building, the DOE has adjusted Renaissance's baseline allocation and allocated Renaissance 1 full-size room in lieu of 1 half-size room. This allocation includes 4 full-size rooms in excess of Renaissance's adjusted baseline footprint.
- ASA will be allocated 21 full-size rooms, 5 half-size rooms, 4 quarter-size rooms, and 1.5 FSE rooms of designed administrative space in total in M043. This allocation includes 7 full-size rooms and 3 half-size rooms in excess of ASA's adjusted baseline footprint.
- Performing Arts will be allocated 17 full-size rooms, 3 half-size rooms, 2 quarter-size rooms, and 1.5 FSE rooms of designed administrative space in total in M043. This allocation includes 3 full-size rooms and 2 half-size rooms in excess of Performing Arts' adjusted baseline footprint.
- New Technologies will be allocated 14 full-size rooms, 2 half-size rooms, 1 quarter-size room, and 1.5 FSE rooms of designed administrative space in total in M043. This allocation includes 7 full-size rooms and 1 quarter-size room in excess of New Technologies' adjusted baseline footprint.

The room change is reflected below for the current school year 2012-2013 to 2013-2014, which reflects changes to room allocations resulting from the truncation of the middle school grades of ASA.

ROOM CHANGE (+/-)	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)
Renaissance	15	3	0	0.5	15	3	0	0.5	0	0	0	0.0
ASA	21	5	4	1.5	21	5	4	1.5	0	0	0	0.0
Performing Arts	17	3	2	1.5	17	3	2	1.5	0	0	0	0.0
New Technologies	14	2	1	1.5	14	2	1	1.5	0	0	0	0.0

2014-2015

If this proposal is approved, SA – Harlem 2 will serve students in grades five and six in building M043 beginning in the 2014-2015 school year. Additionally, if the proposal to truncate the middle school grades of ASA is approved, ASA will no longer serve students in grades six and seven, but will continue to serve students in grades eight through twelve in the 2014-2015 school year.¹¹

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

School	Projected Enrollment ¹²	GE/ICT Sections	SC Sections
Renaissance	180 – 210	9	2
ASA	310 – 340	13	0
Performing Arts	340 – 380	13	0
New Technologies	135 – 165	3	2
SA – Harlem 2	220 – 250	9	0

After Renaissance, ASA, Performing Arts, New Technologies, and SA – Harlem 2 have received their respective baseline or adjusted baseline footprint allocation of rooms, the following number of rooms will remain unallocated:

2014-2015	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocation	9	3	3	0.0

The excess space will be allocated among Renaissance, ASA, Performing Arts, New Technologies, and SA – Harlem 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 the needs of each school.

The table below summarizes the full 2014-2015 room allocation plan for Renaissance, ASA, Performing Arts, New Technologies, and SA – Harlem 2 based on their baseline footprint and adjusted baseline footprint allocations, plus the excess space allocations. The DOE has allocated the excess space in M043 so as not to disturb the current configuration of the co-located schools. This configuration allows each school to have its own dedicated floor and/or contiguous space on a floor in M043.

¹¹ The proposal to truncate the middle school grades of ASA can be found here: <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2012-2013/Mar112013PEP.htm>.

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

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)
Renaissance	Baseline Footprint Allocation	10	3	2.0	0	0	0	2.0	0	0	0	0.0	10	3	0	2.0
	Adjusted Baseline Allocation	12	1	0.5	1	1	0	2.0	2	1	0	0.0	15	3	0	0.5
ASA	Baseline Footprint Allocation	13	1	3.0	0	0	0	3.0	0	0	0	0.0	13	1	0	3.0
	Adjusted Baseline Allocation	13	1	1.5	1	0	2	3.0	2	1	0	0.0	16	2	2	1.5
Performing Arts	Baseline Footprint Allocation	13	1	3.0	0	0	0	3.0	0	0	0	0.0	13	1	0	3.0
	Adjusted Baseline Allocation	13	1	1.5	1	1	0	3.0	3	0	0	0.0	17	2	0	1.5
New Technologies	Baseline Footprint Allocation	4	3	2.0	0	0	0	2.0	0	0	0	0.0	4	3	0	2.0
	Adjusted Baseline Allocation	6	1	1.5	0	1	0	2.0	2	0	3	0.0	8	2	3	1.5
SA - Harlem 2	Baseline Footprint Allocation	10	1	2.5	0	0	0	2.5	0	0	0	0.0	10	1	0	2.5
	Adjusted Baseline Allocation	10	1	0.0	1	2	2	2.5	0	1	0	0.0	11	4	2	0.0

In total:

- Renaissance will be allocated 15 full-size rooms, 3 half-size rooms, and 0.5 FSE rooms of designed administrative space in total in M043. Due to a shortage of half-size rooms in the M043 building, the DOE has adjusted Renaissance's baseline allocation and allocated Renaissance 2 full-size rooms in lieu of 2 half-size rooms. This allocation includes 2 full-size rooms and 1 half-size room in excess of Renaissance's adjusted baseline footprint.
- ASA will be allocated 16 full-size rooms, 2 half-size rooms, 2 quarter-size rooms, and 1.5 FSE rooms of designed administrative space in total in M043. This allocation includes 2 full-size rooms and 1 half-size room in excess of ASA's adjusted baseline footprint.
- Performing Arts will be allocated 17 full-size rooms, 2 half-size rooms, and 1.5 FSE rooms of designed administrative space in total in M043. This allocation includes 3 full-size rooms in excess of Performing Arts' adjusted baseline footprint.
- New Technologies will be allocated 8 full-size rooms, 2 half-size rooms, 3 quarter-size rooms, and 1.5 FSE rooms of designed administrative space in total in M043. Due to a shortage of half-size rooms in the M043 building, the DOE has adjusted New Technologies' baseline allocation and allocated New Technologies 2 full-size rooms in lieu of 2 half-size rooms. This allocation includes 2 full-size rooms and 3 quarter-size rooms in excess of New Technologies' adjusted baseline footprint.
- SA – Harlem 2 will be allocated 11 full-size rooms, 4 half-size rooms, and 2 quarter-size rooms in total in M043. This allocation includes 1 half-size room in excess of SA – Harlem 2's adjusted baseline footprint.

The room change is reflected below for 2013-2014 to 2014-2015, which reflects changes to room allocations resulting from the truncation of the middle school grades of ASA, as well as the proposed phase in of SA – Harlem 2 to serve students in grades five through eight.

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	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)
Renaissance	15	3	0	0.5	15	3	0	0.5	0	0	0	0.0
ASA	21	5	4	1.5	16	2	2	1.5	-5	-3	-2	0.0
Performing Arts	17	3	2	1.5	17	2	0	1.5	0	-1	-2	0.0
New Technologies	14	2	1	1.5	8	2	3	1.5	-6	0	+2	0.0
SA - Harlem 2	0	0	0	0.0	11	4	2	0.0	+11	+4	+2	0.0

2015-2016

If this proposal is approved, SA – Harlem 2 will serve students in grades five through seven in building M043 in the 2015-2016 school year. Additionally, if the proposal to truncate the middle school grades of ASA is approved, ASA will no longer serve students in grades six through eight, but will continue to serve students in grades nine through twelve in the 2015-2016 school year.¹³

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

School	Projected Enrollment ¹⁴	GE/ICT Sections	SC Sections
Renaissance	180 – 210	9	3
ASA	300 – 320	12	0
Performing Arts	340 – 380	13	0
New Technologies	135 – 165	3	3
SA – Harlem 2	350 – 400	13	0

After Renaissance, ASA, Performing Arts, New Technologies, and SA – Harlem 2 have received their respective baseline or adjusted baseline footprint allocation of rooms, the following number of rooms will remain unallocated:

2015-2016	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocation	7	1	3	0.0

The excess space will be allocated among Renaissance, ASA, Performing Arts, New Technologies, and SA – Harlem 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 the needs of each school.

The table below summarizes the full 2015-2016 room allocation plan for Renaissance, ASA, Performing Arts, New Technologies, and SA – Harlem 2 based on their baseline footprint and adjusted baseline footprint allocations, plus the excess space allocations. The DOE has allocated the excess space in M043 so as not to disturb the current configuration of the co-located schools. This configuration allows each school to have its own dedicated floor and/or contiguous space on a floor in M043.

¹³ The proposal to truncate the middle school grades of ASA can be found here: <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2012-2013/Mar112013PEP.htm>.

¹⁴ 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)
Renaissance	Baseline Footprint Allocation	10	3	0.5	1	1	0	2.0	0	0	0	0.0	11	4	0	0.5
	Adjusted Baseline Allocation	12	1	0.5	1	1	0	2.0	2	1	0	0.0	15	3	0	0.5
ASA	Baseline Footprint Allocation	12	1	1.5	0	1	2	2.5	0	0	0	0.0	12	2	2	1.5
	Adjusted Baseline Allocation	12	1	1.5	0	1	2	2.5	0	0	0	0.0	12	2	2	1.5
Performing Arts	Baseline Footprint Allocation	13	1	1.5	1	1	0	3.0	0	0	0	0.0	14	2	0	1.5
	Adjusted Baseline Allocation	13	1	1.5	1	1	0	3.0	1	0	0	0.0	15	2	0	1.5
New Technologies	Baseline Footprint Allocation	4	3	1.5	0	1	0	2.0	0	0	0	0.0	4	4	0	1.5
	Adjusted Baseline Allocation	6	1	1.5	0	1	0	2.0	1	0	3	0.0	7	2	3	1.5
SA - Harlem 2	Baseline Footprint Allocation	14	1	3.0	0	0	0	3.0	0	0	0	0.0	14	1	0	3.0
	Adjusted Baseline Allocation	14	1	0.0	1	3	2	3.0	3	0	0	0.0	18	4	2	0.0

In total:

- Renaissance will be allocated 15 full-size rooms, 3 half-size rooms, and 0.5 FSE rooms of designed administrative space in total in M043. Due to a shortage of half-size rooms in the M043 building, the DOE has adjusted Renaissance's baseline allocation and allocated Renaissance 2 full-size rooms in lieu of 2 half-size rooms. This allocation includes 2 full-size rooms and 1 half-size room in excess of Renaissance's adjusted baseline footprint.
- ASA will be allocated 12 full-size rooms, 2 half-size rooms, 2 quarter-size rooms, and 1.5 FSE rooms of designed administrative space in total in M043.
- Performing Arts will be allocated 15 full-size rooms, 2 half-size rooms, and 1.5 FSE rooms of designed administrative space in total in M043. This allocation includes 1 full-size room in excess of Performing Arts' adjusted baseline footprint.
- New Technologies will be allocated 7 full-size rooms, 2 half-size rooms, 3 quarter-size rooms, and 1.5 FSE rooms of designed administrative space in total in M043. Due to a shortage of half-size rooms in the M043 building, the DOE has adjusted New Technologies' baseline allocation and allocated New Technologies 2 full-size rooms in lieu of 2 half-size rooms. This allocation includes 1 full-size room and 3 quarter-size rooms in excess of New Technologies' adjusted baseline footprint
- SA – Harlem 2 will be allocated 18 full-size rooms, 4 half-size rooms, and 2 half-size rooms in total in M043. This allocation includes 3 full-size rooms in excess of SA – Harlem 2's adjusted baseline footprint.

The room change is reflected below for 2014-2015 to 2015-2016, which reflects changes to room allocations resulting from the truncation of the middle school grades of ASA, as well as the proposed phase in of SA – Harlem 2 to serve students in grades five through eight.

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	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)
Renaissance	15	3	0	0.5	15	3	0	0.5	0	0	0	0.0
ASA	16	2	2	1.5	12	2	2	1.5	-4	0	0	0.0
Performing Arts	17	2	0	1.5	15	2	0	1.5	-2	0	0	0.0
New Technologies	8	2	3	1.5	7	2	3	1.5	-1	0	0	0.0
SA - Harlem 2	11	4	2	0.0	18	4	2	0.0	+7	0	0	0.0

2016-2017

If this proposal is approved, SA – Harlem 2 will serve students in grade five through eight in building M043 in the 2016-2017 school year. Additionally, if the proposal to truncate the middle school grades of ASA is approved, ASA will no longer serve students in grades six through eight, but will continue to serve students in grades nine through twelve in the 2016-2017 school year.¹⁵

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

School	Projected Enrollment ¹⁶	GE/ICT Sections	SC Sections
Renaissance	180 – 210	9	2
ASA	300 – 320	12	0
Performing Arts	340 – 380	13	0
New Technologies	135 – 165	3	2
SA – Harlem 2	480 – 550	16	0

After Renaissance, ASA, Performing Arts, New Technologies, and SA – Harlem 2 have received their respective baseline or adjusted baseline footprint allocation of rooms, the following number of rooms will remain unallocated:

2016-2017	Full Size Rooms	Half Size Rooms	Quarter Size Rooms	Designed Admin (FSE)
Space In Excess of Baseline Allocation	4	2	3	0.0

The excess space will be allocated among Renaissance, ASA, Performing Arts, New Technologies, and SA – Harlem 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 the needs of each school.

The table below summarizes the full 2016-2017 room allocation plan for Renaissance, ASA, Performing Arts, New Technologies, and SA – Harlem 2 based on their baseline footprint and adjusted baseline footprint allocations, plus the excess space allocations. In the fourth and final year of the proposal's implementation, SA – Harlem 2 will receive its baseline allocation of instructional space, but will not receive certain administrative space that it would otherwise receive under the Footprint. SA – Harlem 2 agrees, however, that it can adequately operate within the space allocated in the BUP in year 2016-2017 because SACS uses different class size and space programming assumptions than the Footprint, and believes it has the ability to continue to effectively deliver instruction in the space allocated by this BUP. The DOE has allocated the excess space in M043 so as not to disturb the current configuration of the co-located schools. This configuration allows each school to have its own dedicated floor and/or contiguous space on a floor in M043.

¹⁵ The proposal to truncate the middle school grades of ASA can be found here: <http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2012-2013/Mar112013PEP.htm>.

¹⁶ 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	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)
Renaissance	Baseline Footprint Allocation	10	3	0.5	1	1	0	2.0	0	0	0	0.0	11	4	0	0.5
	Adjusted Baseline Allocation	12	1	0.5	1	1	0	2.0	2	1	0	0.0	15	3	0	0.5
ASA	Baseline Footprint Allocation	12	1	1.5	0	1	2	2.5	0	0	0	0.0	12	2	2	1.5
	Adjusted Baseline Allocation	12	1	1.5	0	1	2	2.5	0	0	0	0.0	12	2	2	1.5
Performing Arts	Baseline Footprint Allocation	13	1	1.5	1	1	0	3.0	0	0	0	0.0	14	2	0	1.5
	Adjusted Baseline Allocation	13	0	1.5	1	1	0	3.0	1	1	0	0.0	15	2	0	1.5
New Technologies	Baseline Footprint Allocation	4	3	1.5	0	1	0	2.0	0	0	0	0.0	4	4	0	1.5
	Adjusted Baseline Allocation	6	1	1.5	0	1	0	2.0	1	0	3	0.0	7	2	3	1.5
SA - Harlem 2	Baseline Footprint Allocation	17	1	3.5	0	0	0	3.5	0	0	0	0.0	17	1	0	3.5
	Adjusted Baseline Allocation	17	1	0.0	1	3	2	3.0	0	0	0	0.0	18	4	2	0.0

In total:

- Renaissance will be allocated 15 full-size rooms, 3 half-size rooms, and 0.5 FSE rooms of designed administrative space in total in M043. Due to a shortage of half-size rooms in the M043 building, the DOE has adjusted Renaissance’s baseline allocation and allocated Renaissance 2 full-size rooms in lieu of 2 half-size rooms. This allocation includes 2 full-size rooms and 1 half-size room in excess of Renaissance’s adjusted baseline footprint.
- ASA will be allocated 12 full-size rooms, 2 half-size rooms, 2 quarter-size rooms, and 1.5 FSE rooms of designed administrative space in total in M043. ASA will no longer serve students in grades six through eight, but will continue to serve students in grades nine through twelve in 2016-2017.
- Performing Arts will be allocated 15 full-size rooms, 2 half-size rooms, and 1.5 FSE rooms of designed administrative space in total in M043. This allocation includes 1 full-size room and 1 half-size rooms in excess of Performing Arts’ adjusted baseline footprint.
- New Technologies will be allocated 7 full-size rooms, 2 half-size rooms, 3 quarter-size rooms, and 1.5 FSE rooms of designed administrative space in total in M043. Due to a shortage of half-size rooms in the M043 building, the DOE has adjusted New Technologies’ baseline allocation and allocated New Technologies 2 full-size rooms in lieu of 2 half-size rooms. This allocation includes 1 full-size room and 3 quarter-size rooms in excess of New Technologies’ adjusted baseline footprint.
- SA – Harlem 2 will be allocated 18 full-size rooms, 4 half-size rooms, and 2 quarter-size rooms in total in M043. This allocation does not include any rooms in excess of SA – Harlem 2’s adjusted baseline footprint.

The room change is reflected below for 2015-2016 to 2016-2017, which reflects changes to room allocations resulting from the truncation of the middle school grades of ASA, as well as the proposed phase in of SA – Harlem 2 to serve students in grades five through eight.

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	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)
Renaissance	15	3	0	0.5	15	3	0	0.5	0	0	0	0.0
ASA	12	2	2	1.5	12	2	2	1.5	0	0	0	0.0
Performing Arts	15	2	0	1.5	15	2	0	1.5	0	0	0	0.0
New Technologies	7	2	3	1.5	7	2	3	1.5	0	0	0	0.0
SA - Harlem 2	18	4	2	0.0	18	4	2	0.0	0	0	0	0.0

Shared Space Plan

A proposed shared space plan is below. The following plan is based on the estimated duration of time each of the co-located schools will have in each of the shared spaces in building M043 during the first year of implementation of this proposal in 2014-2015, when SA – Harlem 2 will serve fifth and sixth grades. The final shared space schedule will be collaboratively drafted by the Building Council after the proposed co-location has been approved by the Panel for Education Policy.

JUSTIFICATION OF FEASIBILITY AND EQUITY OF PROPOSED SHARED SPACE PLAN

This proposed Shared Space Plan is based upon the population size and other relevant factors further described below for each co-located school. Although the DOE has proposed how the shared spaces in the M043 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/KeyDocuments/CampusMemo.htm>).

The below proposed schedule is 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 of the school day based on the Office of Pupil Transportation's bus schedule for a regular school day.¹⁷ Where possible, the proposed schedule maintains schools' current allocation of time for each shared space and re-distributes remaining time for additional organizations. To the extent feasible, shared spaces are allocated in a manner that allows schools that have already been using the space this year to continue using it on a similar schedule next year, based on the 2011 Campus Audit Template submitted by the Building Council.¹⁸ The DOE has assigned times in each of the shared spaces to the co-located organizations in M043 proportional to their enrollments. In planning how Renaissance, ASA, Performing Arts, New Technologies, and SA – Harlem 2 may use the shared spaces, the DOE has applied some or all of the factors described above to develop a proposed plan that allocates time in each shared space equitably. As noted, decisions regarding the use and allocation of shared spaces will be made collaboratively by all organizations through the Building Council.

Cafeteria

- There is one cafeteria in the M043 building, which has the capacity to serve 270 students.
- The total time allocated to each organization in the cafeteria is primarily based upon each organization's current use of the cafeteria, projected enrollment, capacity of the cafeteria, and grade levels served. Each organization will be able to accommodate its students in the cafeteria within this proposed allocation of time. In the proposed plan:
 - Renaissance has been allocated 30 minutes daily in the cafeteria for breakfast, and 60 minutes daily in the cafeteria for lunch.
 - ASA has been allocated 45 minutes daily in the cafeteria for breakfast, and 90 minutes daily in the cafeteria for lunch.
 - Performing Arts has been allocated 45 minutes daily in the cafeteria for breakfast, and 90 minutes daily in the cafeteria for lunch.
 - New Technologies has been allocated 30 minutes daily in the cafeteria for breakfast, and 45 minutes daily in the cafeteria for lunch.
 - SA – Harlem 2 has been allocated 30 minutes daily in the cafeteria for breakfast, and 60 minutes daily in the cafeteria for lunch.

¹⁷ See DOE's Office of Pupil Transportation website at: <https://www.opt-osfns.org/opt/Resources/SchoolRouteStSearch/SearchResult.aspx>

¹⁸ 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.

- With regard to breakfast, the DOE notes that traditionally not all students have opted to participate in the breakfast program at M043. Accordingly, and in light of the high capacity of the cafeteria, Renaissance, ASA, Performing Arts, New Technologies, and SA – Harlem 2 can be served during slightly overlapping (and equitable) breakfast periods in the cafeteria.
- The Building Council is free to deviate from the proposed Shared Space Plan of the cafeteria 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.

Gymnasium

- There are two gymnasiums in the M043 building, gymnasium 1 and gymnasium 2, which have the capacity to serve 304 students each.
- The total time allocated to each organization in the gymnasiums is primarily based upon each organization's current use of the gymnasiums, projected enrollment, capacity of the gymnasiums, and grade levels served. Each organization will be able to accommodate its students in the gymnasiums within this proposed allocation of time. In the proposed plan:
 - Renaissance has been allocated 90 minutes daily in gymnasium 1 from 9:00 a.m. to 10:30 a.m.
 - ASA has been allocated 180 minutes daily in gymnasium 2 from 9:00 a.m. to 12:00 p.m.
 - Performing Arts has been allocated 180 minutes daily in gymnasium 1 from 12:00 p.m. to 3:00 p.m.
 - New Technologies has been allocated 90 minutes daily in gymnasium 2 from 12:00 p.m. to 1:30 p.m.
 - SA – Harlem 2 has been allocated 120 minutes daily in gymnasium 2 from 2:00 p.m. to 4:00 p.m.
- Because the proposed allocations have been devised with regard to the schools' enrollments and special needs, the DOE believes that the proposed allocation is equitable and feasible.
- The Building Council is free to deviate from the proposed Shared Space Plan and may revert to the current practice of allocating access to the gym on an as needed basis to accommodate specific programmatic needs of all groups within each school as is feasible and equitable, provided that the Building Council comes to an agreement on the final shared space plan collaboratively.

Library

- The DOE proposes that the library be allocated to all schools based on the relative projected enrollment for each school. In the proposed plan:
 - Renaissance has been allocated 90 minutes daily in the library from 1:30 p.m. to 3:00 p.m.
 - ASA has been allocated 180 minutes daily in the library from 12:00 p.m. to 3:00 p.m.
 - Performing Arts has been allocated 180 minutes daily in the library from 9:00 a.m. to 12:00 p.m.
 - New Technologies has been allocated 60 minutes daily in the library from 12:30 p.m. to 1:30 p.m.
 - SA – Harlem 2 has been allocated 90 minutes daily in the library from 10:30 a.m. to 12:00 p.m.

- Because the proposed allocations have been devised with regard to the schools' enrollments and special needs, the DOE believes that the proposed allocation is equitable and feasible.
- The Building Council is free to deviate from the proposed Shared Space Plan of the library 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

- There is one auditorium in the M043 building, which has the capacity to serve 633 students.
- The total time allocated to each organization in the auditorium is primarily based upon each organization's current use of the auditorium, projected enrollment, capacity of the auditorium, and grade levels served. Each organization will be able to accommodate its students in the auditorium within this proposed allocation of time. In the proposed plan:
 - Renaissance has been allocated 90 minutes daily in the auditorium from 12:00 p.m. to 1:30 p.m.
 - ASA has been allocated 150 minutes daily in the auditorium from 12:00 p.m. to 2:30 p.m.
 - Performing Arts has been allocated 180 minutes daily in the auditorium from 9:00 a.m. to 12:00 a.m.
 - New Technologies has been allocated 60 minutes daily in the auditorium from 11:00 a.m. to 12:00 p.m.
 - SA – Harlem 2 has been allocated 90 minutes daily in the auditorium from 10:30 a.m. to 12:00 p.m.
- The Building Council is free to deviate from the proposed Shared Space Plan of the auditorium 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

Based on the Office of Pupil Transportation's bus schedules for the earliest start and latest end times of the school day, Renaissance's school day runs from approximately 8:00 a.m. to 3:00 p.m.; ASA's school day runs from approximately 8:30 a.m. to 4:00 p.m.; Performing Arts' school day runs from approximately 8:15 a.m. to 3:15 p.m.; New Technologies's school day runs from approximately 8:20 a.m. to 3:15 p.m.; and SA – Harlem 2's school day runs from approximately 7:45 a.m. to 4:30 p.m.

- The DOE notes that Renaissance is not allocated time in shared spaces beyond 3:00 p.m., which is when their school day ends.
- The DOE notes that ASA is not allocated time in shared spaces beyond 4:00 p.m., which is when their school day ends.
- The DOE notes that Performing Arts is not currently allocated time in shared spaces past 3:15 p.m. which is when their school day ends.
- The DOE notes that New Technologies is not allocated time in shared spaces beyond 3:15 p.m., which is when their school day ends.
- The DOE notes that SA – Harlem 2 is not allocated time in shared spaces beyond 4:30 p.m., which is when their school day ends.

As noted in this BUP, the Building Council will address any requests to use all shared spaces after school hours and will resolve all conflicts. The Building Council is free to deviate from the proposed Shared Space Plan to accommodate specific programmatic needs of all groups within each school as is feasible and equitable, provided that the Building Council comes to

an agreement on the final shared space plan collaboratively. This agreement could result in the current schools in the building changing their use of the shared space once grades five through eight of SA – Harlem 2 are co-located in the building.

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

Space	Monday	Tuesday	Wednesday	Thursday	Friday
Cafeteria (Capacity: 270)	Breakfast Renaissance 7:30 a.m. – 8:00 a.m.				
	ASA 7:45 a.m. – 8:30 a.m.				
	Performing Arts 7:30 a.m. – 8:15 a.m.				
	New Technologies 8:00 a.m. – 8:30 a.m.				
	SA – Harlem 2 7:00 a.m. – 7:30 a.m.	SA – Harlem 2 7:00 a.m. – 7:30 a.m.	SA – Harlem 2 7:00 a.m. – 7:30 a.m.	SA – Harlem 2 7:00 a.m. – 7:30 a.m.	SA – Harlem 2 7:00 a.m. – 7:30 a.m.
	Lunch Renaissance 12:30 p.m. – 1:30 p.m.				
	ASA 10:30 a.m. – 12:00 p.m.				
	Performing Arts 10:30 a.m. – 12:00 p.m.				
	New Technologies 12:00 p.m. – 12:45 p.m.				
	SA – Harlem 2 1:00 p.m. – 2:00 p.m.	SA – Harlem 2 1:00 p.m. – 2:00 p.m.	SA – Harlem 2 1:00 p.m. – 2:00 p.m.	SA – Harlem 2 1:00 p.m. – 2:00 p.m.	SA – Harlem 2 1:00 p.m. – 2:00 p.m.

<p>Gym 1 (Capacity: 304)</p>	<p>Renaissance 9:00 a.m. – 10:30 a.m. Performing Arts 12:00 p.m. – 3:00 p.m.</p>	<p>Renaissance 9:00 a.m. – 10:30 a.m. Performing Arts 12:00 p.m. – 3:00 p.m.</p>	<p>Renaissance 9:00 a.m. – 10:30 a.m. Performing Arts 12:00 p.m. – 3:00 p.m.</p>	<p>Renaissance 9:00 a.m. – 10:30 a.m. Performing Arts 12:00 p.m. – 3:00 p.m.</p>	<p>Renaissance 9:00 a.m. – 10:30 a.m. Performing Arts 12:00 p.m. – 3:00 p.m.</p>
<p>Gym 2 (Capacity: 304)</p>	<p>ASA 9:00 a.m. – 12:00 p.m. New Technologies 12:00 p.m. – 1:30 p.m. SA – Harlem 2 2:00 p.m. – 4:00 p.m.</p>	<p>ASA 9:00 a.m. – 12:00 p.m. New Technologies 12:00 p.m. – 1:30 p.m. SA – Harlem 2 2:00 p.m. – 4:00 p.m.</p>	<p>ASA 9:00 a.m. – 12:00 p.m. New Technologies 12:00 p.m. – 1:30 p.m. SA – Harlem 2 2:00 p.m. – 4:00 p.m.</p>	<p>ASA 9:00 a.m. – 12:00 p.m. New Technologies 12:00 p.m. – 1:30 p.m. SA – Harlem 2 2:00 p.m. – 4:00 p.m.</p>	<p>ASA 9:00 a.m. – 12:00 p.m. New Technologies 12:00 p.m. – 1:30 p.m. SA – Harlem 2 2:00 p.m. – 4:00 p.m.</p>
<p>Library</p>	<p>Renaissance 1:30 p.m. – 3:00 p.m. ASA 12:00 p.m. – 3:00 p.m. Performing Arts 9:00 a.m. – 12:00 p.m. New Technologies 12:30 p.m. – 1:30 p.m. SA – Harlem 2 10:30 a.m. – 12:00 p.m.</p>	<p>Renaissance 1:30 p.m. – 3:00 p.m. ASA 12:00 p.m. – 3:00 p.m. Performing Arts 9:00 a.m. – 12:00 p.m. New Technologies 12:30 p.m. – 1:30 p.m. SA – Harlem 2 10:30 a.m. – 12:00 p.m.</p>	<p>Renaissance 1:30 p.m. – 3:00 p.m. ASA 12:00 p.m. – 3:00 p.m. Performing Arts 9:00 a.m. – 12:00 p.m. New Technologies 12:30 p.m. – 1:30 p.m. SA – Harlem 2 10:30 a.m. – 12:00 p.m.</p>	<p>Renaissance 1:30 p.m. – 3:00 p.m. ASA 12:00 p.m. – 3:00 p.m. Performing Arts 9:00 a.m. – 12:00 p.m. New Technologies 12:30 p.m. – 1:30 p.m. SA – Harlem 2 10:30 a.m. – 12:00 p.m.</p>	<p>Renaissance 1:30 p.m. – 3:00 p.m. ASA 12:00 p.m. – 3:00 p.m. Performing Arts 9:00 a.m. – 12:00 p.m. New Technologies 12:30 p.m. – 1:30 p.m. SA – Harlem 2 10:30 a.m. – 12:00 p.m.</p>
<p>Auditorium (Capacity: 633)</p>	<p>Renaissance 12:00 p.m. – 1:30 p.m. ASA 12:00 p.m. – 2:30 p.m. Performing Arts 9:00 a.m. – 12:00 p.m. New Technologies 11:00 a.m. – 12:00 p.m. SA – Harlem 2 10:30 a.m. – 12:00 p.m.</p>	<p>Renaissance 12:00 p.m. – 1:30 p.m. ASA 12:00 p.m. – 2:30 p.m. Performing Arts 9:00 a.m. – 12:00 p.m. New Technologies 11:00 a.m. – 12:00 p.m. SA – Harlem 2 10:30 a.m. – 12:00 p.m.</p>	<p>Renaissance 12:00 p.m. – 1:30 p.m. ASA 12:00 p.m. – 2:30 p.m. Performing Arts 9:00 a.m. – 12:00 p.m. New Technologies 11:00 a.m. – 12:00 p.m. SA – Harlem 2 10:30 a.m. – 12:00 p.m.</p>	<p>Renaissance 12:00 p.m. – 1:30 p.m. ASA 12:00 p.m. – 2:30 p.m. Performing Arts 9:00 a.m. – 12:00 p.m. New Technologies 11:00 a.m. – 12:00 p.m. SA – Harlem 2 10:30 a.m. – 12:00 p.m.</p>	<p>Renaissance 12:00 p.m. – 1:30 p.m. ASA 12:00 p.m. – 2:30 p.m. Performing Arts 9:00 a.m. – 12:00 p.m. New Technologies 11:00 a.m. – 12:00 p.m. SA – Harlem 2 10:30 a.m. – 12:00 p.m.</p>

Building Safety and Security

Pursuant to Chancellor's Regulation A-414 every school/campus must have a School Safety Committee. The committee plays an essential role in the establishment of safety procedures, the communication of expectations and responsibilities of students and staff, and the design of prevention and intervention strategies and programs specific to the needs of the school. The committee is comprised of various members of the school community, including Principal(s); designee of all other programs operating within the building; UFT Chapter Leader; Custodial Engineer/designee; and In-house School Safety Agent Level III. The committee is responsible for addressing safety matters on an ongoing basis and making appropriate recommendations to the Principal(s) when it identifies the need for additional security measures, intervention, training, etc.

The committee is also responsible for developing a comprehensive School Safety Plan which defines the normal operations of the site and what procedures are in place in the event of an emergency. The plan must be consistent with the Citywide prescribed safety plan shell. Each program operating within a school must enter program specific information in the School Safety Plan. Safety plans are updated annually by the School Safety Committee in order to meet changing security needs, changes in organization and building conditions and other factors. In addition, the committee recommends changes in the safety plan at any other time when it is necessary to address security concerns.

Consistent with the process described above, the leader/designee of Renaissance, ASA, Performing Arts, New Technologies, and SA – Harlem 2 will be part of the M043 School Safety Committee. As a member of the School Safety Committee, the leader/designee of Renaissance, ASA, Performing Arts, New Technologies, and SA – Harlem 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 grades five through eight of SA – Harlem 2 will be addressed on an ongoing basis. Moreover, the Safety Plan for the M043 school building will be modified as appropriate to meet any changing security needs associated with the co-location. All schools will enter information in the building's overall Safety Plan to ensure the safe operation of the school building.

Each school building must also establish a Building Response Team ("BRT") that will consist of trained staff members from each of the campus' schools, and which is activated when emergencies or large building-wide events occur. The members of this team must be identified and listed in the School Safety Plan.

The completed Safety Plan for the M043 school building will be submitted to the Borough Safety Directors of the Office of School and Youth Development for approval. If changes or modifications are necessary, the School Safety Committee will be advised. Once the School's Safety Plan is approved, it will be submitted to the NYPD for final approval and certification by the NYPD.

Proposed Communications Strategy

As per the Campus Policy Memo 2011,¹⁹ co-located schools on campuses must actively participate in a Building Council ("BC"), which is a campus structure for administrative decision-making for issues impacting all schools in the building. Only principals and charter leaders serve on the BC. The BC shall meet at least once a month to discuss and resolve issues related to the smooth daily operation of all schools in the building and the safety of the students they serve. The BC principals and charter school leaders, where applicable, communicate their decisions campus-wide to staff, students and parents, especially for issues of safety, shared space, campus schedules, split-staff agreements, and extended facility use.

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

The SSC will be comprised of the principal, a teacher and a parent of each co-located school. With respect to a non-charter school's teacher and parent members, such SSC members shall be selected by the corresponding constituent member of the SLT 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.

¹⁹ Campus Policy Memo 2011 is available at <http://schools.nyc.gov/community/campusgov>, under "Key Documents."