



**Notice**  
March 3, 2016

**Department of  
Education**

*Carmen Fariña, Chancellor*

## **The Proposed Consolidation of Upper School @ P.S. 25 (16K534) with P.S. 308 Clara Cardwell (16K308) in Building K308 Beginning in the 2016-2017 School Year**

### **I. Description of the subject and purpose of the proposed item under consideration.**

The New York City Department of Education (“DOE”) is proposing to consolidate the Upper School @ P.S. 25 (16K534, “Upper School”) with P.S. 308 Clara Cardwell (16K308, “P.S. 308”) in building K308 (“K308”), located at 616 Quincy Street, Brooklyn, NY 11221 beginning in the 2016-2017 school year. A “consolidation” means that two or more existing school organizations are combined into one school to operate and serve students more effectively.

The DOE is proposing to consolidate Upper School with P.S. 308 because both schools have struggled with low enrollment, which creates budgetary and programmatic challenges, and because consolidation would support healthy enrollment at the consolidated P.S. 308. Upper School is an existing District 16 middle school that serves students in grades six through eight in building K025 (“K025”), located at 787 Lafayette Avenue, Brooklyn, NY 11221. P.S. 308 is an existing District 16 school serving students in grades kindergarten through eight, and offering a full-day pre-kindergarten program (“Pre-K”) in K308. K025 is 0.5 miles from K308. If this proposal is approved, Upper School and P.S. 308 will be combined such that students, staff, and resources of Upper School will become part of P.S. 308 in K308, and Upper School will no longer exist as a distinct school option as of the 2016-2017 school year.

Teaching Firms of America – Professional Preparatory Charter School (84K406, “TFOA”), a charter school serving students in grades kindergarten through five, is co-located with P.S. 308 in K308. A “co-location” means that two or more school organizations are located in the same building and may share common spaces, such as auditoriums, gymnasiums, libraries and cafeterias. K308 also houses the Community-Based Organization Sports and Arts in Schools Foundation (“SASF”). If this proposal is approved, the consolidated school will be co-located with TFOA and SASF will continue to provide services and maintain its space in K308.

Consolidation decisions are made on a case-by-case basis in partnership with the superintendent and impacted school communities. They are intended to improve under-enrolled schools and address the budgetary, programmatic, and performance challenges that arise as a result of low enrollment. Since most funding in schools’ budgets is allocated on a per-pupil basis based on Fair Student Funding per capita allocation levels, schools that struggle with low enrollment may also subsequently struggle with funding issues. For example, they may not be able to afford the full range of services or specialized instruction. Consolidations support healthy school enrollment so that schools have the budgets necessary to operate effectively. Other potential benefits of consolidations include increased access to resources and improvements in school performance.

Both Upper School and P.S. 308 are under-enrolled. The DOE is proposing to consolidate Upper School with P.S. 308 based primarily on the benefits students in both school communities would derive from the additional resources made available by consolidating the two school organizations into one. If this proposal is approved, students attending the consolidated P.S. 308 will have access to a wider variety of academic and enrichment opportunities, interventions, and other supports that would not be financially feasible for either individual school to offer in the absence of a consolidation. In addition to increased resources, the consolidation will allow the schools to combine the strengths and best practices of each individual school into a single, larger organization.

Building K308 has the capacity to serve a total of 1,032 students. If this proposal is approved, P.S. 308 is expected to absorb the enrollment of Upper School in building K308. Accordingly, in the 2016-2017 school year, P.S. 308 is expected to serve a projected 371-461 students in kindergarten through eighth grade and Pre-K, and TFOA is projected to serve approximately 360-420 students in kindergarten through fifth grade, yielding a projected building utilization rate of 71%-85%. More details regarding projected building utilization rate is available in Section III.B and Appendix A of the Educational Impact Statement (“EIS”) as well as in the Building Utilization Plan (“BUP”) that is attached to this proposal.

**II. Information regarding where the full text of the proposed item may be obtained.**

The EIS and BUP can be found on the DOE’s website:  
<http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2015-2016/April202016SchoolProposals>.

Copies of the EIS and BUP are also available in the main offices of all schools listed above.

**III. Submission of public comment.**

Members of the public who wish to provide comments are encouraged to attend the Joint Public Hearings for this proposal and share their feedback in person. Members of the public that do not provide comments at the hearings may also provide oral or written comments as described below. All comments must be submitted at least 24 hours in advance of the PEP meeting at which this proposal is subject to a vote in order to be mentioned in the Public Comment Analysis to be published and provided to the PEP the evening before the PEP votes.

Written comments can be sent to [D16Proposals@schools.nyc.gov](mailto:D16Proposals@schools.nyc.gov).

Oral comments can be left at 212-374-0208.

**IV. The name, office, address, email and telephone number of the city district representative, knowledgeable on the item under consideration, from whom information may be obtained concerning the item.**

Name: Gregory Whitten  
Office: Office of District Planning  
Address: 52 Chambers Street, New York, NY 10007  
Email: [D16Proposals@schools.nyc.gov](mailto:D16Proposals@schools.nyc.gov)  
Phone: 212-374-0208

**V. Date, time and place of the Joint Public Hearings for this proposal:**

April 6, 2016 at 6:00 p.m.  
Building K025  
787 Lafayette Avenue  
Brooklyn, NY 11221

April 11 at 6:00 p.m.  
Building K308  
616 Quincy Street  
Brooklyn, NY 11221

Speaker sign-up will begin 30 minutes before each hearing and will close 15 minutes after the start.

**VI. Date, time and place of the PEP meeting at which the PEP will vote on the proposed item.**

April 20, 2016 at 6:00 p.m.  
M.S. 131  
100 Hester Street  
New York, NY 10002