

The University of the State of New York
THE STATE EDUCATION DEPARTMENT
Grants Finance, Rm. 510W EB
Albany, New York 12234

**FINAL EXPENDITURE REPORT FOR A
FEDERAL OR STATE PROJECT
FS-10-F Long Form (03/15)**

= Required Field

Local Agency Information

Funding Source:	ARP ESSER State Reserves- Summer	
Report Prepared By:	Dr. Patricia Kolodnicki	
Agency Name:	Levittown Public Schools	
Mailing Address:	LMEC-150 Abbey Lane	
	Street	
	Levittown	11756
	City	Zip Code
	NY	
	State	

Telephone # of Report Preparer:	516-434-7060	County:	Nassau
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E-mail Address:	pkolodnicki@levittownschools.com
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INSTRUCTIONS

- For State grants, final expenditure reports are generally due within 30 days after the grant's end date. Reports for federal projects are generally due within 90 days after the grant's end date. See the Grant Award Notice to verify the due date. However, the Department program office may impose an earlier due date.
- Agencies should use only the FS-10-F Long Form to report actual project expenditures.
- Agencies must maintain complete and accurate records and may be requested to provide additional detail to support reported expenditures.
- All encumbrances must have taken place within the grant's approved funding dates, which can be found on the FS-10 or FS-20 budget form and on the Grant Award Notice.
- The Chief Administrator's Certification on the Final Summary page must be signed by the agency's Chief Administrative Officer or properly authorized designee.
- Submit one report with original signature and one copy directly to Grants Finance, New York State Education Department, Room 510W EB, Albany, NY 12234.
- For special legislative projects, submit one report with original signature and two copies, along with a final program narrative report.
- For additional information, please refer to Fiscal Guidelines for Federal and State Grants at <http://www.oms.nysed.gov/cafe/guidance/>.

SALARIES FOR PROFESSIONAL STAFF			
Subtotal - Code 15			\$166,025
Name	Position Title	Beginning and End Dates of Work	Salary Paid
Baker, Melissa	Adventures in History Teacher	07/25/2022-07/29/2022	\$2,138
Bastos, Megan	Summer Music Teacher	07/05/2022-08/11/2022	\$2,125
Bohr-Wimmer, Jessica	Summer Jump. Supervisor	07/11/2022-08/05/2022	\$4,747
Borge, Denise	Jumpstart Teacher	07/11/2022-08/05/2022	\$3,826
Bottone, Krystal	Jumpstart Tutor	07/11/2022-08/05/2022	\$349
Candela-Rolleri, Marisa	Jumpstart Teacher	07/11/2022-08/05/2022	\$3,061
DiPretoro, Kelly	Camp Invention Teacher	07/11/2022-07/22/2022	\$2,857
Daugherty, Barbara	Camp Invention Teacher	07/11/2022-07/22/2022	\$2,857
Friedman, David	Marine Science Teacher	08/01/2022-08/12/2022	\$4,648
Garcia, Debra	Jumpstart Tutor	07/11/2022-08/05/2022	\$581
Giglietta, Kristin	Jumpstart Teacher	07/11/2022-08/05/2022	\$3,826
Gorske, Jennifer	Camp Invention Teacher	07/11/2022-07/22/2022	\$2,856
Heaney, Theresa	Jumpstart Teacher	07/11/2022-08/05/2022	\$3,826
Hodgetts, Gina	Jumpstart Tutor	07/11/2022-08/05/2022	\$465
Hughes, Dylan	Jumpstart Teacher	07/11/2022-08/05/2022	\$3,543
Hughes-Jewels, Mirna	Jumpstart Teacher	07/11/2022-08/05/2022	\$3,599
Marzigliano, Gerard	MS STEM Teacher	07/11/2022-07/22/2022	\$2,857
McLaughlin, Brynn	Jumpstart Teacher	07/11/2022-08/05/2022	\$3,571
Musante, Brittany	MS STEM Teacher	07/11/2022-07/22/2022	\$2,857
Naimool-Chadee, Sherice	Jumpstart Teacher	07/11/2022-08/05/2022	\$3,826
Nobile, Matt	Summer Music Teacher	07/05/2022-08/11/2022	\$3,911
Olsen, Meghan	MS STEM Teacher	07/11/2022-07/22/2022	\$2,857
Pappas, Nichole	Jumpstart Teacher	07/11/2022-08/05/2022	\$3,826
Razza, Anna	Jumpstart Tutor	07/11/2022-08/05/2022	\$1,744
Rigano, Katherine	Summer Music Teacher	07/05/2022-08/11/2022	\$3,911
Roaldsen, Brittany	Camp Invention Teacher	07/11/2022-07/22/2022	\$2,857
Russo, Lauren	Camp Invention Teacher	07/11/2022-07/22/2022	\$2,857
Schaeffner, Kim	Jumpstart Tutor	07/11/2022-08/05/2022	\$1,760
Schneider, Siobhan	Camp Invention Supervisor	07/11/2022-07/22/2022	\$7,142
Valentine, Desiree	Camp Invention Teacher	07/11/2022-07/22/2022	\$2,856

Yodice, Christine	MS STEM Teacher	07/11/2022-07/22/2022	\$2,856
BORGE, DENISE M	Jumpstart Teacher	07/10/23-08/04/2023	\$3,495
CANDELA, MARISSA	Jumpstart Teacher	07/10/23-08/04/2023	\$3,363
GIGLIETTA, KRISTIN	Jumpstart Teacher	07/10/23-08/04/2023	\$3,650
HEANEY, THERESA A	Jumpstart Teacher	07/10/23-08/04/2023	\$3,535
HELLER, CLIFFORD	Jumpstart Teacher	07/10/23-08/04/2023	\$2,519
HUGHES, DYLAN P	Jumpstart Teacher	07/10/23-08/04/2023	\$3,707
JEWELS, MIRNA	Jumpstart Coordinator	07/10/23-08/04/2023	\$4,322
MARTIN, FRANK J	Jumpstart Teacher	07/10/23-08/04/2023	\$3,879
NAIMOOL CHADEE, SHERICE	Jumpstart Teacher	07/10/23-08/04/2023	\$3,650
NEVINS, ASHLEY	Jumpstart Teacher	07/10/23-08/04/2023	\$3,836
RIMLER, CAROL	Jumpstart Coordinator	07/10/23-08/04/2023	\$4,312
SCIRE, JESSICA	Jumpstart Teacher	07/10/23-08/04/2023	\$3,463
BORGE, DENISE M	Jumpstart Teacher	07/01/2024-08/15/2024	\$3,679
HEANEY, THERESA A	Jumpstart Teacher	07/01/2024-08/15/2024	\$3,416
HODGETTS, GINA M	Jumpstart Teacher	07/01/2024-08/15/2024	\$2,045
KREUSH, AMANDA	Jumpstart Teacher	07/01/2024-08/15/2024	\$5,299
MCCALL, ERIN	Jumpstart Teacher	07/01/2024-08/15/2024	\$5,255
NAIMOOL CHADEE, SHERICE	Jumpstart Teacher	07/01/2024-08/15/2024	\$5,255
SCHAEFFNER, KIM	Jumpstart Teacher	07/01/2024-08/15/2024	\$1,866
FITZPATRICK, CAROL A	Jumpstart Nurse	07/01/2024-08/15/2024	\$487

SALARIES FOR SUPPORT STAFF			
Subtotal - Code 16			\$36,360
Name	Position Title	Beginning and End Dates of Work	Salary Paid
Angus, Barbara	Summer School Nurse	07/01/2022-08/30/2022	\$571
Berkowitz, Jennifer	Camp Invention Nurse	07/01/2022-08/30/2022	\$2,976
Burke, Laura	umpstart Bus Driver	07/01/2022-08/30/2022	\$804
Catapano, Ava	SCOPE Hall Monitor	07/01/2022-08/30/2022	\$1,260
Daros, Joseph	Jumpstart Bus Driver	07/01/2022-08/30/2022	\$1,121
Duffin, Stacey	Camp Invention Monitor	07/01/2022-08/30/2022	\$1,176
Feldman, Dawn	Adv. in Local History TA	07/01/2022-08/30/2022	\$1,592
Fitzpatrick, Carol	Jumpstart Nurse	07/01/2022-08/30/2022	\$1,186
Gonzalez, Gustavo	umpstart Bus Driver	07/01/2022-08/30/2022	\$700
Hnis, Kimberly	Camp Invention TA	07/01/2022-08/30/2022	\$1,480
Malyakas, William	Camp Invention Monitor	07/01/2022-08/30/2022	\$953
Mege, Arlene	Programs Clerical	07/01/2022-08/30/2022	\$921
Smith, Maureen	Music Monitor	07/01/2022-08/30/2022	\$990
Traenkle, Denise	Jumpstart Bus Driver	07/01/2022-08/30/2022	\$2,801
Watro, Glenn	Jumpstart Bus Driver	07/01/2022-08/30/2022	\$939
Angus, Barbara	Summer School Nurse-retro	12/30/2022	\$81
Berkowitz, Jennifer	Camp Invention Nurse-retro	12/30/2022	\$119
Catapano, Ava	SCOPE Hall Monitor-retro	12/30/2022	\$25
Duffin, Stacey	Camp Invention Monitor-retro	12/30/2022	\$24
Eppich, Rosemary	Summer monitor- retro	12/30/2022	\$34
Feldman, Dawn	Adv. in Local History TA-retro	12/30/2022	\$54
Fitzpatrick, Carol	Jumpstart Nurse- retro	12/30/2022	\$48
Giambruno, Michael	Summer monitor- retro	12/30/2022	\$23
Hastings, Mary E	Summer Nurse- retro	12/30/2022	\$17
Malyakas, William	Camp Invention Monitor-retro	12/30/2022	\$24
Mege, Arlene	Programs Clerical- retro	12/30/2022	\$18
Smith, Maureen	Music Monitor- retro pay	12/30/2022	\$20
Walsh, Robyn	Summer clerical- retro pay	12/30/2022	\$69

BOTTONE, KRYSTAL	Summer Jumpstart TA	7/10/23-08/04/2023	\$1,723
FITZPATRICK, CAROL A	Summer Jumpstart Nurse	7/10/23-08/04/2023	\$3,014
GARCIA, DEBRA L	Summer Jumpstart TA	7/10/23-08/04/2023	\$1,756
GONZALEZ, GUSTAVO	Summer Jumpstart Bus Driver	7/10/23-08/04/2023	\$291
HODGETTS, GINA M	Summer Jumpstart TA	7/10/23-08/04/2023	\$1,644
MARMAN, MARYANNE	Summer Jumpstart Bus Driver	7/10/23-08/04/2023	\$121
RAZZA, ANNA	Summer Jumpstart TA	7/10/23-08/04/2023	\$1,762
SCHAEFFNER, KIM	Summer Jumpstart TA	7/10/23-08/04/2023	\$1,762
TRAENKLE, DENISE	Summer Jumpstart Bus Driver	7/10/23-08/04/2023	\$1,578
TRIPP III, WILLIAM	Summer Jumpstart Bus Driver	7/10/23-08/04/2023	\$2,683

PURCHASED SERVICES			
Subtotal - Code 40			\$237,400
Encumbrance Date	Provider of Service	Check or Journal Entry #	Amount Expended
07/01/2022	Scope Educational Services	16272	\$237,400

CF121
 ENTRY DATE 10/01/24
 PROJECT 5882211470
 SED CODE 280205030000
 NYC DOC #

GRANTS FINANCE
 PROJECT STATUS REPORT
 ARP SLR SUMMER ENRICHMENT
 LEVITTOWN UFSO

RUN DATE 10/01/24

BUDGET DETAIL INFORMATION

PROF SALARY	15	166,025.00	BEGIN DATE	03/13/20
NON PROF SALARY	16	36,360.00	END DATE	09/30/24
PURCH SERVICES	40	237,400.00	AMENDMENT #	004
SUPP & MATERIAL	45	0.00	CONTRACT #	
TRAVEL EXPENSE	46	0.00	STOP DATE	
EMP BENEFITS	80	0.00	REFUND CHECK #	
INDIRECT COST	90	0.00	IND COST RATE	11.6
BOCES SERVICES	49	0.00	INT ELIG	N
REMODELING	30	0.00		
EQUIPMENT	20	0.00		

BUDGET SUMMARY INFORMATION

FUNDYEAR	BUDGET SPLITS	PAID TO DATE	OUTSTANDING ENC
588221	439,785.00	439,785.00	0.00
588220	0.00	0.00	0.00
588219	0.00	0.00	0.00
	0.00	0.00	0.00
	0.00	0.00	0.00
TOTAL	439,785.00	439,785.00	0.00

LOG AND CONTRACT DATES

	RECEIVED	ENTERED	CONTRACT	APPROVED
BUDGET	02/14/22	02/23/22		
INTERIM				
FINAL	09/25/24	10/01/24		

CASH DETAIL

ENTRY	DOC #	TRANS	ENC	RPT	LINE	AMOUNT	FUNDYR	MIR	PD	DT	STAT
030122	564476F	INIT	000	03/22	01	87,957.00	588221	021422			PAID
053122	573217F	PAY	000	05/22	02	197,363.00	588221	053122			PAID
081022	579302F	PAY	000	06/22	03	35,486.00	588221	081022			PAID
011223	594379F	PAY	000	12/22	04	31,054.00	588221	011223			PAID
062023	608372F	PAY	000	06/23	05	43,946.00	588221	061323			PAID
100124	648456F	FINAL	000	10/24	06	43,979.00	588221	100124			ENT

THIS FINAL EXPENDITURE REPORT HAS BEEN PROCESSED BY THE NEW YORK STATE EDUCATION DEPARTMENT. THIS SUMMARY REPLACES THE SIGNED COPY.



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY
12234

Grants Finance
Room 510W, Education Building
Tel. (518) 474-4815

Reminder: Record Keeping and Retention

This document is intended as a reminder to local agencies on proper record keeping and retention.

Generally, local agencies must have a proper financial management system in place, along with strong internal controls and written procedures, to properly account for funds received through a grant/grant-contract awarded by NYSED. Additionally, program as well as financial records, including supporting and source documentation, must be maintained and available for review by State and federal representatives or their duly authorized representatives.

In order to meet the requirements of both State and federally funded programs, these records must be kept for a period of six years after the last payment was made unless specified by program requirements or otherwise stated in the grant agreement.¹ Audit or litigation will “freeze the clock” for records retention purposes until the issue is resolved.

Information on records retention may be found in:

- 2 CFR 200.333-337 of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards for awards made on/after 12/26/14.
- Parts 74 & 80 of the Education Department General Administrative Regulations (EDGAR), specifically 34 CFR 74.53 & 34 CFR 80.42, for federal awards made prior to 12/26/14.
- Part 76 of the Education Department General Administrative Regulations (EDGAR), specifically 34 CFR 76.730-731.
- Records Retention and Disposition Schedules published by the New York State Archives (http://www.archives.nysed.gov/records/mr_retention.shtml)

Local agencies must retain records² that show the amount of funds by grant, including total cost, how the awardee used the funds, authorizations, obligations, share of costs provided from other sources, as well as compliance with program requirements. In addition, source documents are required to support all transactions entered into the grantee's record keeping system. Source documents that authorize the disbursement of grant funds may consist of purchase orders, contracts, time & effort records, delivery receipts, vendor invoices, travel documentation, and payment documents, including check stubs. More information and examples of the types of documents used to support payment for other types of costs (such as goods, services, travel, utilities, and property leases) may be found in Chapter XII, Section 3 and Section 4.B.1 of the Guide to Financial Operations published by the NYS Office of the Comptroller (<https://www.osc.state.ny.us/agencies/guide/MyWebHelp/>).

¹ For projects awarded under a multi-year grant-contract, all project and contract-related documents (including the contract itself as well as the annual budgets) need to be retained for 6 years following the end of the contract.

² Please refer to 2 CFR 200.302 for a discussion of how federal awards are to be identified and accounted for in the financial management system. Proper accounting of federal funds will help ensure that appropriate and accurate documentation from this system can be provided if/when needed.