

The University of the State of New York  
**THE STATE EDUCATION DEPARTMENT**  
*(see instructions for mailing address)*

RECEIVED  
 NOV 06 2023

**PROPOSED AMENDMENT FOR  
 A FEDERAL OR STATE PROJECT  
 FS-10-A (03/15)**

RECEIVED  
 DEC 12 2023

**Agency Name and Address**

Millbrook CSD
PO BOX AA
Millbrook, NY 12545

MCSO Business Office

Dutchess

County

**Agency Code:**

1	3	2	2	0	1	0	4	0	0	0	0
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**Project #:**

5	8	8	0	2	1	0	7	1	0
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Amendment #

3
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**Contract #:**

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**Contact Person:** Caroline Hernandez Pidala

**Tel. #:** 845.677.4200 x1101

**E-Mail Address:** [Caroline.hernandez-pidala@millbrookcsd.org](mailto:Caroline.hernandez-pidala@millbrookcsd.org)

**INSTRUCTIONS**

- ❖ Submit the original and two copies directly to the same State Education Department office where budget was mailed. DO NOT submit this form to Grants Finance.
- ❖ Enter whole dollar amounts only.
- ❖ This form need only be submitted for budget changes that require prior approval as follows:
  - Personnel positions, number and type
  - Equipment items having a unit value of \$5,000 or more, number and type
  - Minor remodeling
  - Any increase in a budget subtotal (professional salaries, purchased services, travel, etc.) by more than 10 percent or \$1,000, whichever is greater
  - Any increase in the total budget amount.
- ❖ Amendment # at top of this page must be completed.
- ❖ Do not use the FS-10-A for requesting a project extension.

**CHIEF ADMINISTRATOR'S CERTIFICATION**

*By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements, and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal (or State) award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative penalties for fraud, false statements, false claims, or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).*

.DATE: 10/31/23

SIGNATURE: 

Chief Administrative Officer

**FOR DEPARTMENT USE ONLY**

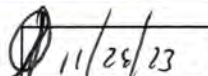
Program Approval: 

Date: 11/17/23

Finance:

11/24/23 <sup>ce</sup>
------------------------

Log

 11/24/23
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Approved

SUBTOTAL	EXPLANATION (Provide same detail as required in FS-10 Budget)	SUBTOTAL INCREASE	SUBTOTAL DECREASE
15 Professional Salaries	<p><b>DECREASE</b> SEL Coordinator year 1 <del>\$23000</del></p> <p><b>DECREASE</b> SEL Coordinator year 2 <del>\$109576</del></p>		132576
16 Support Staff Salaries	<p><b>INCREASE</b> nursing stipend for nursing oversight in immunization compliance etc. <del>\$5000</del></p> <p><b>DECREASE</b> CSE staff support <del>\$1500</del></p>	3500	
40 Purchased Services	<p><b>DECREASE</b> Branching Minds <del>\$310</del></p> <p><b>DECREASE</b> CAPE <del>\$28511</del></p> <p><b>INCREASE</b> Presentation <del>\$6500</del> (SAM/AMY) this is a presentation called steered straight. That is the cost of the presentation.</p> <p><b>INCREASE</b> literacy consultants for elementary and secondary school teachers. Originally billed through BOCES now using independent vendors <del>\$63384</del> \$2500/per day- Gerrit Jones Rooy x 22 days = 55000 \$8384 will pay balance of another consultant @\$2100 per day. Remainder paid from another source</p> <p><b>INCREASE</b> yoga <del>\$6600</del> this is to add mindfulness at our intermediate school \$300/grade level x 22 total sessions in the building</p>	47663	
45 Supplies & Materials	<p><b>DECREASE</b> IDEA evaluation library <del>\$211</del></p> <p><b>INCREASE</b> Calculators to support students in mathematics class. Universal applications for learning throughout our high school. <del>\$11953</del> \$1311.27 * 16 cases of 10 calculators plus partial payment for TI inspire Navigator (rest paid from general fund).</p>	11742	
46 Travel Expenses			
80 Employee Benefits			
90 Indirect Cost			
49 BOCES Services	<p><b>INCREASE</b> BOCES Communication Services (Public Information Officer) <del>\$44418</del> BOCES will assign a PIO and communications person to the district for two days a week(\$528.78/day). They will handle all Public relations and any communication related to pandemic, crisis or otherwise.</p> <p>PNWBOCES</p> <p><b>INCREASE</b> BOCES Action Collaborative Network with professional development Collaborative (LGBTQ support, School Clinicians support,</p>	69671	

	<p>Guidance Support, Equity Leadership support) \$4500 PNWBOCES. The cost is for annual membership inclusive of all services listed.</p> <p><b>INCREASE</b> MTSS Collaborative – implementation and ongoing support for the Multi-tiered Systems of Support \$7500 PNWBOCES. The cost is the annual membership fee inclusive of all services therein.</p> <p><b>INCREASE</b> Math Coaching agreement (21.5 days x1100 ) \$22500 PNWBOCES</p> <p><b>INCREASE</b> OC21online elective database for students in our small school to take electives offered by PNWBOCES teachers. 5600 The cost is for all services included.</p> <p><b>DECREASE</b> reading and writing support \$14847</p>		
30	Minor Remodeling		
20	Equipment		

**Total Increase or Decrease**

(+) \$ 132576

(-) \$132576

**Net Increase or Decrease**

0

-

**Previous Budget Total**

848462

**Proposed Amended Total**

848462

= Required Field

Agency Name:	Millbrook Central School District	Dutchess
Mailing Address:	PO Box AA	County
	Millbrook, NY	

Agency Code:  Amendment #:

Project Number:  ARP ESSER 3

Contract #:

Contact Person:  Tel:

E-mail Address:

### INSTRUCTIONS

- Submit the original and two copies directly to the same State Education Department office where budget was mailed. DO NOT submit this form to Grants Finance.
- This form need only be submitted for budget changes that require prior approval as follows:
  - Personnel positions, number and type
  - Equipment items having a unit value of \$5,000 or more, number and type
  - Minor remodeling
  - Any increase in a budget subtotal (professional salaries, purchased services, travel, etc.) by more than 10 percent or \$1,000, whichever is greater
  - Any increase in the total budget amount.
- Amendment # at top of this page must be completed.
- If extra room is needed for explanations, expand the rows using the row breaks on the left.
- Do not use the FS-10-A for requesting a project extension.

**CHIEF ADMINISTRATOR'S CERTIFICATION**

*By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, & accurate, & the expenditures, disbursements, & cash receipts are for the purposes & objectives set forth in the terms & conditions of the Federal (or State) award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact may subject me to criminal, civil, or administrative penalties for fraud, false statements, false claims, or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).*

Date: 5.6.2023 Signature: [Signature]

**FOR DEPARTMENT USE ONLY**

Program Approval: \_\_\_\_\_ Date: \_\_\_\_\_



SUBTOTAL	EXPLANATION (Provide same detail as required in FS-10 Budget)	SUBTOTAL INCREASE	SUBTOTAL DECREASE
15 Professional Salaries	<ul style="list-style-type: none"> <li>- Delete 2 instructional coach positions - \$300,455 <i>2110.150</i></li> <li>- Reduce hourly psychologist from \$70 to \$50 (\$2000) <i>2110.152</i></li> <li>- Delete Chairperson - \$3500</li> <li>- Add AIS 22-23 &amp; 23-24 \$148708 (72790 +75918) <i>NEW FARP 2110.</i></li> <li>- Add SEL Coordinator \$100,000 <i>NEW FARP 2110</i></li> </ul>		57247
16 Support Staff Salaries	<ul style="list-style-type: none"> <li>- Delete nursing stipend year 3 (\$25000)</li> </ul> <p style="text-align: center;"><i>FARP 2815.160</i></p>		25000
40 Purchased Services	<ul style="list-style-type: none"> <li>- Dutchess County Council on Addiction Prevention and Education Counselor (50,000/year x 2) 100,000 <i>NEW FARP 2110.40</i></li> </ul>	100,000	
45 Supplies & Materials	<ul style="list-style-type: none"> <li>- Delete Sensory Items and Supplies (-6094)</li> <li>- MERV Filters (Reduce order) (-6159) <i>2110.453</i></li> <li>- Delete kajeets 5500 <i>FARP 2110.450</i></li> </ul>		17753
46 Travel Expenses			
80 Employee Benefits			
90 Indirect Cost			
49 BOCES Services			
30 Minor Remodeling			
20 Equipment			
<b>Total Increase or Decrease</b>		100000(+) \$	100000(-) \$
<b>Net Increase or Decrease</b>			0 \$
<b>Previous Budget Total</b>			848462 \$
<b>Proposed Amended Total</b>			848462 \$

TRANSACTION	PTS		AMOUNT	STATUS	CAFE	
	DATE REC	DATE APP			CAFE DATE REC	CAFE DATE APP
BUDGET	03/07/22	03/16/22	848,462	BUD	03/21/22	03/22/22
AMEND 1	06/16/22	07/01/22	848,462	BUD	07/07/22	07/07/22
AMEND 2	10/06/22	03/30/23	848,462	BUD	04/03/23	04/03/23
AMEND 3	07/18/23	11/21/23	848,462	BUD	11/24/23	11/29/23

PROJECT STATUS REPORT

ALL DATA FOR THIS PROJECT RETRIEVED.

PROJECT #:

SED CODE: 132201040000  
PROJECT #: 5880210710  
PROJECT STATUS: A

SED NAME: MILLBROOK CSD  
FUND TITLE: ARP ESSER 3

COUNTY CODE: 13  
NYC DOC #:

PROF SALARY	15	\$293,708	BEGIN DATE:	IND/NRIND CST RATE:
NON PROF SALARY	16	\$30,000	03/13/20	12.5
PURCH SERVICES	40	\$219,648	END DATE:	FIRST PAYMENT: 10%
SUPP AND MATERIALS	45	\$100,185	09/30/24	
TRAVEL EXPENSES	46	\$0	CONTRACT #:	
EMPLOYEE BENEFITS	80	\$0		
INDIRECT COSTS	90	\$0		
BOCES SERVICES	49	\$204,921		
REMODELING	30	\$0		
EQUIPMENT	20	\$0		
<b>TOTALS</b>		<b>\$848,462</b>		

<u>FUNDYEAR</u>	<u>ENCUMBERED</u>	<u>PAID TO DATE</u>	<u>OUTSTANDING ENC</u>
588021	\$ 848,462	\$ 449,288	\$ 399,174
588020	0	0	0
588019	0	0	0
	0	0	0
	0	0	0
<b>TOTALS</b>	<b>848,462</b>	<b>449,288</b>	<b>399,174</b>

CASH DETAIL RECORDS

(HELP)

LOG DATES

<u>BUDGET REC</u>	<u>BUDGET ENT</u>	<u>INTRM RECD</u>	<u>INTRM ENT</u>	<u>FINAL RECD</u>	<u>FINAL ENT</u>
03/21/22	03/22/22	07/26/23	07/31/23	00/00/00	00/00/00

CASH DETAIL

ENTRY	DOC #	TRANS	ENC	RPT	PD	LINE #	AMOUNT	FUNDYR	MIR	PAID	STAT
03/28/22	567689F	PAY	000	03/22	001	84,846	588021	03/28/22	04/08/22	PD	
04/24/23	603063F	PAY	000	03/23	002	237,310	588021	04/24/23	04/27/23	PD	
07/31/23	611666F	PAY	000	06/23	003	127,132	588021	07/26/23	08/03/23	PD	

PROJECT TRACKING HISTORY

(HELP)



FARP

Submitted 7.7.23

The University of the State of New York  
THE STATE EDUCATION DEPARTMENT  
(see instructions for mailing address)

PROPOSED AMENDMENT FOR  
A FEDERAL OR STATE PROJECT  
FS-10-A (03/15)

Agency Name and Address

Millbrook CSD
PO BOX AA
Millbrook, NY 12545

Dutchess  
County

Agency Code: 

1	3	2	2	0	1
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0	4
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0	0	0	0
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 Amendment # 

3
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Project #: 

5	8	8	0
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2	1
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0	7	1	0
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Contract #: 

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Contact Person: Caroline Hernandez Pidala Tel. #: 845.677.4200 x1101

E-Mail Address: Caroline.hernandez-pidala@millbrookcsd.org

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.DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_  
Chief Administrative Officer

FOR DEPARTMENT USE ONLY

Program Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Finance: 

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                    Log                    Approved



SUBTOTAL	EXPLANATION (Provide same detail as required in FS-10 Budget)	SUBTOTAL INCREASE	SUBTOTAL DECREASE
15 Professional Salaries	<p><b>DECREASE</b> SEL Coordinator year 1 \$23000 ✓ <i>slb gen</i></p> <p><b>DECREASE</b> SEL Coordinator year 2 \$109576 ✓ <i>Holsborg</i></p>		132576 <i>FARP2110.154</i>
16 Support Staff Salaries	<p><b>INCREASE</b> nursing stipend for nursing oversight in immunization compliance etc \$5000 ✓ <i>-sullivan@june</i></p> <p><b>DECREASE</b> CSE staff support \$1500 ✓ <i>-kffwre</i></p>	3500	
40 Purchased Services	<p><i>renew</i> <b>DECREASE</b> Branching Minds \$310 ✓</p> <p><b>DECREASE</b> CAPE \$28511 ✓</p> <p><b>INCREASE</b> Presentation \$6500 ✓ (SAM/AMY) ?</p> <p><b>INCREASE</b> literacy consultants for elementary and secondary school teachers. Originally billed through BOCES now using independent vendors \$63384 ✓ <i>-Watkins</i></p> <p><b>INCREASE</b> yoga \$6600 ✓</p>	47663	
45 Supplies & Materials	<p><b>DECREASE</b> IDEA evaluation library \$211 ✓</p> <p><b>INCREASE</b> Calculators to support students in mathematics class. Universal applications for learning throughout our high school. \$11953 ✓</p>	11742	
46 Travel Expenses			
80 Employee Benefits			
90 Indirect Cost			
49 BOCES Services	<p><b>INCREASE</b> BOCES Communication Services (Public Information Officer) \$44418 ✓ <i>PNW (Laura)</i></p> <p><b>INCREASE</b> BOCES Action Collaborative Network with professional development Collaborative (LGBTQ support, School Clinicians support, Guidance Support, Equity Leadership support) \$4500 ✓ <i>PNW Coser</i></p> <p><b>INCREASE</b> MTSS Collaborative – implementation and ongoing support for the Multi-tiered Systems of Support \$7500 ✓ <i>PNW Coser</i></p> <p><b>INCREASE</b> Math Coaching agreement (21.5 days x1100) \$22500 ✓ <i>PNW - Angela Saborn</i></p> <p><b>INCREASE</b> OC21online elective database for students in our small school to take electives offered by BOCES teachers. 5600 ✓ <i>PNW</i></p> <p><b>DECREASE</b> reading and writing support \$14847 ✓ <i>TO 400-</i></p>	69671	
30 Minor Remodeling			
20 Equipment			

<b>Total Increase or Decrease</b>	(+) \$ 132576	(-) \$132576
<b>Net Increase or Decrease</b>	0	-
<b>Previous Budget Total</b>		848462
<b>Proposed Amended Total</b>		848462

**MILLBROOK CSD**



**Appropriation Status Detail Report By Function From 7/1/2023 To 6/30/2024**

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
FARP 2110.152	ARP ESSER 3 - Psych/Speech/CSE	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
FARP 2110.153	ARP ESSER 3 - AIS Teacher	75,565.50	0.00	75,565.50	17,468.42	58,097.08	0.00
<u>FARP 2110.154</u> REDUCE	ARP ESSER 3 - SEL Coord.	132,576.00	0.00	132,576.00	0.00	0.00	132,576.00
FARP 2110.155	ARP ESSER 3 - Reading/Ext Day	18,500.00	0.00	18,500.00	0.00	0.00	18,500.00
<u>FARP 2110.160</u> REDUCE	ARP ESSER 3 - CSE clerical support	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
FARP 2110.400	ARP ESSER 3 - Eureka//Great Minds	11,610.00	0.00	11,610.00	0.00	0.00	11,610.00
→ FARP 2110.402 INC	ARP ESSER 3 - Yoga	1,275.00	0.00	1,275.00	0.00	0.00 + 6000	1,275.00
<u>FARP 2110.403</u> REDUCE	ARP ESSER 3 - DC Addiction Counsel	65,000.00	0.00	65,000.00	7,297.80	29,191.20 CAPE 3	28,511.00
<u>FARP 2110.404</u> REDUCE	ARP ESSER 3 - Branching Minds	310.00	0.00	310.00	0.00	0.00	310.00
FARP 2110.405	ARP ESSER 3 - OLWEUS Anti Bullying	11,500.00	0.00	11,500.00	9,090.00	0.00	2,410.00
<u>FARP 2110.452</u> REDUCE	ARP ESSER 3 - IDEA eval library	211.60	0.00	211.60	0.00	0.00	211.60
FARP 2110.453	ARP ESSER 3 - supplies/eureka	9,616.07	0.00	9,616.07	2,057.85	0.00	7,558.22
→ FARP 2110.454 INC	ARP ESSER 3 - calculators	2,009.30	0.00	2,009.30	0.00	0.00 + 11,953	2,009.30
<u>FARP 2110.490</u> REDUCE	ARP ESSER 3 - Readers/Writers	63,500.00	0.00	63,500.00	0.00	0.00 (4847)	63,500.00
FARP 2110.492	ARP ESSER 3 - Crisis Intv training	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
<b>2110</b>	*	<b>399,173.47</b>	<b>0.00</b>	<b>399,173.47</b>	<b>35,914.07</b>	<b>87,288.28</b>	<b>275,971.12</b>
	<b>Fund FARPTotals:</b>	<b>399,173.47</b>	<b>0.00</b>	<b>399,173.47</b>	<b>35,914.07</b>	<b>87,288.28</b>	<b>275,971.12</b>
<b>Grand Totals:</b>		<b>399,173.47</b>	<b>0.00</b>	<b>399,173.47</b>	<b>35,914.07</b>	<b>87,288.28</b>	<b>275,971.12</b>

new

FARP 2110.161 + \$5000 (m.sullivan)  
 FARP 2110.404 + \$6500 (sam/army)  
 FARP 2110.407 + 63,384 (consultants thru watkins)

FARP 2110.493 + 44,418 communications  
 494 + 4500 PD

// 497 + 5000 - DC21

495 + 7500 MTSS  
 496 + 22500 math coaching



TRANSACTION	DATE REC	DATE APP	AMOUNT	STATUS	CAFE DATE REC	CAFE DATE APP
BUDGET	03/07/22	03/16/22	848,462	BUD	03/21/22	03/22/22
AMEND 1	06/16/22	07/01/22	848,462	BUD	07/07/22	07/07/22
AMEND 2	10/06/22	03/30/23	848,462	BUD	04/03/23	04/03/23
AMEND 3	07/18/23		848,462	ENT		

— checked 7/26/23  
NOT APPROVED YET

— " 8/8/23  
NOT YET

— " 8/24/23 NOT YET

— " 9/27/23 NOT YET



**PROJECT STATUS REPORT**

ALL DATA FOR THIS PROJECT RETRIEVED.

PROJECT #:

SED CODE: 132201040000  
 PROJECT #: 5880210710  
 PROJECT STATUS: A

SED NAME: MILLBROOK CSD  
 FUND TITLE: ARP ESSER 3

COUNTY CODE: 13  
 NYC DOC #:

PROF SALARY	15	\$426,284	BEGIN DATE:	IND/NRIND CST RATE:
NON PROF SALARY	16	\$26,500	03/13/20	12.5
PURCH SERVICES	40	\$171,985	END DATE:	FIRST PAYMENT: 10%
SUPP AND MATERIALS	45	\$88,443	09/30/24	
TRAVEL EXPENSES	46	\$0	CONTRACT #:	
EMPLOYEE BENEFITS	80	\$0		
INDIRECT COSTS	90	\$0		
BOCES SERVICES	49	\$135,250		
REMODELING	30	\$0		
EQUIPMENT	20	\$0		
<b>TOTALS</b>		<b>\$848,462</b>		

<u>FUNDYEAR</u>	<u>ENCUMBERED</u>	<u>PAID TO DATE</u>	<u>OUTSTANDING ENC</u>
588021	\$ 848,462	\$ 322,156	\$ 526,306
588020	0	0	0
588019	0	0	0
	0	0	0
	0	0	0
<b>TOTALS</b>	<b>848,462</b>	<b>322,156</b>	<b>526,306</b>

**CASH DETAIL RECORDS**

(HELP)

LOG DATES

<u>BUDGET REC</u>	<u>BUDGET ENT</u>	<u>INTRM RECD</u>	<u>INTRM ENT</u>	<u>FINAL RECD</u>	<u>FINAL ENT</u>
03/21/22	03/22/22	04/05/23	04/24/23	00/00/00	00/00/00

CASH DETAIL

ENTRY	DOC #	TRANS	ENC	RPT PD	LINE #	AMOUNT	FUNDYR	MIR	PAID	STAT
03/28/22	567689F	PAY	000	03/22	001	84,846	588021	03/28/22	04/08/22	PD
04/24/23	603063F	PAY	000	03/23	002	237,310	588021	04/24/23	04/27/23	PD

**PROJECT TRACKING HISTORY**

(HELP)

PTS

CAFE



Burhans, Ashley <ashley.burhans@millbrookcsd.org>

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## Millbrook CSD - ARP

5 messages

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**Burhans, Ashley** <ashley.burhans@millbrookcsd.org>

Mon, Nov 20, 2023 at 3:48 PM

To: GRANTSWEB <GRANTSWEB@nysed.gov>

Hi there,

I was reviewing our grants and wanted to check on the status of amendment #3 for our ARP grant. Please see attached project status report as of today 11/20/23. Please advice if additional information is needed to process?

Thank you

--

*Ashley Burhans*  
District Treasurer  
Millbrook CSD  
845-677-4200 x1103  
845-677-4206 FAX  
[ashley.burhans@millbrookcsd.org](mailto:ashley.burhans@millbrookcsd.org)

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 **arp PROJECT STATUS REPORT.pdf**  
72K

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**GRANTSWEB** <GRANTSWEB@nysed.gov>

Tue, Nov 21, 2023 at 8:37 AM

To: "Burhans, Ashley" <ashley.burhans@millbrookcsd.org>

Good Morning,

Thank you for contacting Grants Finance.

We would recommend that you reach out to your respective program office regarding amendment inquiries:  
[CARESACT@nysed.gov](mailto:CARESACT@nysed.gov)

Regards,

NYSED - Grants Finance

510W Education Building

89 Washington Avenue

Albany, NY 12234

Office: 518.474.4815 Fax: 518.486.4899

Website: <http://www.oms.nysed.gov/cafe/>

Email: [grantsweb@nysed.gov](mailto:grantsweb@nysed.gov)

(ph)

[Quoted text hidden]

## Confidentiality Notice

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---

**Burhans, Ashley** <ashley.burhans@millbrookcsd.org>  
To: CARESACT <CARESACT@nysed.gov>

Tue, Nov 21, 2023 at 9:22 AM

Goodmorning,

Grants finance recommended reaching out to this cares act email in regards to our amendment #3 for Millbrook CSD. I have attached our project status report for reference. Can you please advise and let us know if any additional information is needed?

Thank you

[Quoted text hidden]

---

**CARESACT** <caresact@nysed.gov>  
To: "Burhans, Ashley" <ashley.burhans@millbrookcsd.org>  
Cc: Gloria Ericksen <Gloria.Ericksen@nysed.gov>

Tue, Nov 21, 2023 at 3:17 PM

Good afternoon,

It appears that the amendment has been approved by your program reviewer, Gloria Ericksen, who is cc'd here. Grants Finance has not yet received their copy, so the subtotals will be updated pending their inspection of the amendment. It is possible that it will get bounced back due to a clerical error, in which case Gloria may reach out to you for follow-up. However, at this time there is no further action required on your part.

Kind regards,

CARESACT

[Quoted text hidden]

---

**Burhans, Ashley** <ashley.burhans@millbrookcsd.org>  
To: CARESACT <caresact@nysed.gov>  
Cc: Gloria Ericksen <Gloria.Ericksen@nysed.gov>

Tue, Nov 21, 2023 at 3:19 PM

Thank you for the information

[Quoted text hidden]



Burhans, Ashley <ashley.burhans@millbrookcsd.org>

---

**grant money**

1 message

---

**Hernandez Pidala, Caroline** <caroline.hernandez-pidala@millbrookcsd.org>  
To: "Martin, Kerri" <kerri.martin@millbrookcsd.org>, Eric Seipp <eric.seipp@millbrookcsd.org>  
Cc: "Burhans, Ashley" <ashley.burhans@millbrookcsd.org>

Fri, Jul 7, 2023 at 3:51 PM

Hi Kerri

Good news. We have the funds to cover the full \$24K of calculator purchases. Please let Jeanene know to put in a requisition for your purchase based on the Underwood Grant provided.

FARP 2110.454 \$13955.02  
2110.500-01 \$11025

*email KASCSAK #3  
When amend approved  
& budget updated*

Caroline

--  
Caroline Hernandez Pidala  
Interim Superintendent - Millbrook CSD  
845-677-4200 x1100



ARP: ESSER 3

RECEIVED

The University of the State of New York  
THE STATE EDUCATION DEPARTMENT

PROPOSED AMENDMENT FOR A  
FEDERAL OR STATE PROJECT  
FS-10-A (03/15)

JUL 29 2022

Received

JUN 15 2022

Office of Accountability  = Required Field

MCSO Business Office

Agency Name:	Millbrook Central School District	Dutchess
Mailing Address:	PO Box AA	County
	Millbrook, NY	

Agency Code:	132201040000	Amendment #:	001
Project Number:	5880210710		
Contract #:			
Contact Person:	Caroline Hernandez Pidala	Tel:	845-677-4200 x1107
E-mail Address:	caroline.hernandez-pidala@millbrookcsd.org		

**INSTRUCTIONS**

- Submit the original and two copies directly to the same State Education Department office where budget was mailed. DO NOT submit this form to Grants Finance.
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  - Minor remodeling
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  - Any increase in the total budget amount.
- Amendment # at top of this page must be completed.
- If extra room is needed for explanations, expand the rows using the row breaks on the left.
- Do not use the FS-10-A for requesting a project extension.

**CHIEF ADMINISTRATOR'S CERTIFICATION**

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, & accurate, & the expenditures, disbursements, & cash receipts are for the purposes & objectives set forth in the terms & conditions of the Federal (or State) award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact may subject me to criminal, civil, or administrative penalties for fraud, false statements, false claims, or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Date: R 5.6.2022 Signature: *[Signature]*

**FOR DEPARTMENT USE ONLY**

Program Approval: *[Signature]* Date: 6/30/22

RECEIVED

JUL 05 2022

GRANTS FINANCE

*[Handwritten notes: 7/7/22]*



SUBTOTAL	EXPLANATION (Provide same detail as required in FS-10 Budget)	SUBTOTAL INCREASE	SUBTOTAL DECREASE
15 Professional Salaries	<ul style="list-style-type: none"> <li>Delete 2 instructional coach positions - \$300,455</li> <li>Reduce hourly psychologist from \$70 to \$50 (\$1000)</li> <li>Delete Chairperson - \$3500</li> <li>Add AIS 22-23 &amp; 23-24 \$148708 (72790 +75918) <i>1FTE each</i></li> <li>Add SEL Coordinator \$100,000 <i>1FTE 218</i></li> </ul>		56247
16 Support Staff Salaries	<ul style="list-style-type: none"> <li>Delete nursing stipend year 3 (\$25000)</li> </ul>		25000
40 Purchased Services	<ul style="list-style-type: none"> <li>Dutchess County Council on Addiction Prevention and Education Counselor (\$50000/year 1 and 49000 year 2) 100,000 This is a counselor who will work with students and families who are experiences substance use and abuse troubles. There is a mental health counseling component that will be supported as the potential root cause of use. They will also provide community referrals and resources as necessary. The will focus on prevention however with the larger student community doing education in large and small group venues.</li> </ul>	99000	
45 Supplies & Materials	<ul style="list-style-type: none"> <li>Delete Sensory Items and Supplies (-6094)</li> <li>MERV Filters (Reduce order) (-6159)</li> <li>Delete kajeets 5500</li> </ul>		17753
46 Travel Expenses			
80 Employee Benefits			
90 Indirect Cost			
49 BOCES Services			
30 Minor Remodeling			
20 Equipment			

Total Increase or Decrease

99000(+) \$

99000(-) \$

Net Increase or Decrease

0 \$

Previous Budget Total

848462 \$

Proposed Amended Total

848462 \$



The University of the State of New York  
**THE STATE EDUCATION DEPARTMENT**  
*(see instructions for mailing address)*

2/3/23  
revised

**PROPOSED AMENDMENT FOR  
A FEDERAL OR STATE PROJECT  
FS-10-A (03/15)**

FEB 17 2023  
Office of Accountability

**Agency Name and Address**

Millbrook CSD
PO BOX AA
Millbrook, NY 12545

Dutchess \_\_\_\_\_  
**County**

**Agency Code:**

1	3	2	2	0	1
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0	4
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0	0	0	0
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**Project #:**

5	8	8	0
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2	1
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0	7	1	0
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**Contract #:**

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**Contact Person:** Caroline Hernandez Pidala **Tel. #:** 845.677.4200 x1109

**E-Mail Address:** Caroline.hernandez-pidala@millbrookcsd.org

**Amendment #** 2

**INSTRUCTIONS**

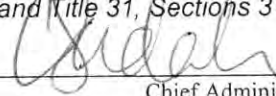
ARP/ESSER 3

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  - Any increase in a budget subtotal (professional salaries, purchased services, travel, etc.) by more than 10 percent or \$1,000, whichever is greater
  - Any increase in the total budget amount.
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APR 03 2023

**CHIEF ADMINISTRATOR'S CERTIFICATION**

*By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements, and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal (or State) award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative penalties for fraud, false statements, false claims, or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).*

.DATE: 2/3/23 SIGNATURE:   
Chief Administrative Officer

**FOR DEPARTMENT USE ONLY**

Program Approval:  Date: 3/30/23

Finance: 

4/3/23
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**Log**

4/3/23
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**Approved**

SUBTOTAL	EXPLANATION (Provide same detail as required in FS-10 Budget)	SUBTOTAL INCREASE	SUBTOTAL DECREASE
15 Professional Salaries	<ul style="list-style-type: none"> <li>- Increase SEL Coordinator for one year <u>\$15,000</u></li> <li>- Increase SEL Coordinator year two <u>109576</u></li> <li>- Increase Retired teachers to come in and support student reading groups and assessments for our two elementary schools to help counteract literacy gaps left by COVID. \$125/day x100days. <u>\$12,500</u></li> <li>- Increase Extended School day support for reading 4 teachers x 30 hours each x \$50/hour = <u>6000</u></li> </ul>	143076	
16 Support Staff Salaries	<ul style="list-style-type: none"> <li>- Decrease nurse stipend by <u>25000</u> for year 2</li> </ul>		25000
40 Purchased Services	<ul style="list-style-type: none"> <li>- Decrease the Strategic visioning contract by <u>\$17,500</u> (\$4375 per building) Education Elements</li> <li>- Increase yoga/mindfulness by <u>\$4,575</u> – Yoga Liz</li> <li>- Increase Branching Minds online SEL database and intervention system <u>\$14,000</u> (district wide cost)</li> <li>- Increase OLWEUS Anti bullying program implementation. <del>11,500 (3x \$3000 = \$9000)</del> <u>20 hours at \$125 = \$2500</u></li> <li>- Decrease CAPE Council on Addiction Prevention and Education contract by <u>35000</u></li> <li>- Increase Tall Cop presentation <u>2100</u> for one presentation</li> </ul>		20325
45 Supplies & Materials	<ul style="list-style-type: none"> <li>- Increase Reading books for book baggies \$250/ classroom for 10 classrooms. <u>2500</u></li> <li>- Increase OLWEUS curriculum <u>8500</u> research based antibullying program to be implemented throughout the district. \$2125 per building for 4 buildings</li> <li>- Increase Calculators for our math classrooms. Students will have College board approved calculators to borrow from the school district on an annual basis. They can use it on assessments and AP/ACT/SAT exams <u>26940 (1435.89 per case of 10)</u></li> <li>- Decrease supplies Eureka Math <u>8193</u> student licenses</li> </ul>	29747	
46 Travel Expenses	<ul style="list-style-type: none"> <li>-</li> </ul>		
80 Employee Benefits	<ul style="list-style-type: none"> <li>- Delete employee benefits move to general fund. <u>134498</u></li> </ul>		134498



90 Indirect Cost			
49 BOCES Services	- Increase CPI - Non-Violent Crisis Intervention Training Trainer Certification 3500 per person x 2 <u>7000</u> we are seeing an uptick in student behaviors and we are having folks trained in de-escalation techniques. DCBOCES	7000	
30 Minor Remodeling			
20 Equipment			

<b>Total Increase or Decrease</b>	<del>172823</del> <b>179,823</b>	<del>172823</del> <b>179,823</b>
	172823(+) \$	172823(-) \$
<b>Net Increase or Decrease</b>	0	
<b>Previous Budget Total</b>	848462	
<b>Proposed Amended Total</b>	848462	

# MILLBROOK CSD

## Journal Entry



Reference Number: 336 Type: BD  
Date: 02/22/2023 Description: FARP: DRAFT Amendment#2

Account	Detail Description	Vendor ID	PO Number	Liquidated	Debits	Credits
FARP 2110.154	+ SEL Coord					124,576.00
FARP 2110.402	+ Yoga					4,575.00
FARP 2110.403	+ Tall Cop					2,100.00
FARP 2110.453	+ reading book/olweus					11,000.00
FARP 2110.401	- Ed elements				17,500.00	
FARP 2110.403	- DC cape council				35,000.00	
FARP 2110.453	- Eureka math				8,193.00	
FARP 2815.160	- nurse stipend				25,000.00	
FARP 8060.800	- benefits				31,755.00	
FARP 8060.801	- benefits				33,946.00	
FARP 8060.802	- benefits				60,000.00	
FARP 8060.803	- benefits				8,797.00	
FARP 2110.404	+ Branching Minds					14,000.00
FARP 2110.405	+ OLWEUS Antibullying					11,500.00
FARP 2110.454	+ calculators					26,940.00
FARP 2110.492	+ Crisis Intervention Training					7,000.00
FARP 2110.155	+ reading group/ext school day					18,500.00
<b>Journal Entry Totals:</b>				<b>0.00</b>	<b>220,191.00</b>	<b>220,191.00</b>

**Agency Name and Address**

Millbrook CSD
PO BOX AA
Millbrook, NY 12545

Dutchess

County

**Agency Code:**

1	3	2	2	0	1	0	4	0	0	0	0
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**Project #:**

5	8	8	0	2	1	0	7	1	0
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**Amendment #**

2
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**Contract #:**

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**Contact Person:** Caroline Hernandez Pidala

**Tel. #:** 845.677.4200 x1109

**E-Mail Address:** Caroline.hernandez-pidala@millbrookcsd.org

**INSTRUCTIONS**

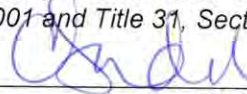
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.DATE: 2/21/23

SIGNATURE: \_\_\_\_\_



Chief Administrative Officer

**FOR DEPARTMENT USE ONLY**

Program Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Finance:

--

**Log**

--

**Approved**



SUBTOTAL	EXPLANATION (Provide same detail as required in FS-10 Budget)	SUBTOTAL INCREASE	SUBTOTAL DECREASE
15 Professional Salaries	<ul style="list-style-type: none"> <li>- Increase SEL Coordinator for one year \$15,000</li> <li>- Increase SEL Coordinator year two 109576</li> <li>-</li> <li>- Increase Retired teachers to come in and support student reading groups and assessments for our two elementary schools to help counteract literacy gaps left by COVID. \$125/day x100days. \$12500</li> <li>- Increase Extended School day support for reading 4 teachers x 30 hours each x \$50/hour = 6000</li> </ul>	143076	
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46 Travel Expenses	-		
80 Employee Benefits	<ul style="list-style-type: none"> <li>- Delete employee benefits move to general fund. 134498</li> </ul>		134498
90 Indirect Cost			





49 BOCES Services	- Increase CPI - Non Violent Crisis Intervention Training Trainer Certification 3500 per person x 2 7000 we are seeing an uptick in student behaviors and we are having folks trained in de-escalation techniques.	7000	
30 Minor Remodeling			
20 Equipment			
<b>Total Increase or Decrease</b>		172823(+) \$	172823(-) \$
<b>Net Increase or Decrease</b>		0	-
<b>Previous Budget Total</b>			848462
<b>Proposed Amended Total</b>			848462

The University of the State of New York  
**THE STATE EDUCATION DEPARTMENT**  
*(see instructions for mailing address)*

**PROPOSED AMENDMENT FOR  
 A FEDERAL OR STATE PROJECT**  
**FS-10-A (03/15)**

**Agency Name and Address**

Millbrook CSD
PO BOX AA
Millbrook, NY 12545

Dutchess  
 \_\_\_\_\_  
 County

Agency Code: 

1	3	2	2	0	1	0	4	0	0	0	0
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Project #: 

5	8	8	0	2	1	0	7	1	0
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Amendment# 

2
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Contract #: 

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Contact Person: Caroline Hernandez Pidala Tel. #: 845.677.4200 x1109

E-Mail Address: Caroline.hernandez-pidala@millbrookcsd.org


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DATE: 2/21/23

SIGNATURE: 

Chief Administrative Officer

**FOR DEPARTMENT USE ONLY**

Program Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Finance: 

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 Log

--

 Approved

49 BOCES Services	- Increase CPI – Non Violent Crisis Intervention Training Trainer Certification 3500 per person x 2 7000 we are seeing an uptick in student behaviors and we are having folks trained in de-escalation techniques.	7000 FARP 2110.492	
30 Minor Remodeling			
20 Equipment			
<b>Total Increase or Decrease</b>		172823(+) \$	172823(-) \$
<b>Net Increase or Decrease</b>		0	-
<b>Previous Budget Total</b>			848462
<b>Proposed Amended Total</b>			848462