



= Required Field

| Local Agency Information | | |
|--|--|------------------------|
| Funding Source: | 2025-2026 Title IIA Supporting Effective Instruction | |
| Report Prepared By: | Christina M. Guastella, Funded Programs Administrator | |
| Agency Name: | Central Islip Union Free School District | |
| Mailing Address: | 50 Wheeler Road | |
| | Central Islip | New York |
| | City | State |
| | 11722 | Zip Code |
| Telephone # of Report Preparer: | (631) 348-5000 ext 1017 | County: Suffolk |
| E-mail Address: | CGuastella@centralislip.k12.ny.us | |
| Project Funding Dates: | 9/1/2025 Start | 8/31/2026 End |

INSTRUCTIONS

- Submit the original FS-10 Budget and the required number of copies along with the completed application directly to the appropriate State Education Department office as indicated in the application instructions for the grant program for which you are applying. DO NOT submit this form to Grants Finance.
- The Chief Administrator's Certification on the Budget Summary worksheet must be signed by the agency's Chief Administrative Officer or properly authorized designee.
- An approved copy of the FS-10 Budget will be returned to the contact person noted above. A window envelope will be used; please make sure that the contact information is accurate and confined to the address field without altering the formatting.
- For information on budgeting refer to the Fiscal Guidelines for Federal and State Aided Grants at <http://www.oms.nysed.gov/cafe/guidance/>.

Received

SEP 18 2025

Office of Accountability

SALARIES FOR PROFESSIONAL STAFF

| | | | Subtotal - Code 15 | \$199,745 |
|--|----------------------|------------------------|--------------------|-----------|
| Specific Position Title | Full-Time Equivalent | Annualized Rate of Pay | Project Salary | |
| Induction and Mentoring | | | | |
| District-Wide Mentor for newly hired instructional staff- Vincent Ruggiero provides this support to teachers in years 2 through 4 as they seek to achieve tenure; See below for itemized description. | | | | |
| Specific induction and mentoring duties: Plans and prepares a rotating sequence of weekly professional period meetings in each of the 8 buildings with a focus on individual school and classroom strategies, formative assessment strategies, and professional development | 0.45 | \$214,134 | \$96,361 | |
| Specific induction and mentoring duties: Collaborates and assists teachers with long-term planning (instructional unit topics, suggesting appropriate curriculum materials and research-based resources) | 0.4828 | \$214,134 | \$103,384 | |

CF121
 ENTRY DATE 12/03/25
 PROJECT 0147263155
 SED CODE 580513030000
 NYC DOC #

GRANTS FINANCE
 PROJECT STATUS REPORT
 TITLE IIA-TEACH/PRIN TRNG/RECRUITMT
 CENTRAL ISLIP UFSO
 RUN DATE 12/03/25

BUDGET DETAIL INFORMATION

| | | | | |
|-----------------|----|------------|----------------|----------|
| PROF SALARY | 15 | 199,745.00 | BEGIN DATE | 09/01/25 |
| NON PROF SALARY | 16 | 0.00 | END DATE | 08/31/26 |
| PURCH SERVICES | 40 | 0.00 | AMENDMENT # | |
| 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 | 2.2 |
| 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 |
|--------------|-------------------|------------------|-------------------|
| 014726 | 159,796.00 | 0.00 | 159,796.00 |
| 014725 | 39,949.00 | 39,949.00 | 0.00 |
| 014724 | 0.00 | 0.00 | 0.00 |
| | 0.00 | 0.00 | 0.00 |
| | 0.00 | 0.00 | 0.00 |
| TOTAL | 199,745.00 | 39,949.00 | 159,796.00 |

LOG AND CONTRACT DATES

| BUDGET | RECEIVED | ENTERED | CONTRACT | APPROVED |
|---------|----------|----------|----------|----------|
| INTERIM | 11/10/25 | 11/26/25 | | |
| FINAL | | | | |

CASH DETAIL

| ENTRY | DOC # | TRANS | ENC | RPT | LINE | AMOUNT | FUNDYR | MIR | PD | DT | STAT |
|--------|---------|-------|-----|-------|------|-----------|--------|--------|----|----|------|
| 120325 | 681154F | INIT | 000 | 12/25 | 01 | 39,949.00 | 014725 | 120325 | | | ENT |

THIS BUDGET 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.