

Addendum
BUUSD Board Meeting
December 4, 2024



BUUSD

Barre Unified Union School District

**ACTION ITEM BRIEFING MEMO
BUUSD BOARD MEETING AGENDA ITEM
BUUSD BOARD MEETING AGENDA: 12/4/2024**

Consent Item No.: _____ **Discussion Item No.** _____ **Action Item No.** _____

AGENDA ITEM DESCRIPTION (How the item shall appear on the agenda):

SUBJECT (Explain what the item is): Approval of Audit Firm for 2025 audit

SUBMITTING STAFF PERSON or COMMITTEE MEMBER: Ashley Young

RESOURCES NEEDED INCLUDING STAFF TIME: Proposal Submitted, Criteria – 15 minutes

STAFF RECCOMENDATION: Approve proposal from Mudgett, Jennett, Krogh-Wisner with the condition that a new accountant is assigned to the audit for the FY25 BUUSD audit.

DESIRED OUTCOME (What is the purpose of this item): Approve auditing firm for FY25 audit.

BACKGROUND/SUPPLEMENTAL INFORMATION (If there is any background/history regarding it please advise): The business office recently sent out an RFP for a new auditing firm for the FY25 financial audit. 9 different auditing firms were contacted – as well as an advertisement on the VT Bid Registry site. Only 1 auditing firm submitted a proposal.

LINK(S):

ATTACHMENTS: RFP, Proposal from MKJ, Criteria for RFP

INTERESTED/AFFECTED PARTIES:

RECOMMENDED ACTION/MOTION: Approve proposal from MJK conditionally on new accountant assigned to the FY25 BUUSD audit.

**BARRE UNIFIED UNION SCHOOL DISTRICT #97
BARRE, VERMONT**

PROPOSAL FOR AUDIT SERVICES

FOR THE YEARS ENDED JUNE 30, 2025 THROUGH 2027

December 2, 2024

MUDGETT, JENNETT & KROGH-WISNER, P.C.
Certified Public Accountants

Person to Contact:
John H. Mudgett, CPA

141 Main Street • P.O. Box 937
Montpelier, VT 05601-0937
(802) 229-9193

December 2, 2024

Barre Unified Union School District #97, Barre Vermont
120 Ayers Street
Barre, VT 05641

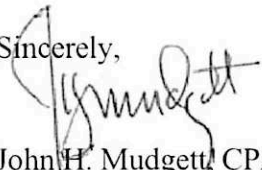
We appreciate the opportunity to submit a proposal for audit services for the Barre Unified Union School District #97 (the District). Our audits will be conducted in accordance with *Government Auditing Standards* and, when applicable, Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). We will include reports on compliance and internal control in accordance with those standards. We will discuss any recommendations resulting from our work with management and will also be available to meet with the Board of Education to review results of the audits.

We bring an experienced audit team and will coordinate with you to develop a schedule for our work that will provide for efficient audits and an early completion of the audit process. Team members are available to you throughout the year for consultation on accounting matters, subject only to our need to maintain independence.

I have proposed annual fee limits for a three year period for the financial statement and single audits and will not exceed those limits unless additional services are requested. These proposed fee limits are based on our historical data for our recent audits of the District.

	<u>2025</u>	<u>2026</u>	<u>2027</u>
Financial statement and single audits	\$ <u>46,000</u>	\$ <u>47,000</u>	\$ <u>48,000</u>

Please let me know if I may provide any additional information. We appreciate the opportunity to be of service.

Sincerely,

John H. Mudgett, CPA
Principal

BARRE UNIFIED UNION SCHOOL DISTRICT #97
PROPOSAL FOR AUDIT SERVICES

TABLE OF CONTENTS

	<u>Page</u>
Transmittal Letter	
Technical -	
Introduction.....	1
Qualifications.....	1
References.....	4
Quality Control.....	5
Scope of Services and Audit Approach.....	5
Work Plan	7
Cost -	
Hours and Fees	8
Appendices:	
A. Resumes	9
B. 2022 Peer Review Report	16

INTRODUCTION

Mudgett, Jennett & Krogh-Wisner, P.C. (MJK) was incorporated in 1993 by the majority of our current professionals, all of whom were affiliated with the Montpelier office of Smith, Batchelder & Rugg. MJK provides audit, accounting, tax and management consulting services to a variety of clients. We have made a major commitment to meeting the special needs and requirements of governmental and non-profit clients. We have performed numerous audits in accordance with *Government Auditing Standards* and have a significant amount of experience with the design and implementation of accounting systems and audit tests in that environment.

The senior members of MJK have served the Vermont area in a professional capacity for many years as indicated on our resumes (Appendix A). The largest segment of our practice is auditing, primarily of government and non-profit clients. We also serve corporations, partnerships, and individuals.

Our firm is currently composed of ten members, five of whom are Certified Public Accountants. This core group is frequently supplemented through arrangements with our network firms to provide additional staffing for audit teams or other projects. All of our auditors receive substantial training for working under *Government Auditing Standards*. Senior members of our firm participate annually in National Governmental Audit and Accounting Conferences. All firm members also receive significant other training and experience in audit, accounting and tax issues of governments, not-for-profits and their programs.

QUALIFICATIONS

All of our auditors are currently qualified to perform financial and financial related audits under *Government Auditing Standards*. In particular, the senior firm members described below have extensive experience with recent governmental audits, including planning, documentation of control structures and tests of controls and compliance, evaluation of computer-based systems, supervision of other auditors, coordination with clients and network affiliates to accomplish team objectives, timely execution of audit procedures, and reporting of results. We understand that the District will exceed the audit threshold for expenditure of federal awards (\$750,000 for 6/30/2025 and \$1 million for 6/30/2026 and 6/30/2027) and has requested the additional audit procedures required by the U.S. Office of Management & Budget (OMB) Circulars for the year ended June 30, 2025. Our firm is qualified to perform audits under these federal requirements. For the 2025 audit of the financial statements, we propose to use a two-person audit team, with technical review and supervision by a Principal of the firm who is a governmental audit specialist. The field audit team will include an Audit Manager. All of our auditors have participated in many audits of not-for-profit and governmental organizations and are experienced and familiar with their software and accounting procedures. The planned audit team includes the following individuals.

John H. Mudgett, CPA - All work performed by our firm will be performed by or under the technical supervision of John H. Mudgett, CPA, who is our senior audit and accounting specialist. He will be responsible for ensuring timely, responsive and professional service to you. His involvement includes planning the audit approach, assignment of staff, review of audit results and reporting matters. As the lead governmental auditor of this firm and our predecessor firm, John has been involved with the development and management of our governmental practice since 1984. He has been associated with all of the audits listed in the reference section of this proposal.

Tyler B. Kimberley - Tyler has been the senior auditor for several projects and is available to assist this year's team. He graduated with a degree in accounting from Champlain College in 2008. As a senior auditor he has been the in-charge auditor for various entities including Shelburne Farms, Mad River Glen, Vermont Association of Conservation Districts, Windham Solid Waste Management District, the Town of Royalton, and the Town and Village of Woodstock, and this District.

Karen Paul, CPA - Karen joined MJK in 2019 after working for two Burlington based firms. In addition to your District, she has assisted with audits of the Caledonia Central Supervisory Union, Windham Southwest Supervisory Union, Shelburne Farms, and the Windham Solid Waste Management District.

Other professionals available to support the basic team include:

Bonnie A. Dow - Bonnie is an audit manager whose focus is primarily governmental audits. She coordinates that segment of our practice, conducts many audits as a team leader, and provides technical support for changes in governmental accounting or auditing requirements, including the additional requirements for auditing of federal funds. She has twenty years of public accounting experience with our firm. She graduated from Champlain College in May of 2003 and was employed by Cota, CPA, P.C. for two years during her college years. Bonnie has conducted many governmental audits, including the Towns of Dorset, Guilford, Fairlee, Hartford, Hartland, Morristown, Landgrove, Lyndon, Sharon, Springfield, and Windsor, and school districts in the Windham Southwest Supervisory Unions.

Erin Packie, CPA - Erin worked with us from 2007 to 2014 as a senior accountant in both the audit and tax practice. She left us to work as a senior accountant for an insurance company, but then recognized that she preferred public accounting and returned to MJK in 2016. Erin graduated from Clemson University in 1997 with a Bachelor of Science (cum laude) in management and also obtained a professional certificate in advanced accounting from Champlain College. Her primary role at MJK is manager in our tax practice, but she is also available to assist with audits. She has much experience with audits of government and not-for-profit clients, including the Towns of Lyndon, Randolph, and Windsor, and several school districts in the Chittenden Central and Washington South Supervisory Unions.

Linda R. Milne, CPA - Linda is a local CPA who is not a firm member, but regularly works for MJK as a team member on specific projects. She has assisted MJK with vendor monitoring and other agreed-upon procedures for the Vermont Agency of Transportation under a contract with VTrans. Linda has also performed significant portions of our audits of the City of Rutland, the Town of Brattleboro, Montpelier-Roxbury School District and the school districts in the Caledonia Central Supervisory Union.

Leslie Krogh-Wisner, CPA - Leslie helped to form this corporation in 1993, but prior to that time was an audit senior with Smith, Batchelder & Rugg and a client manager at Hull, Fothergill & Segale. She has participated in the planning and execution of many audits involving documentation of internal control structures and testing of selected costs for compliance with regulations. Her experience includes supervisory roles on our audits of the Vermont Municipal Bond Bank, New Hampshire School Health Care Coalition, the Vermont Youth Conservation Corps, the Vermont Housing and Conservation Board, and the Vermont State Employees Association. Prior to her

career in public accounting, Leslie was employed as a public information officer in the offices of Governors Snelling and Kunin.

Glenna L. Pound, CPA, MST - Glenna is a local CPA, who is not a firm member, and has worked with us on several audit projects including our current audit of the Montpelier Roxbury School District.

Our engagement team will include other professionals as necessary to complete the assigned work promptly. Resumes of senior members are attached as Appendix A to this proposal.

MJK is independent of the District as defined by generally accepted auditing standards and *Government Auditing Standards*. We are properly licensed to practice in Vermont; our firm's license number is 092-0000435.

MJK does not discriminate against any individual because of race, religion, sex, color, age, handicap or nation of origin, and these shall not be a factor in consideration for employment, selection of training, promotion, transfer, recruitment, rates of pay, or other forms of compensation, demotion or separation.

REFERENCES

As indicated above, we currently serve a wide range of clients in the governmental area including local governments, school districts and agencies/departments of state government in Vermont, and have performed numerous audits in accordance with government auditing standards and the Single Audit Act. Recent audit clients include:

- Town and Village of Woodstock
Eric Duffy, Municipal Manager
(802) 457-3456
- Town of Royalton
Victoria Paquin, Town Administrator
(802) 763-7967
- Town of Sharon
Lucy Pierpont, Finance Manager
(802) 763-8268 ext. 8
- Shelburne Farms
Eric Boehm, Chief Financial Officer
(802) 985-0330
- Vermont Association of Conservation
Districts
Jill Arace, Executive Director
(802) 496-5162
- Windham Solid Waste Supervisory Union
Robert Spencer, Executive Director
(802) 257-0272 ext. 111
- Montpelier Roxbury School District
Christina Kimball, Business Manager
(802) 223-9798
- Windham Southwest Supervisory Union
Jonathan Cavallo, Director of Finance
(802) 464-1300
- VT Association for the Education of
Young Children
Sharron Harrington, Executive Director
(802) 234-1090
- Mad River Glen
Andrew Snow, Finance Director
(802) 496-3551

We encourage you to discuss our performance with any of the above individuals.

QUALITY CONTROL

Among the most important criteria for your selection of an auditing firm is the commitment of that firm to professional development and quality control. Our profession and the federal government have both established standards requiring peer review of auditing firms' systems of quality control for their audit and accounting practices.

Our firm sets high standards for our professional performance and our principals have actively participated in the American Institute of Certified Public Accountants (AICPA) peer review program. Our membership in the AICPA's Private Companies Practice Section requires that we conduct our accounting and auditing practice in accordance with a strictly defined system of quality control. Conformance with this system in our practice assures our clients that they are receiving the highest level of audit services available.

Our system of quality control is monitored by a peer review team on a triennial basis. Our 2022 peer review resulted in an unqualified opinion, which is attached as Appendix B.

We believe our commitment to the professional development of our staff is a significant factor in our quality control structure. All of our professionals participate each year in continuing education programs which exceed the requirements of the AICPA and the *Government Auditing Standards*.

SCOPE OF SERVICES AND AUDIT APPROACH

We will audit the financial statements and perform single audits of the District as of and for the years ended June 30, 2025, 2026, and 2027. Our audits will be made in accordance with generally accepted auditing standards of the American Institute of Certified Public Accountants (AICPA) and in accordance with the U.S. General Accounting Office's *Government Auditing Standards*. We will render opinions on the financial statements and determine whether they present fairly the financial position of the District at year end and the results of its operations for the year then ended in conformity with generally accepted accounting principles (GAAP) for local governmental units, as set forth by the Governmental Accounting Standards Board.

A report on compliance and internal control in accordance with *Government Auditing Standards* will be issued as well as any findings and recommendations. All matters to be included in such findings will be reviewed with appropriate individuals during the audit and management responses will be requested for any reportable conditions or other findings.

We will also communicate any recommendations or observations that we have noted during our audit of the financial statements. Those recommendations for improvements will be discussed as they arise and reviewed with the appropriate personnel prior to issuance of our management letter.

Our audit tests and reporting for your federal award programs will be performed in accordance with the U.S. General Accounting Office's *Government Auditing Standards* and Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). We plan and perform tests of the compliance requirements described in the U.S. Office of Management and Budget (OMB) *Compliance Supplement* that could have a direct and material effect on each of the District's major federal programs.

Effective two-way communication between our firm and those charged with governance of the District is important to understanding matters related to the audit and in developing a constructive working relationship. We are available to meet with your Board to review the audit plan or test results in addition to our published Auditor's Reports. Our proposed audit adjustments will be provided to you along with draft reports and any findings at the conclusion of each audit. We will request that management accept any proposed audit adjustments, approve drafts of financial statements, and provide responses or corrective action plans for any audit findings.

Our planning for an audit of your organization includes a review of the prior year's files (reports, statements, recommendations, test results) and developing our documentation of your organization structure, operating procedures, and internal controls as well as relevant documents with financial or compliance requirements (grant awards, loan documents, regulatory matters, employee benefit plans and other contracts).

We interview management and evaluate any changes in internal operations or external requirements for the current audit. We update all documentation each year for current conditions. We assess the risks of material misstatements at the financial statement level and also at the relevant assertion level as those assertions pertain to areas within the financial statements. We identify significant account balances or classes of transactions and trace transactions through your systems to obtain (or confirm) our understanding of your accounting procedures and the effectiveness of relevant controls over financial statement balances and disclosures.

We develop audit strategies and plan audit tests for the various areas using the knowledge gained from our understanding of your specific organization. Audit tests include balance confirmation with outside parties, analytic evaluations, reconciliations, recalculations, review of supporting documentation, and other procedures deemed appropriate by the audit team. Our approach reflects current auditing standards and the additional requirements of the Single Audit Act and the current *OMB Compliance Supplement*.

The programs and checklists used for your audit are reviewed, and modified as necessary, each year to address changes in audit or accounting standards. Specific procedures may be added or revised each year for changes in client circumstances. We use electronic audit software and audit manuals developed by a national accounting firm to organize and document our audit planning and testing. We are provided with updates to these audit aids on an ongoing basis for changes to current standards.

We provide a list of items that are required for the audit during the planning stage of each engagement.

WORK PLAN

Procedures are scheduled so as to build on previous work and achieve results in the most efficient manner. As requested, we have included a tentative 2025 schedule within which final dates will be assigned to be compatible with the District's staff availability.

	<u>Target Completion</u>
A. Planning - 30 hours	
• Engagement letter	04/30/25
• Pre-audit conference, identify data to be provided by client, etc.	05/15/25
• Coordinate schedules of audit and client staff	05/15/25
• Develop audit strategies and prepare audit program	05/15/25
B. Control Structure Evaluation - 40 hours	
• Study and document systems and procedures	06/15/25
• Assess audit risk by area and identify controls	06/15/25
• Design and conduct tests of controls	06/15/25
C. Other Interim procedures - 50 hours	
• Preliminary analytical procedures	9/15/25
• Obtain and review minutes and contracts	9/15/25
• Confirm year-end balances where appropriate	9/15/25
D. Final audit tests and documentation - 160 hours	
• Perform analytical and other substantive audit procedures on year-end balances	10/15/25
• Compliance tests – regulations, contracts, grants	10/15/25
• Propose adjustments to account balances; Provide adjusted trial balances to client	11/30/25
• Exit conference; review results with management	11/30/25
E. Reports - 50 hours	
• Prepare and review draft reports	11/30/25
• Obtain client acceptance of draft reports	12/15/25
• Final reports and management letter	12/30/25

We normally like to complete our audit planning and preliminary work in June or July with year-end field work to be scheduled in a single block of time shortly after District accounting is complete and ready for audit. We will coordinate scheduling with you for providing draft reports following commencement of year-end audit procedures.

HOURS AND FEES

Our fees are based on the time required by the individuals assigned to the engagement to complete their tasks, plus direct expenses. Individual hourly rates, which presently range from \$105 to \$165, vary according to the degree of responsibility involved and the skill required.

Prior experience with audits of this District and comparable audits indicates our audit of your financial statements and the single audit should require between 300 and 330 hours including planning, testing, documentation, and reporting.

<u>Classification</u>	<u>Hours</u>	<u>Range of Hourly Rates</u>	<u>Quoted Hourly Rate</u>	<u>Total</u>
Principal	40	\$ 145 - 165	\$ 165	\$ 6,600
Audit Manager	200	125 - 145	145	29,000
Senior Auditor	50	105 - 125	125	6,250
Computed hours/fees	<u>290</u>			<u>41,850</u>
Less - planned discount				<u>1,850</u>
Not-to-exceed fee for 2025	<u>290</u>			\$ <u>40,000</u>
Not-to-exceed fee for 2026	<u>290</u>			\$ <u>41,000</u>
Not-to-exceed fee for 2027	<u>290</u>			\$ <u>42,000</u>
Single Audit	<u>40</u>			\$ <u>6,000</u>

Our fee for audit services for the years described in this proposal, will not exceed these fee limits unless the scope of the engagement is changed, or unexpected conditions are encountered, in which case we will discuss the situation with you before proceeding. We have proposed "not-to-exceed" fee limits instead of a "fixed price" for our work. If our effort is less than anticipated, we will charge accordingly. Interim billings are normally submitted as work progresses and as expenses are incurred.

JOHN H. MUDGETT, CPA

EDUCATION: University of Vermont, 1970 - B.S.
(Business Administration and Accounting)

Governmental Accounting and Auditing Certificate
of Educational Achievement Program

EXPERIENCE:

1993 to present	MUDGETT, JENNETT & KROGH-WISNER, P.C. Principal
1984 to 1993	SMITH, BATCHELDER & RUGG Principal, Audit and Accounting
1982 to 1983	SUGARBUSH VALLEY, INC. Controller
1976 to 1982	DUBOIS & KING, INC. Vice President of Finance
1970 to 1976	SMITH, BATCHELDER & RUGG Senior Accountant
1966 to 1970	MERCHANTS NATIONAL BANK Branch Manager, Loan Officer

<u>SPECIALTIES:</u>	Audit and Accounting	Governmental
	Not-for-profits	• State and local entities
	Technical Review	• School Districts
	Taxation	• Grant reporting

<u>PROFESSIONAL ACTIVITIES:</u>	American Institute of Certified Public Accountants
	Vermont Society of Certified Public Accountants

<u>ADMITTED TO PRACTICE:</u>	Vermont
	New Hampshire

LESLIE KROGH-WISNER, CPA

EDUCATION: University of Vermont, 1980
(B.S. in Natural Resources)

Governmental Accounting and Auditing Certificate
of Educational Achievement Program

EXPERIENCE:

1993 to present	MUDGETT, JENNETT & KROGH-WISNER, P.C. Manager
1992 to 1993	SMITH, BATCHELDER & RUGG Audit Senior
1989 to 1992	HULL, FOTHERGILL & SEGALE Client Manager
1987 to 1989	SMITH, BATCHELDER & RUGG Staff Accountant
1986 to 1987	FOSTER & BRIDGMAN Staff Accountant
1983 to 1986	OFFICES OF GOVERNORS SNELLING AND KUNIN Public Information Officer

<u>SPECIALTIES:</u>	Audit and Accounting	Not-for-profits
	Governmental Compliance Audits	Utilities
	Municipalities	Hospitals
	Financial planning	HUD

PROFESSIONAL
ACTIVITIES: American Institute of Certified Public Accountants
Vermont Society of Certified Public Accountants

ADMITTED TO
PRACTICE: Vermont
New Hampshire

BONNIE A. DOW

EDUCATION: Champlain College, Burlington, Vermont - 2003 - BS
(Professional Accountancy)

EXPERIENCE:

2003 to present MUDGETT, JENNETT & KROGH-WISNER, P.C.
Audit Manager

2001 to 2003 COTA CPA, P.C.
Staff Accountant

2000 to 2001 TRAVELODGE
Front Desk Representative

1998 to 2000 NADEAU DRUG
Evening Manager

SPECIALTIES: Audit and Accounting
Governmental Compliance Audits
Municipalities

Not-for-profits
Utilities

ERIN J. PACKIE, CPA

EDUCATION: Clemson University, Clemson, SC - B.S. 1997
 (Textile Management)

 Champlain College, Burlington, VT
 Professional Certificate in Advanced Accounting - 2008

EXPERIENCE:

2007 to 2014 MUDGETT, JENNETT & KROGH-WISNER, P.C.
 and Audit Senior
2016 to present Tax Manager

2014 to 2015 NATIONAL LIFE INSURANCE - Senior Accountant

2005 to 2007 LAUGHING MOON CHOCOLATES, LLC
 General Manager

2003 to 2005 THE VILLAGE KITCHEN, LLC
 Co-owner, Office Manager

2002 to 2003 STOWEHOF INN & RESORT
 Wedding Captain, Waitress & Reservationist

1999 to 2002 VERMONT PUBLIC POWER SUPPLY AUTHORITY
 Power Analyst

1998 to 1999 SCHERING-PLOUGH HCP
 Management Information Systems Project Administrator

1997 to 1998 COLLINS & AIKMAN PRODUCTS CO.
 Management Trainee and Jacquard Weave Room Supervisor

SPECIALTIES: Audit and Accounting
 State and Local Governments
 Taxation
 Not-for-profits

PROFESSIONAL American Institute of Certified Public Accountants
ACTIVITIES: Vermont Society of Certified Public Accountants

ADMITTED TO Vermont
PRACTICE: Maryland

TYLER B. KIMBERLEY

EDUCATION: Champlain College, Burlington, VT 2008 - B.S.
(Accounting)

EXPERIENCE:

2008 to present MUDGETT, JENNETT & KROGH-WISNER, P.C.
Senior Accountant

Summer 2007 & MUDGETT, JENNETT & KROGH-WISNER, P.C.
Summer 2006 Staff Assistant

SPECIALTIES: Audit and Accounting
Governmental Compliance Audits
Municipalities
Not-for-profits
Utilities

KAREN S. PAUL, CPA, CFP®

EDUCATION: University of Vermont, 2012 - M.S.
(Master's in Public Administration)

Mount Holyoke College
(A.B. in Political Science and Economics)

EXPERIENCE:

June, 2019 to present	MUDGETT, JENNETT & KROGH-WISNER, P.C. Auditor / Accountant
Winter 2019	GRIPPIN, DONLAN, PINKHAM Auditor / Tax Preparation / Accountant
2016 to 2017	McSOLEY, McCOY & COMPANY CPA / Accountant
2000 to 2016	PAUL FINANCIAL SERVICES, INC. President
1990 to 2000	PAUL FINANCIAL SERVICES, INC. President, Chief Executive Officer and Portfolio Manager

<u>SPECIALTIES:</u>	Audit and Accounting	Governmental
	Not-for-profits	• State and local entities
	Taxation	• School Districts

PROFESSIONAL
ACTIVITIES: American Institute of Professional Accountants
Vermont Society of Certified Public Accountants

ADMITTED TO
PRACTICE: Vermont

LINDA R. MILNE, CPA

EDUCATION: Trinity and Champlain Colleges, Accounting Studies 1993

Dickinson College, 1978 - B.A.
(Political Science)

EXPERIENCE:

1995 to present LINDA R MILNE, CPA
Auditor/ Accountant

1994 to 1995 DAVID ANGOLANO, CPA, P.C.
Senior Staff Accountant

1987 to 1992 AMERICAN BANKERS ASSOCIATION
Tax Representative

1984 to 1987 WINE AND SPIRITS WHOLESALERS ASSOCIATION
Director of Government Relations – Tax Issues

1983 to 1984 NATIONAL BEER WHOLESALERS ASSOCIATION
Assistant Director Government Relations

1979 to 1983 PETROLEUM MARKETERS ASSOCIATION
Legislative Assistant

SPECIALTIES: Audit and Accounting Governmental
Agreed-Upon Procedures Engagements Taxation
Internal Audit Tax Research

PROFESSIONAL
ACTIVITIES: American Institute of Certified Public Accountants
Vermont Society of Certified Public Accountants
Institute of Internal Auditors, Green Mountain Chapter

CIVIC
ACTIVITIES: Montpelier Rotary

ADMITTED TO
PRACTICE: Vermont



Report on the Firm's System of Quality Control

June 23, 2022

To the Owners of Mudgett, Jennett & Krogh-Wisner, P. C.
and the Peer Review Committee of the New England Peer Review, Inc.

We have reviewed the system of quality control for the accounting and auditing practice of Mudgett, Jennett & Krogh-Wisner, P. C. in effect for the year ended October 31, 2021. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported on in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Mudgett, Jennett & Krogh-Wisner, P.C. in effect for the year ended October 31, 2021, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Mudgett, Jennett & Krogh-Wisner, P.C. has received a peer review rating of *pass*.

Love, Cody ; Company, CPAs, P.C.

Love, Cody & Company, CPAs

Audit Services RFP Criteria

Evaluation Factor	BIDDER 1 MJK	BIDDER 2	BIDDER 3
Scope of Services - Clear definition of the audit scope, including areas to be reviewed and deliverables	5		
Timeline and Work Plan - Detailed project timeline outlining key milestones and expected completion dates	4		
Pricing Structure - Breakdown of proposed fees, including hourly rates, fixed costs, and any potential additional charges	4		
Audit Team Composition - Details about the proposed audit team, including qualifications, experience levels, and relevant certifications of key personnel.	5		
References/Professional Standing - References from previous clients - Evidence of good reputation within the accounting community and any relevant professional memberships	5		
Total	23	0	0

Points - Each Category will be scaled from 1-5

1 = Doesn't Meet

2 = Slightly Meets

3 = Mostly Meets

4 = Meets

5 = Exceeds

Budget Discussion

December 4, 2024

Budget 2

Budget Guidance

Using our Class Size Policy and resources such as the Picus Report to determine what a quality Tier 1 (classroom) Tier 2 (intervention) Tier 3 (special education) Program looks like that values ***quality over quantity***. Additionally, administration will look at efficiency and redundancy of supports and services across all schools.

1.0 Non-Instructional Support Staff

1.0 Non-Academic Staff Position

Facilities and Stipends for additional work

Budget 2

In our initial review of redundancy and staffing we offer the following:

1.0 Non-Instructional Support Staff

1.0 Non-Academic Staff Position

Additional Budget reductions

Facilities and Stipends for additional work

These reductions result in a budget that is a 6.49 percent overall budget increase (7.04% last presentation)

I anticipate that we will have additional suggestions for combining services across our schools in the next budget round as well as a reduction in professional and support staff (non-special ed)

Overview of the CLA Change in the Yield Bill

Why did they do this?

- 1) A way to smooth away the impacts of real estate fluctuations from the CLA.
- 2) This change will make the pre-CLA property tax rate closer to the post-CLA tax rate.
 - a. This is done by comparing local CLAs to the statewide average CLA

ESTIMATED FY26 STATEWIDE ADJUSTMENT FACTORS BY TOWN ISSUED DEC. 2024

Town	Estimated CLA	Estimated SACLA	Estimated Statewide Adjustment (Applied to Tax Rates)
Barre City	*65%	72%	90% *(estimated 139%)
Barre Town	79%	72%	109%

*This will be higher (estimated 100%) based on reappraisal

Investment in our quality vs. quantity of staffing

Picus Report \$156.00 per student and 10 Professional Development Days/year

Developing the knowledge and skills of all staff to provide high quality instruction and to support the social emotional learning for all students to be successful.

PROFESSIONAL DEVELOPMENT

Consolidated Federal Grant \$300,000.00

Building Effective Strategies for Teachers (BEST) \$11,000

Project Aware \$10,000

Questions

NEXT STEPS