

**MINUTEMAN REGIONAL VOCATIONAL  
TECHNICAL SCHOOL DISTRICT**

**INDEPENDENT AUDITORS' REPORTS PURSUANT  
TO *GOVERNMENTAL AUDITING STANDARDS*  
AND UNIFORM GUIDANCE**

**FOR THE YEAR ENDED JUNE 30, 2024**

**MINUTEMAN REGIONAL VOCATIONAL  
TECHNICAL SCHOOL DISTRICT**

**TABLE OF CONTENTS**

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**Independent Auditors’ Report on Internal Control Over  
Financial Reporting and on Compliance and Other Matters  
Based on an Audit of Financial Statements Performed in  
Accordance with *Government Auditing Standards* .....1-2**

**Independent Auditors’ Report on Compliance for Each Major  
Federal Program; Report on Internal Control Over  
Compliance; and Report on Schedule of Expenditures of  
Federal Awards Required by the Uniform Guidance.....3-5**

Schedule of Expenditures of Federal Awards..... 6-7

Notes to Schedule of Expenditures of Federal Awards .....8

Schedule of Findings and Questioned Costs..... 9-10

**Independent Auditors' Report on Internal Control Over Financial Reporting  
and on Compliance and Other Matters Based on an Audit of Financial  
Statements Performed in Accordance with *Government Auditing Standards***

To the School Committee  
**Minuteman Regional Vocational Technical School District**  
Lexington, MA

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (“*Government Auditing Standards*”), the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Minuteman Regional Vocational Technical School District (the “District”), as of and for the year ended June 30, 2024 (except for the Minuteman Regional School District Contributory Retirement System, which is as of and for the year ended December 31, 2023), and the related notes to the financial statements, which collectively comprise the District’s basic financial statements, and have issued our report thereon dated March 31, 2025. Our report includes a reference to other auditors who audited the financial statements of the Minuteman Regional School District Contributory Retirement System as described in our report on the District’s financial statements. This report does not include the results of the other auditors’ testing of internal control over financial reporting or compliance and other matters that are reported on separately by those auditors.

***Report on Internal Control Over Financial Reporting***

In planning and performing our audit of the financial statements, we considered the District’s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District’s internal control. Accordingly, we do not express an opinion on the effectiveness of the District’s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

### ***Report on Compliance and Other Matters***

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### ***Purpose of This Report***

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*CBIZ CPAs P.C.*

Greenfield, MA  
March 31, 2025

**Independent Auditors' Report on Compliance for Each Major Federal Program;  
Report on Internal Control over Compliance; and Report on Schedule of  
Expenditures of Federal Awards Required by the Uniform Guidance**

To the School Committee  
**Minuteman Regional Vocational Technical School District**  
Lexington, MA

**Report on Compliance for Each Major Federal Program**

***Opinion on Each Major Federal Program***

We have audited the Minuteman Regional Vocational Technical School District's (the "District") compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the District's major federal programs for the year ended June 30, 2024. The District's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the District complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs for the year ended June 30, 2024.

***Basis for Opinion on Each Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America ("GAAS"); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States ("*Government Auditing Standards*"); and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance"). Our responsibilities under those standards and the Uniform Guidance are further described in the "Auditors' Responsibilities for the Audit of Compliance" section of our report.

We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for the major federal program. Our audit does not provide a legal determination of the District's compliance with the compliance requirements referred to above.

## ***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the District's federal programs.

## ***Auditors' Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material, noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the District's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the District's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the District's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the District's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

## **Report on Internal Control Over Compliance**

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal*

*control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the “Auditors’ Responsibilities for the Audit of Compliance” section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

### **Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Minuteman Regional Vocational Technical School District, as of and for the year ended June 30, 2024 (except for the Minuteman Regional School District Contributory Retirement System, which is as of and for the year ended December 31, 2023) and have issued our report thereon dated March 31, 2025, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with GAAS. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

*CBIZ CPAs P.C.*

Greenfield, MA  
March 31, 2025

# MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

## SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

**FOR THE YEAR ENDED JUNE 20, 2024**

<i><b>Federal Agency</b></i>	<b>Federal</b>	<b>Pass-Through</b>	
<b>Cluster</b>	<b>Assistance</b>	<b>Identifying</b>	<b>Federal</b>
<b>Pass-Through Agency</b>	<b>Listing</b>	<b>Number</b>	<b>Expenditures</b>
<b>Program Title</b>	<b>Number</b>		
<b><i>U.S. Department of Agriculture</i></b>			
Child Nutrition Cluster			
Passed Through the Massachusetts Department of Elementary and Secondary Education			
School Breakfast Program	10.553	09-155-2	\$ 26,346
National School Lunch Program - Cash Assistance	10.555	09-155-2	93,301
National School Lunch Program - Non-Cash Assistance	10.555	09-155-2	41,127
National School Lunch Program - Supply Chain Assistance	10.555	09-155-2	<u>21,827</u>
Total Child Nutrition Cluster			<u>182,601</u>
<b>Total U.S. Department of Agriculture</b>			<u>182,601</u>
<b><i>U.S. Department of Treasury</i></b>			
Passed Through the Commonwealth Corporation			
COVID-19 - Coronavirus State and Local Fiscal Recovery Funds - CTI Round 6 Grant	21.027	2304019	403,700
COVID-19 - Coronavirus State and Local Fiscal Recovery Funds - CTI Round 7 Grant	21.027	2304082	93,585
COVID-19 - Coronavirus State and Local Fiscal Recovery Funds - CTI Round 8 Grant	21.027	2404049	<u>94,804</u>
Total Coronavirus State and Local Fiscal Recovery Funds			<u>592,089</u>
<b>Total U.S. Department of Treasury</b>			<u>592,089</u>
<b><i>U.S. Department of Education</i></b>			
Passed Through the Massachusetts Department of Elementary and Secondary Education			
Title I Grants to Local Educational Agencies	84.010	305-000549-2024-0830	<u>53,724</u>
Total Title I Grants to Local Educational Agencies			53,724
Special Education Cluster			
Passed Through the Massachusetts Department of Elementary and Secondary Education			
Special Education Grants to States - 2023	84.027	240-687833-2023-0830	14,921
Special Education Grants to States - 2024	84.027	240-000558-2024-0830	<u>243,246</u>
Total Special Education Grants to States			<u>258,167</u>

*See accompanying notes to this schedule.*



# MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

## SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (CONTINUED)

**FOR THE YEAR ENDED JUNE 20, 2024**

<i><b>Federal Agency</b></i>			
Cluster	Federal	Pass-Through	
Pass-Through Agency	Assistance	Identifying	Federal
Program Title	Listing	Number	Expenditures
	Number		
Career and Technical Education - Basic Grants to States - 2023	84.048	400-702937-2023-0830	26,917
Career and Technical Education - Basic Grants to States - 2024	84.048A	400-000552-2024-0830	229,859
Career and Technical Education - Basic Grants to States - Program Improvement	84.048A	422-000696-2024-0830	37,990
Career and Technical Education - Basic Grants to States - CVTE Equitable Access Grant - 2023	84.048	112-678217-2023-0830	5,824
Total Career and Technical Education - Basis Grants to States			300,590
Supporting Effective Instruction State Grants - 2023	84.367	140-692573-2023-0830	3,021
Supporting Effective Instruction State Grants - 2024	84.367	140-000546-2024-0830	10,119
Total Supporting Effective Instruction State Grants			13,140
Student Support and Academic Enrichment Program - 2023	84.424	309-692587-2023-0830	9,339
Student Support and Academic Enrichment Program - 2024	84.424	309-000548-2024-0830	10,000
Total Student Support and Academic Enrichment Program			19,339
COVID-19 - Education Stabilization Fund - High Quality Instructional Materials Purchase Grant	84.425	165-799664-2024-0830	32,685
COVID-19 - Education Stabilization Fund - Supporting Students' Social Emotional Learning, Behavioral & Mental Health, and Wellness - Continuation (SEL & Mental Health Grant)	84.425	332-797345-2024-0830	85,752
COVID-19 - Education Stabilization Fund - Elementary and Secondary School Emergency Relief (ESSER II) Fund	84.425D	115-529673-2022-0830	21,052
COVID-19 - Education Stabilization Fund - Elementary and Secondary School Emergency Relief (ESSER III - ARP) Fund	84.425U	119-588215-2022-0830	306,549
Total Education Stabilization Fund			446,038
<b>Total U.S. Department of Education</b>			<u>1,090,998</u>
<b>Total Federal Expenditures</b>			<u><u>\$ 1,865,688</u></u>

*See accompanying notes to this schedule.*

# **MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT**

## **NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**

**FOR THE YEAR ENDED JUNE 20, 2024**

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### **NOTE 1 - BASIS OF PRESENTATION**

The accompanying schedule of expenditures of federal awards (the “schedule”) includes the federal award activity of Minuteman Regional Vocational Technical School District (the “District”) under programs of the federal government for the year ended June 30, 2024. The information in the Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* (“CFR”) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (“Uniform Guidance”). Because the schedule presents only a selected portion of the operations of the District, it is not intended to and does not present the financial position or changes in net position of the District.

### **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Expenditures reported on the schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited to reimbursement.

The amounts reported for the National School Lunch Program – Non-Cash Assistance represent the fair value of commodities received.

### **NOTE 3 - DE MINIMIS COST RATE**

The District has elected not to use the 10-percent de minimis indirect cost rate as allowed under the Uniform Guidance.

### **NOTE 4 - SUBRECIPIENTS**

Of the federal expenditures presented in the schedule, the District did not provide federal awards to subrecipients.

**MINUTEMAN REGIONAL VOCATIONAL  
TECHNICAL SCHOOL DISTRICT**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

**FOR THE YEAR ENDED JUNE 20, 2024**

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**SECTION I - SUMMARY OF AUDITORS' RESULTS**

***FINANCIAL STATEMENTS***

Type of auditors' report issued on whether the financial statements audited were prepared in accordance with GAAP:

*Unmodified*

Internal control over financial reporting:

- |   |                              |   |
|---|------------------------------|---|
| • Material weakness(es) identified?       | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No            |
| • Significant deficiency(ies) identified? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> None reported |

Non-compliance material to financial statements noted?

☐ Yes ☒ No

***FEDERAL AWARDS***

Internal control over major federal programs:

- |   |                              |   |
|---|------------------------------|---|
| • Material weakness(es) identified?       | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No            |
| • Significant deficiency(ies) identified? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> None reported |

Type of auditors' report issued on compliance for major federal programs:

*Unmodified*

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?

☐ Yes ☒ No

Identification of major federal programs:

**NAME OF FEDERAL PROGRAM OR CLUSTER**

**ASSISTANCE LISTING NUMBER(S)**

Coronavirus State and Local Fiscal Recovery Funds

21.027

Dollar threshold used to distinguish between type A and type B programs:

\$750,000

Auditee qualified as low-risk auditee?

☒ Yes ☐ No

**MINUTEMAN REGIONAL VOCATIONAL  
TECHNICAL SCHOOL DISTRICT**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)**

**FOR THE YEAR ENDED JUNE 20, 2024**

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**SECTION II - FINANCIAL STATEMENT FINDINGS**

None.

**SECTION III - FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS**

None.

**SECTION IV - SCHEDULE OF PRIOR YEAR FINDINGS**

There were no findings in the prior year.