

HR / Finance Committee
 Duluth Public Schools, ISD 709
 Agenda
 Tuesday, December 14, 2021
 United Health Group (UHG)
 4316 Rice Lake Rd
 Suite 108
 Duluth, MN 55811
 5:00 PM

1. **Guest Presentations for this Meeting - None**
2. **Department Reports**
 - A. **Human Resources**
 - 1) HR Monthly Department Summary Report
 - B. **Business Services**
 - 1) Finance Department Report - Verbal
 - 2) Facilities Department Report
 - 3) Enrollment Report
 - 4) Child Nutrition Department Report
 - 5) Transportation Department Report
 - 6) Technology Department Report - *new starting this month!*
3. **Consent Agenda**
 - A. Human Resources
 - 1) HR Staffing Report
 - 2) Approval of Hourly and Substitute Rate Sheet
 - a. *PLACEHOLDER - Approval of job description Public Relations Coordinator (Job Title Not Final) Pending Attachment
 - B. Finances
 - 1) Financial Report
 - 2) PLACEHOLDER - FY21 Audit
 - 3) Fundraisers
 - C. Bids, RFPs, and Quotes - None
 - 1) PLACEHOLDER - Bid, RFP or Quote
 - D. Contracts, Change Orders and Leases - None
 - 1) PLACEHOLDER - Contracts, Change Orders and Leases
 - E. Resolutions
 - 1) B-12-21-XXXX - Acceptance of Donations to Duluth Public Schools
 - 2) B-12-21-XXXX - Certified Tax Levy 2021 Payable 2022 - *example attached (final pending)*
 - 3) PLACEHOLDER - Resolution
4. **Miscellaneous Informational Items (no action required)**
 - A. District Properties Update
 - B. Expenditure Contracts
 - C. No Cost Contracts

D. Revenue Contracts

E. Change Orders Signed - None

F. Referrals to Policy Committee - None

5. ***PLACEHOLDER - Approval of job description Public Relations Coordinator (Job Title Not Final) Pending Attachment**