

John Bergs  
Activities Director  
Margot Hansen  
Director of Teaching & Learning  
Jeff Heine  
Buildings & Grounds Director



Chuck Keller  
Business Director  
Angie Kahle  
Student Support Services Director  
Dorothy Koller  
Community Education Director

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**REGULAR BOARD MEETING**  
District Office, 130 South Willow Street, Belle Plaine, MN 56011  
6:00 PM Monday, February 26, 2018

*Our mission is to pursue excellence in academics, programming, and the social and emotional development of our students. Fostering a culture of kindness, inclusion, and pride in ourselves, our school, and our community.*

<b>1. <u>Call to Order:</u></b>	<b>Time:</b>	
_____		
	<b>Members Absent:</b>	
_____		
<b>2. <u>Seating of New Board Member &amp; Oath of Office:</u></b>	Chair Kahle	<b><u>4</u></b>
<b>3. <u>Acknowledgment of Visitors and Special Presentations:</u></b>		
<b>1. <u>Elementary:</u></b>	Kim Dewitte and Liann Hanson	
<b>2. <u>Secondary:</u></b>	Dave Kreft and Mindy Chevalier	
<b>3. <u>Special Education:</u></b>	Mary Mesler and Rachel Benson	
<b>4. <u>Food Service:</u></b>	Julie Ahlbrecht	
<b>4. <u>Other Items as Brought Before the Board &amp; Consideration of Agenda:</u></b>		
<b>5. <u>Consensus Items:</u></b>	Chair Kahle	
<b>1. <u>Previous Board Meeting Minutes:</u></b>		<b><u>6</u></b>
<b>2. <u>Approve Monthly Expenditures:</u></b>		<b><u>9</u></b>
<b>3. <u>Personnel:</u></b>		

<b>4. <u>Student Enrollments:</u></b>		
<b>5. <u>Donations:</u></b>		<b><u>27</u></b>
<b>6. <u>Discussion Items:</u></b>		
<b>1. <u>Superintendent Update:</u></b>	Dr. Laager	
<b>1. <u>Community Center Community Meetings:</u></b>	Dr. Laager	
<b>2. <u>Board Member Reports:</u></b>	Board Members	
<b>3. <u>Building Administrator Reports:</u></b>		<b><u>29</u></b>
<b>7. <u>Action Items:</u></b>		
<b>1. <u>5-Year Projection Assumptions:</u></b>	Dr. Laager/Mr. Keller	<b><u>31</u></b>
<b>2. <u>Solar Garden Subscription:</u></b>	Mr. Keller	<b><u>32</u></b>
<b>3. <u>Approve 2017-18 Teacher Seniority List:</u></b>	Dr. Laager	<b><u>86</u></b>
<b>4. <u>Approve Resolution Directing Administration to Review Programs:</u></b>	Dr. Laager	<b><u>89</u></b>
<b>5. <u>Resolution Establishing Absentee Voting Location and Absentee Ballot Board:</u></b>		<b><u>90</u></b>
<b>6. <u>Approve band and baseball out-of -state trips:</u></b>	Mr. Keller	<b><u>92</u></b>
<b>7. <u>Policy Review:</u></b>	Dr. Laager/Mr. Kreft	<b><u>98</u></b>
<b>8. <u>New Policy:</u></b>	Dr. Ryan Laager	<b><u>109</u></b>
<b>8. <u>Upcoming Meetings:</u></b>		
<b>9. <u>Adjourn:</u></b>		

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Board Clerk

Date

ACCEPTANCE OF OFFICE  
AND OATH OF OFFICE

To: Dan Gardner

ACCEPTANCE OF OFFICE

I hereby accept the office of school board member of Independent School District No. 716 for a term beginning the first Monday in February, 2018 and expiring June 30, 2018.

Date: 2/26/18

Dan Gardner  
Signature

STATE OF MINNESOTA )  
  )  
COUNTY OF SCOTT     )

The foregoing instrument was acknowledged before me this 26<sup>th</sup> day of February, 2018 by Dan Gardner.

Kristine M. Davis  
Notary Public



OATH OF OFFICE

I swear/affirm that I will support the Constitution of the United States and of this state, and that I will discharge faithfully the duties of the office of school board member of Independent School District No. 716 to the best of my judgment and ability.

Date: 2/26/18

Dan Gardner  
Signature

STATE OF MINNESOTA )  
  )  
COUNTY OF SCOTT     )

The foregoing instrument was acknowledged before me this 26<sup>th</sup> day of February, 2017 by Dan Gardner.

Kristine M. Davis  
Notary Public



## SCHOOL BOARD MEMBER OATH OF OFFICE

It is an honor that you were elected to guide the education of our community's children. As you recite the oath of office, you assume a tremendous responsibility as a director of our school district with the duties empowered by the Minnesota Legislature. This power puts you and the other members of our school board in the position of being both morally and legally responsible for equitable, quality education of every student in the district.

In carrying out this responsibility, you will be asked to fulfill the roles of vision, structure, accountability, and advocacy. In providing vision, the board, with extensive participation of the community, envisions the community's educational future and then formulates the goals, defines the outcomes and sets the course for the public schools.

To achieve the vision, the board establishes a structure and creates an environment designed to ensure all students the opportunity to attain their maximum potential through a sound organizational framework.

Because as a board we must be accountable to the community, we must ensure a continuous assessment of student achievement and all conditions affecting the education of our children.

As board members, we serve as education's key advocate on behalf of students and our community schools to advance the vision for our schools.

Furthermore, we must strive to work together with the superintendent and staff to lead the district toward fulfilling the vision we have created, fostering excellence for every student in the areas of academic skills and knowledge, citizenship and personal development.

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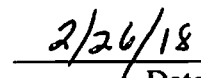
Having signed the acceptance of office and oath of office, I hereby publicly affirm my commitment to the oath of office:

I swear/affirm that I will support the Constitution of the United States and of this state, and that I will discharge faithfully the duties of the office of school board member of Independent School District No. 716 to the best of my judgment and ability.

  
\_\_\_\_\_  
Board Chair

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Member

  
\_\_\_\_\_  
Date

# Minutes of Regular Board Meeting

**MINUTES WILL NOT BE APPROVED UNTIL THE NEXT BOARD MEETING**

## The Board of Belle Plaine Public Schools

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A Regular Board Meeting of the Board of Belle Plaine Public Schools was held Monday, February 5, 2018, beginning at 6:00 PM in the District Center – Board Room.

1. Call to Order (Rescheduled from January 22, 2018):

Chairperson Kahle will call the meeting to order.

*The regular monthly meeting of the Belle Plaine School Board was called to order by Chairperson Kahle on Monday, February 5, 2018 at 6:00 pm at the District Center Board Room with the following members present: Kahle, O'Brien, Keup, Lenz, Gregory, Gardner (via Facetime/Google Chat) and Supt. Laager.*

2. Acknowledgment of Visitors and Special Presentations:

Chairperson Kahle will ask if visitors wish to be placed on the Agenda.

2. 1. Cross Country:

Members of the cross country team will be present.

Presenter: John Bergs

2. 2. Elementary:

Review of the Gifted Education program.

Presenter: Liann Hanson

2. 3. Secondary:

Review of grading for learning.

Presenter: Dave Kreft

2. 4. Community Education:

Review of Unified Special Olympics program.

Presenter: Chelsea Huchinson

3. Other Items as Brought Before the Board & Consideration of Agenda:

Chairperson Kahle will ask if there are any items that need to be brought before the board and for consideration of the Agenda.

*Motion by O'Brien and second by Keup to approve the agenda as presented. Motion carried unanimously.*

4. Consensus Items:

If any board member has concerns about the adoption of the following consensus items, please acknowledge the Chairperson prior to the final vote. If there are no concerns, these items will be voted on as a group.

Presenter: Chair Kahle

*Motion by Lenz and second by Gregory to approve all of the following consensus items. Motion carried unanimously.*

4. 1. Previous Board Meeting Minutes:

Enclosed are the December 18, 2017 Regular Board Meeting minutes and the January 8, 2018 Organizational Meeting minutes for your review and adoption.

4. 2. Approve Monthly Expenditures:

At the board finance meeting, expenditures for the month of January were reviewed. Administration recommends approval of the January 2018

disbursements totaling \$4,490,376.48. This includes board payables of \$220,182.28, hand payments of \$3,243,821.73 electronic payments of \$917,309.01 and student activity payments of \$109,063.46.

4. 3. Personnel:

Approve the hire of Randy Carlson as a long term substitute from approximately January 12, 2018 through April 6, 2018.

Approve all of the following Lane Change requests: Emily Aust MA30/20 to MA45/30, Melissa Brueske MA to MA15/10, Kelsey Janni BA10 to BA 20, Ross Nelson BA30/20 to BA45/30 and Nick Zwick BA10 to BA 20.

4. 4. Student Enrollments:

Approve two Belle Plaine residents to attend Jordan Schools beginning with Kindergarten effective fall of 2018.

Approve two Belle Plaine residents, both grade 1, to attend Prior Lake Savage Area Schools effective January 2, 2018.

Approve a Shakopee resident, grad 11, to attend Belle Plaine Schools effective December 11, 2017.

4. 5. Donations:

Donations totaling \$1,718.00 were given to the Belle Plaine School District over the past several months. See the attached resolution for a full listing of the donations. Thank you to all who made these wonderful donations!

Date	Donor	Donation/Gift	Amount
12.04.2017	MN Valley Electric Trust	Oak Crest – Backpack Program	500.00
12.04.2017	MN Valley Electric Trust	Oak Crest – 5 <sup>th</sup> Grade Field Trip Transportation to St. Paul	903.00
12.08.2017	Redeemer Lutheran Church – ELCA Women	All Schools – For students in need	250.00
12.14.2017	Miranda Chard	Preschool Pals – Supplies	20.00
12.27.2017	Theresa Kuhlmann	General Support	45.00

5. Discussion Items:

5. 1. Superintendent Update:

Superintendent Laager will provide updates on current school activities,  
Presenter: Dr. Laager

5. 1. 1. Community Center Update:

Update on the Community Center.

*Public Meeting – February 13, 2018 at 6:00 pm at Oak Crest Elementary*

Presenter: Dr. Laager

5. 1. 2. Advertising Plan:

Review of advertising plan.

Presenter: Dr. Laager

5. 1. 3. 2018-19 School Calendar:

Discuss options for the 2018-19 School Calendar.

Presenter: Dr. Laager

5. 1. 4. Other:

5. 2. Board Member Reports:

Board members will have an opportunity to share information about meetings they have attended over the past month.

- *Community Center Meeting – Discussion around many topics*

- *Wellness Meeting – After school snacks, heart rate monitors, raised bed gardens at Oak Crest*
- *Community Education Meeting – Programs in place for winter session, ideas to add to brochure*
- *SW Metro Meeting – Discussed prior program and SPED programs, tech survey – looking for more programs to add, many districts have student board members*

Presenter: Board Members

5. 3. Building Administrator Reports:

6. Action Items:

6. 1. Board Committee Assignments:

Approve board committee assignments for 2018.

Presenter: Mr. Kahle

*Motion by O'Brien and second by Keup to approve the Board Committee Assignments for 2018. Motion carried unanimously.*

6. 2. Policy Review:

Attached is our current Policy 606 Textbooks and Instructional Materials for review with the additions that were discussed at the last meeting. Since there are significant changes to this policy we will have three readings before implemented.

Presenter: Dr. Laager/Mr. Kreft

*Motion by Lenz and second by O'Brien to approve the first reading of Policy 606 – Textbooks and Instructional Materials. Motion carried unanimously.*

6. 3. New Policy:

With adding a Student Representative to the School Board we need to put a policy in place to clarify duties and expectations for the position. This will be the first reading of this policy.

Presenter: Dr. Ryan Laager

*Motion by Keup and second by Gregory to approve the first reading of Policy 299 – Student Representative to the School Board. Motion carried unanimously.*

6. 4. 2018-19 School Calendar:

Administration is recommending the approval of option 1 for the 2018-19 School Calendar.

Presenter: Dr. Laager

*Motion by O'Brien and second by Lenz to approve calendar option 1 for the 2018-19 school year. Motion carried unanimously.*

7. Upcoming Meetings:

January 29:	6:00 p.m. Community Ed Advisory Committee- BPHS Media Center
February 5:	6:00 p.m. Board Work Session
February 13:	6:00 p.m. Community Center Meeting- Oak Crest
February 21:	3:25 p.m. Wellness Committee Meeting- Board Room
February 26:	5:30 p.m. Finance Committee
	6:00 p.m. Regular Board Meeting

8. Adjourn (Board Meeting Rescheduled from January 22, 2018):

*Motion by O'Brien and second by Lenz to adjourn at 7:21 pm. Motion carried unanimously.*

## Belle Plaine Public Schools Pre Payment Report

GrpCode	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	7468	N	ALLISON BEGGS	V80801	61467	01172018	21.69	0.00	21.69	01/25/2018	01/25/2018	01/25/2018
							Check Amount:		\$21.69			
1	4272	N	AMY FRANCK	V80801	61664	02012018	39.79	0.00	39.79	02/05/2018	02/05/2018	02/05/2018
							Check Amount:		\$39.79			
1	5407	N	ANDREA ANDERT	V80801	61666	01312018	37.28	0.00	37.28	02/05/2018	02/05/2018	02/05/2018
							Check Amount:		\$37.28			
1	4589	N	BANC OF AMERICA LEASING	V80801	61441	105	8,256.74	0.00	8,256.74	01/25/2018	01/25/2018	01/25/2018
							Check Amount:		\$8,256.74			
1	1125	N	BELLE PLAINE HERALD	V80801	61480	24400	69.00	0.00	69.00	01/29/2018	01/29/2018	01/29/2018
1	1125	N	BELLE PLAINE HERALD	V80801	61610	24453	1,397.50	0.00	1,397.50	02/01/2018	02/01/2018	02/01/2018
							Check Amount:		\$1,466.50			
1	1160	N	BIO CORPORATION	V80801	61723	223189	639.03	0.00	639.03	02/16/2018	02/16/2018	02/16/2018
							Check Amount:		\$639.03			
1	1197	N	BRUCE MATHIOWETZ	V80801	61544	83398EC001280	92.15	0.00	92.15	01/30/2018	01/30/2018	01/30/2018
1	1197	N	BRUCE MATHIOWETZ	V80801	61710	02112018	220.15	0.00	220.15	02/16/2018	02/16/2018	02/16/2018
							Check Amount:		\$312.30			
1	4514	N	BSN Sports	V80801	61545	901439546	3,797.77	0.00	3,797.77	01/30/2018	01/30/2018	01/30/2018
1	4514	N	BSN Sports	V80801	61448	901447875	2,794.98	0.00	2,794.98	01/25/2018	01/25/2018	01/25/2018
							Check Amount:		\$6,592.75			
1	7395	N	CARLY GERNBACHER	V80801	61797	01312018	17.99	0.00	17.99	02/21/2018	02/21/2018	02/21/2018
							Check Amount:		\$17.99			
1	7284	N	DAKOTA ACEADEMIC CONSULTING	V80801	61484	2103	3,200.00	0.00	3,200.00	01/29/2018	01/29/2018	01/29/2018
							Check Amount:		\$3,200.00			
1	1321	N	DANIEL SCHMIDT LIGHTING	V80801	61549	7201	488.72	0.00	488.72	01/30/2018	01/30/2018	01/30/2018
							Check Amount:		\$488.72			
1	1331	N	DAVE EDBERG	V80801	61445	01252018	418.66	0.00	418.66	01/25/2018	01/25/2018	01/25/2018
							Check Amount:		\$418.66			
1	2730	N	DAVE KREFT	V80801	61483	01292018	120.00	0.00	120.00	01/29/2018	01/29/2018	01/29/2018
							Check Amount:		\$120.00			
1	1390	N	DR DAN'S	V80801	61782	11981	128.00	0.00	128.00	02/21/2018	02/21/2018	02/21/2018
							Check Amount:		\$128.00			

## Belle Plaine Public Schools Pre Payment Report

GrpCode	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	5579	N	EDUCATORS BENEFIT CONSULTAN	V80801	61613	40121	210.99	0.00	210.99	02/01/2018	02/01/2018	02/01/2018
							Check Amount:		\$210.99			
1	1566	N	HILLYARD / HUTCHINSON	V80801	61479	602856049	492.75	0.00	492.75	01/29/2018	01/29/2018	01/29/2018
1	1566	N	HILLYARD / HUTCHINSON	V80801	61626	602865866	2,132.85	0.00	2,132.85	02/05/2018	02/05/2018	02/05/2018
1	1566	N	HILLYARD / HUTCHINSON	V80801	61457	602847282	2,551.21	0.00	2,551.21	01/25/2018	01/25/2018	01/25/2018
							Check Amount:		\$5,176.81			
1	1575	N	HOMEWARD BOUND THEATRE CO	V80801	61619	01182018	315.00	0.00	315.00	02/01/2018	02/01/2018	02/01/2018
							Check Amount:		\$315.00			
1	3278	N	HUMERATECH	V80801	61783	180066	949.40	0.00	949.40	02/21/2018	02/21/2018	02/21/2018
							Check Amount:		\$949.40			
1	7372	N	I & S GROUP	V80801	61716	47293	320.00	0.00	320.00	02/16/2018	02/16/2018	02/16/2018
1	7372	N	I & S GROUP	V80801	61715	47289	1,500.00	0.00	1,500.00	02/16/2018	02/16/2018	02/16/2018
							Check Amount:		\$1,820.00			
1	1601	1	N INNOVATIVE OFFICE SOLUTION	V80801	61766	IN1943420	4.53	0.00	4.53	02/21/2018	02/21/2018	02/21/2018
1	1601	1	N INNOVATIVE OFFICE SOLUTION	V80801	61762	IN1882559	20.51	0.00	20.51	02/21/2018	02/21/2018	02/21/2018
1	1601	1	N INNOVATIVE OFFICE SOLUTION	V80801	61761	IN1889650	45.34	0.00	45.34	02/21/2018	02/21/2018	02/21/2018
1	1601	1	N INNOVATIVE OFFICE SOLUTION	V80801	61548	IN1912406	514.12	0.00	514.12	01/30/2018	01/30/2018	01/30/2018
1	1601	1	N INNOVATIVE OFFICE SOLUTION	V80801	61627	IN1919890	24.00	0.00	24.00	02/05/2018	02/05/2018	02/05/2018
1	1601	1	N INNOVATIVE OFFICE SOLUTION	V80801	61764	IN1874418	23.02	0.00	23.02	02/21/2018	02/21/2018	02/21/2018
1	1601	1	N INNOVATIVE OFFICE SOLUTION	V80801	61760	IN1901333	18.42	0.00	18.42	02/21/2018	02/21/2018	02/21/2018
1	1601	1	N INNOVATIVE OFFICE SOLUTION	V80801	61672	IN1929779	78.40	0.00	78.40	02/09/2018	02/09/2018	02/09/2018
1	1601	1	N INNOVATIVE OFFICE SOLUTION	V80801	61625	IN1912331	25.13	0.00	25.13	02/05/2018	02/05/2018	02/05/2018
1	1601	1	N INNOVATIVE OFFICE SOLUTION	V80801	61706	IN1937811	314.81	0.00	314.81	02/16/2018	02/16/2018	02/16/2018
1	1601	1	N INNOVATIVE OFFICE SOLUTION	V80801	61711	IN1923594	158.77	0.00	158.77	02/16/2018	02/16/2018	02/16/2018
1	1601	1	N INNOVATIVE OFFICE SOLUTION	V80801	61763	IN1872622	22.76	0.00	22.76	02/21/2018	02/21/2018	02/21/2018
1	1601	1	N INNOVATIVE OFFICE SOLUTION	V80801	61765	IN1943421	91.16	0.00	91.16	02/21/2018	02/21/2018	02/21/2018
1	1601	1	N INNOVATIVE OFFICE SOLUTION	V80801	61759	SCN-068088	(55.10)	0.00	(55.10)	02/21/2018	02/21/2018	02/21/2018
							Check Amount:		\$1,285.87			
3	5221	N	J W PEPPER & SON, INC	V80801	61790	11D36247	1.00	0.00	1.00	02/21/2018	02/21/2018	02/21/2018
3	5221	N	J W PEPPER & SON, INC	V80801	61612	11D36247	146.49	0.00	146.49	02/01/2018	02/01/2018	02/01/2018
3	5221	N	J W PEPPER & SON, INC	V80801	61547	11D36139	31.84	0.00	31.84	01/30/2018	01/30/2018	01/30/2018
							Check Amount:		\$179.33			
1	7077	N	JACK GERNBACHER	V80801	61722	02082018	152.13	0.00	152.13	02/16/2018	02/16/2018	02/16/2018
							Check Amount:		\$152.13			

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GrpCode	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	1430	N	JANEL EISCHENS	V80801	61718	02072018	40.33	0.00	40.33	02/16/2018	02/16/2018	02/16/2018
							Check Amount:		\$40.33			
1	1202	N	JANIS BUESGENS	V80801	61674	01262018	22.89	0.00	22.89	02/09/2018	02/09/2018	02/09/2018
							Check Amount:		\$22.89			
1	1637	N	JEROLD STAUFFACHER	V80801	61475	12282018	184.58	0.00	184.58	01/29/2018	01/29/2018	01/29/2018
							Check Amount:		\$184.58			
1	1660	N	JORDAN HIGH SCHOOL	V80801	61443	5818	9,100.50	0.00	9,100.50	01/25/2018	01/25/2018	01/25/2018
1	1660	N	JORDAN HIGH SCHOOL	V80801	61444	5819	7,388.48	0.00	7,388.48	01/25/2018	01/25/2018	01/25/2018
							Check Amount:		\$16,488.98			
1	1661	N	JORDAN INDEPENDENT	V80801	61461	2014689	72.00	0.00	72.00	01/25/2018	01/25/2018	01/25/2018
							Check Amount:		\$72.00			
1	7410	N	KELLI QUAST	V80801	61618	01122018	41.97	0.00	41.97	02/01/2018	02/01/2018	02/01/2018
							Check Amount:		\$41.97			
1	6555	N	KELLY PETRASEK	V80801	61717	02062018	25.07	0.00	25.07	02/16/2018	02/16/2018	02/16/2018
							Check Amount:		\$25.07			
1	2857	N	KELLY POPPLER	V80801	61721	01082018	63.11	0.00	63.11	02/16/2018	02/16/2018	02/16/2018
							Check Amount:		\$63.11			
1	3753	N	KIBBLE EQUIPMENT LLC	V80801	61785	1247597	129.38	0.00	129.38	02/21/2018	02/21/2018	02/21/2018
1	3753	N	KIBBLE EQUIPMENT LLC	V80801	61455	PO 05238691	2,700.00	0.00	2,700.00	01/25/2018	01/25/2018	01/25/2018
							Check Amount:		\$2,829.38			
1	5081	N	LAMPERT LUMBER	V80801	61684	2601810	228.80	0.00	228.80	02/09/2018	02/09/2018	02/09/2018
1	5081	N	LAMPERT LUMBER	V80801	61689	2602677	(194.76)	0.00	(194.76)	02/09/2018	02/09/2018	02/09/2018
1	5081	N	LAMPERT LUMBER	V80801	61687	2602615	69.73	0.00	69.73	02/09/2018	02/09/2018	02/09/2018
1	5081	N	LAMPERT LUMBER	V80801	61686	2601976	778.32	0.00	778.32	02/09/2018	02/09/2018	02/09/2018
1	5081	N	LAMPERT LUMBER	V80801	61685	2601846	372.60	0.00	372.60	02/09/2018	02/09/2018	02/09/2018
1	5081	N	LAMPERT LUMBER	V80801	61683	2599329	(883.33)	0.00	(883.33)	02/09/2018	02/09/2018	02/09/2018
1	5081	N	LAMPERT LUMBER	V80801	61682	2599096	(32.12)	0.00	(32.12)	02/09/2018	02/09/2018	02/09/2018
1	5081	N	LAMPERT LUMBER	V80801	61681	2598906	244.20	0.00	244.20	02/09/2018	02/09/2018	02/09/2018
1	5081	N	LAMPERT LUMBER	V80801	61688	2602616	42.22	0.00	42.22	02/09/2018	02/09/2018	02/09/2018
1	5081	N	LAMPERT LUMBER	V80801	61680	2604809	5,579.56	0.00	5,579.56	02/09/2018	02/09/2018	02/09/2018
1	5081	N	LAMPERT LUMBER	V80801	61679	2604189	4,181.66	0.00	4,181.66	02/09/2018	02/09/2018	02/09/2018
1	5081	N	LAMPERT LUMBER	V80801	61678	2604175	629.50	0.00	629.50	02/09/2018	02/09/2018	02/09/2018
							Check Amount:		\$11,016.38			

## Belle Plaine Public Schools Pre Payment Report

GrpCode	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	7098	N	MARY MESLER	V80801	61463	01172018	65.51	0.00	65.51	01/25/2018	01/25/2018	01/25/2018
							Check Amount:		\$65.51			
1	7476	N	MATBOSS, LLC	V80801	61665	2254	549.00	0.00	549.00	02/05/2018	02/05/2018	02/05/2018
							Check Amount:		\$549.00			
1	1812	N	MESPA	V80801	61465	05371	375.00	0.00	375.00	01/25/2018	01/25/2018	01/25/2018
							Check Amount:		\$375.00			
1	4215	N	MN DEPT PUBLIC SAFETY	V80801	61769	7000500132017M-91474	25.00	0.00	25.00	02/21/2018	02/21/2018	02/21/2018
1	4215	N	MN DEPT PUBLIC SAFETY	V80801	61768	7000500142017M-91477	25.00	0.00	25.00	02/21/2018	02/21/2018	02/21/2018
1	4215	N	MN DEPT PUBLIC SAFETY	V80801	61767	7000500162017M-91478	25.00	0.00	25.00	02/21/2018	02/21/2018	02/21/2018
							Check Amount:		\$75.00			
1	4652	N	NARDINI FIRE EQUIP COMPANY INC	V80801	61772	IN00063588	307.37	0.00	307.37	02/21/2018	02/21/2018	02/21/2018
1	4652	N	NARDINI FIRE EQUIP COMPANY INC	V80801	61770	IN00063849	433.50	0.00	433.50	02/21/2018	02/21/2018	02/21/2018
1	4652	N	NARDINI FIRE EQUIP COMPANY INC	V80801	61771	IN00063845	312.61	0.00	312.61	02/21/2018	02/21/2018	02/21/2018
							Check Amount:		\$1,053.48			
1	7450	N	NEWSELA	V80801	61624	00036110	500.00	0.00	500.00	02/01/2018	02/01/2018	02/01/2018
							Check Amount:		\$500.00			
1	5683	N	OUR LADY OF THE PRAIRIE SCHOOLS	V80801	61677	02092018	2,521.61	0.00	2,521.61	02/09/2018	02/09/2018	02/09/2018
							Check Amount:		\$2,521.61			
1	2001	N	PROGRESSIVE PRINTING	V80801	61442	20180022	57.75	0.00	57.75	01/25/2018	01/25/2018	01/25/2018
							Check Amount:		\$57.75			
1	2002	N	PROTECTION SYSTEMS INC	V80801	61773	38686	37.00	0.00	37.00	02/21/2018	02/21/2018	02/21/2018
1	2002	N	PROTECTION SYSTEMS INC	V80801	61456	38628	1,650.00	0.00	1,650.00	01/25/2018	01/25/2018	01/25/2018
							Check Amount:		\$1,687.00			
1	6111	N	RAM MUTUAL INSURANCE COMPANY	V80801	61789	162728	2,906.01	0.00	2,906.01	02/21/2018	02/21/2018	02/21/2018
							Check Amount:		\$2,906.01			
1	6827	N	REINHART FOOD SERVICES, LLC	V80801	61786	822903	793.38	0.00	793.38	02/21/2018	02/21/2018	02/21/2018
1	6827	N	REINHART FOOD SERVICES, LLC	V80801	61478	785593	257.58	0.00	257.58	01/29/2018	01/29/2018	01/29/2018
1	6827	N	REINHART FOOD SERVICES, LLC	V80801	61477	799457	547.70	0.00	547.70	01/29/2018	01/29/2018	01/29/2018
1	6827	N	REINHART FOOD SERVICES, LLC	V80801	61476	807312	662.83	0.00	662.83	01/29/2018	01/29/2018	01/29/2018
1	6827	N	REINHART FOOD SERVICES, LLC	V80801	61617	818094	298.39	0.00	298.39	02/01/2018	02/01/2018	02/01/2018
1	6827	N	REINHART FOOD SERVICES, LLC	V80801	61474	780952	610.81	0.00	610.81	01/29/2018	01/29/2018	01/29/2018
1	6827	N	REINHART FOOD SERVICES, LLC	V80801	61720	820070	426.71	0.00	426.71	02/16/2018	02/16/2018	02/16/2018
1	6827	N	REINHART FOOD SERVICES, LLC	V80801	61719	822141	271.18	0.00	271.18	02/16/2018	02/16/2018	02/16/2018
1	6827	N	REINHART FOOD SERVICES, LLC	V80801	61466	813992	473.72	0.00	473.72	01/25/2018	01/25/2018	01/25/2018

## Belle Plaine Public Schools Pre Payment Report

GrpCode	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	6827	N	REINHART FOOD SERVICES, LLC	V80801	61709	820128	240.84	0.00	240.84	02/16/2018	02/16/2018	02/16/2018
1	6827	N	REINHART FOOD SERVICES, LLC	V80801	61708	818122	102.62	0.00	102.62	02/16/2018	02/16/2018	02/16/2018
1	6827	N	REINHART FOOD SERVICES, LLC	V80801	61707	815949	440.49	0.00	440.49	02/16/2018	02/16/2018	02/16/2018
1	6827	N	REINHART FOOD SERVICES, LLC	V80801	61487	816365	265.18	0.00	265.18	01/29/2018	01/29/2018	01/29/2018
									Check Amount:		\$5,391.43	
1	3380	N	RENEE MALECHA	V80801	61713	02162018	150.00	0.00	150.00	02/16/2018	02/16/2018	02/16/2018
1	3380	N	RENEE MALECHA	V80801	61673	01312018	12.75	0.00	12.75	02/09/2018	02/09/2018	02/09/2018
									Check Amount:		\$162.75	
1	6893	N	RYAN LAAGER	V80801	61615	01302018	60.92	0.00	60.92	02/01/2018	02/01/2018	02/01/2018
1	6893	N	RYAN LAAGER	V80801	61559	12212017	492.95	0.00	492.95	01/30/2018	01/30/2018	01/30/2018
									Check Amount:		\$553.87	
1	2066	N	SCHINDLER ELEVATOR CORP	V80801	61486	7152604578	1,811.30	0.00	1,811.30	01/29/2018	01/29/2018	01/29/2018
									Check Amount:		\$1,811.30	
1	2069	N	SCHOLASTIC READING CLUB	V80801	61447	47444825	30.00	0.00	30.00	01/25/2018	01/25/2018	01/25/2018
1	2069	N	SCHOLASTIC READING CLUB	V80801	61446	46276123-46276125	115.00	0.00	115.00	01/25/2018	01/25/2018	01/25/2018
									Check Amount:		\$145.00	
1	3336	1	N SCHOOL SPECIALTY	V80801	61551	308102921826	93.44	0.00	93.44	01/30/2018	01/30/2018	01/30/2018
1	3336	1	N SCHOOL SPECIALTY	V80801	61675	308102937423	360.04	0.00	360.04	02/09/2018	02/09/2018	02/09/2018
									Check Amount:		\$453.48	
1	2108	N	SHAKOPEE PUBLIC SCHOOLS	V80801	61714	679	3,221.53	0.00	3,221.53	02/16/2018	02/16/2018	02/16/2018
									Check Amount:		\$3,221.53	
1	4959	N	SIBEL DIKMEN	V80801	61616	01242018	74.12	0.00	74.12	02/01/2018	02/01/2018	02/01/2018
									Check Amount:		\$74.12	
1	5349	N	SOLUTION TREE	V80801	61629	914308	3,345.00	0.00	3,345.00	02/05/2018	02/05/2018	02/05/2018
									Check Amount:		\$3,345.00	
1	2137	N	SOUTH CENTRAL ECSU	V80801	61454	17774	447.72	0.00	447.72	01/25/2018	01/25/2018	01/25/2018
1	2137	N	SOUTH CENTRAL ECSU	V80801	61453	17813	1,655.26	0.00	1,655.26	01/25/2018	01/25/2018	01/25/2018
									Check Amount:		\$2,102.98	
1	3442	N	SOUTH CENTRAL GLASS	V80801	61611	DOORS	8,266.00	0.00	8,266.00	02/01/2018	02/01/2018	02/01/2018
									Check Amount:		\$8,266.00	
1	6138	N	SOUTHWEST METRO EDUCATION,	V80801	61787	14002	12,705.78	0.00	12,705.78	02/21/2018	02/21/2018	02/21/2018

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GrpCode	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	6138	N	SOUTHWEST METRO EDUCATION	V80801	61452	13979	9,883.95	0.00	9,883.95	01/25/2018	01/25/2018	01/25/2018
							Check Amount:		\$22,589.73			
1	3287	N	SPARETIME INVESTMENT GROUP	V80801	61781	2426	283.75	0.00	283.75	02/21/2018	02/21/2018	02/21/2018
1	3287	N	SPARETIME INVESTMENT GROUP	V80801	61780	2451	800.00	0.00	800.00	02/21/2018	02/21/2018	02/21/2018
1	3287	N	SPARETIME INVESTMENT GROUP	V80801	61779	2452	778.75	0.00	778.75	02/21/2018	02/21/2018	02/21/2018
1	3287	N	SPARETIME INVESTMENT GROUP	V80801	61778	2453	210.00	0.00	210.00	02/21/2018	02/21/2018	02/21/2018
1	3287	N	SPARETIME INVESTMENT GROUP	V80801	61777	2454	1,412.50	0.00	1,412.50	02/21/2018	02/21/2018	02/21/2018
1	3287	N	SPARETIME INVESTMENT GROUP	V80801	61776	2428	350.00	0.00	350.00	02/21/2018	02/21/2018	02/21/2018
1	3287	N	SPARETIME INVESTMENT GROUP	V80801	61775	2427	296.25	0.00	296.25	02/21/2018	02/21/2018	02/21/2018
1	3287	N	SPARETIME INVESTMENT GROUP	V80801	61774	2425	320.00	0.00	320.00	02/21/2018	02/21/2018	02/21/2018
							Check Amount:		\$4,451.25			
1	2153	N	STASNEY ELECTRIC LLC	V80801	61784	32742	270.00	0.00	270.00	02/21/2018	02/21/2018	02/21/2018
							Check Amount:		\$270.00			
1	2188	N	TAHER INC	V80801	61485	0051228-IN	55,903.32	0.00	55,903.32	01/29/2018	01/29/2018	01/29/2018
							Check Amount:		\$55,903.32			
1	2788	N	THREE RIVERS PARK DISTRICT	V80801	61788	25975	240.00	0.00	240.00	02/21/2018	02/21/2018	02/21/2018
							Check Amount:		\$240.00			
1	3931	N	TRAILBLAZER TRANSIT	V80801	61712	217-12-1F9	30.00	0.00	30.00	02/16/2018	02/16/2018	02/16/2018
							Check Amount:		\$30.00			
1	7467	N	UNIQUE SOFTWARE COPORATION	V80801	61628	243970-A	297.00	0.00	297.00	02/05/2018	02/05/2018	02/05/2018
1	7467	N	UNIQUE SOFTWARE COPORATION	V80801	61550	243936	752.00	0.00	752.00	01/30/2018	01/30/2018	01/30/2018
1	7467	N	UNIQUE SOFTWARE COPORATION	V80801	61450	243905-A	237.00	0.00	237.00	01/25/2018	01/25/2018	01/25/2018
1	7467	N	UNIQUE SOFTWARE COPORATION	V80801	61449	243918	758.00	0.00	758.00	01/25/2018	01/25/2018	01/25/2018
							Check Amount:		\$2,044.00			
1	5898	N	UNIVERSITY OF MINNESOTA	V80801	61464	0000192184	3,045.00	0.00	3,045.00	01/25/2018	01/25/2018	01/25/2018
							Check Amount:		\$3,045.00			
1	6182	N	WACONIA COMMUNITY ED.	V80801	61473	12012017	160.00	0.00	160.00	01/29/2018	01/29/2018	01/29/2018
							Check Amount:		\$160.00			
1	2326	N	YOUTH FRONTIERS INC	V80801	61676	13856	1,695.00	0.00	1,695.00	02/09/2018	02/09/2018	02/09/2018
							Check Amount:		\$1,695.00			

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GrpCode	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	6336	N	ZAYO GROUP LLC	V80801	61451	2018010011334	1,190.01	0.00	1,190.01	01/25/2018	01/25/2018	01/25/2018
							Check Amount:		\$1,190.01			
							Report Total:		\$189,549.80			

\*Does not meet minimum amount  
\*\*Exceeds maximum amount

## Hand Pays

Batch	Co	Pmt No	Bank	Check No	Pay Type	Grp	Code	Vendor	Print	Recon	Pay Date	Void	Curr	Amount
p807p2	0716	44002	SBC	61268	CH	1	1123	BELLE PLAINE ED ASSOC	Y	N	1/19/2018	CN	USD	4,889.31
p807p2	0716	44003	SBC	61269	CH	1	1134	BELLE PLAINE SCHOOL	Y	N	1/19/2018	CN	USD	3,512.62
p807p2	0716	44005	SBC	61270	CH	1	6482	Belle Plaine Schools Health Ins Acct	Y	N	1/19/2018	CN	USD	41,076.36
p807p2	0716	44004	SBC	61271	CH	1	1178	BPESPA	Y	N	1/19/2018	CN	USD	1,031.59
P80802	0716	44091	SBC	61337	CH	1	7466	ADAM DOBER	Y	N	1/25/2018	CN	USD	318.35
P80802	0716	44081	SBC	61338	CH	1	7240	ALYSON PROULX	Y	N	1/25/2018	CN	USD	128.00
P80802	0716	44071	SBC	61339	CH	1	2329	BLUE CROSS BLUE SHIELD of MN	Y	N	1/25/2018	CN	USD	366.00
P80802	0716	44080	SBC	61340	CH	1	6939	DANIELLE SWANSON	Y	N	1/25/2018	CN	USD	64.50
P80802	0716	44084	SBC	61341	CH	1	7457	DARE SIMS	Y	N	1/25/2018	CN	USD	128.00
P80802	0716	44087	SBC	61342	CH	1	7460	EMILY PROULX	Y	N	1/25/2018	CN	USD	84.50
P80802	0716	44086	SBC	61343	CH	1	7459	HANNAH DAVIS	Y	N	1/25/2018	CN	USD	138.00
P80802	0716	44074	SBC	61344	CH	1	4286	JAMIE JEWISON	Y	N	1/25/2018	CN	USD	108.00
P80802	0716	44090	SBC	61345	CH	1	7463	JENNIFER FLASCHENRIEM	Y	N	1/25/2018	CN	USD	20.45
P80802	0716	44079	SBC	61346	CH	1	6303	KARNA HAY	Y	N	1/25/2018	CN	USD	128.00
P80802	0716	44088	SBC	61347	CH	1	7461	KATE JOHNSON	Y	N	1/25/2018	CN	USD	74.50
P80802	0716	44082	SBC	61348	CH	1	7455	KELLY SHAW	Y	N	1/25/2018	CN	USD	128.00
P80802	0716	44075	SBC	61349	CH	1	4596	LAURA HARDING	Y	N	1/25/2018	CN	USD	128.00
P80802	0716	44076	SBC	61350	CH	1	5057	LISA HART	Y	N	1/25/2018	CN	USD	150.00
P80802	0716	44072	SBC	61351	CH	1	3940	MARTHA SPECKEL	Y	N	1/25/2018	CN	USD	128.00
P80802	0716	44073	SBC	61352	CH	1	4145	MEDICAREBLUE RX	Y	N	1/25/2018	CN	USD	450.00
P80802	0716	44077	SBC	61353	CH	1	6111	RAM MUTUAL INSURANCE COMPANY	Y	N	1/25/2018	CN	USD	2,906.01
P80802	0716	44089	SBC	61354	CH	1	7462	SAMANTHA SZCZECH AXT	Y	N	1/25/2018	CN	USD	160.00
P80802	0716	44083	SBC	61355	CH	1	7456	SARA SWENSON	Y	N	1/25/2018	CN	USD	118.00
P80802	0716	44085	SBC	61356	CH	1	7458	STEPHANIE ROLES	Y	N	1/25/2018	CN	USD	64.50
P80802	0716	44078	SBC	61357	CH	1	6296	TARA DOLDER	Y	N	1/25/2018	CN	USD	118.00
P80802	0716	44092	SBC	61358	CH	1	1245	BELLE PLAINE CHAMBER OF COMMERCE	Y	N	1/25/2018	CN	USD	15.00
P80802	0716	44095	SBC	61359	CH	1	5925	BRIAN SPANOVICH	Y	N	1/26/2018	CN	USD	111.00
P80802	0716	44096	SBC	61360	CH	1	7470	SCOTT HUGHES	Y	N	1/26/2018	CN	USD	111.00
P80802	0716	44093	SBC	61361	CH	1	3925	SCOTT RYAN	Y	N	1/26/2018	CN	USD	111.00
P80802	0716	44094	SBC	61362	CH	1	4802	USPS	Y	N	1/26/2018	CN	USD	592.83
P80802	0716	44107	SBC	61363	CH	1	1238	CENTRAL PUBLIC SCHOOLS	Y	N	2/2/2018	OCN	USD	75.00
P80802	0716	44117	SBC	61364	CH	1	7218	DAN GRIDER	Y	N	2/2/2018	OCN	USD	111.00
P80802	0716	44119	SBC	61365	CH	1	7465	EASTVIEW WRESTLING BOOSTERS	Y	N	2/2/2018	OCN	USD	290.00
P80802	0716	44120	SBC	61366	CH	1	7472	ERIC TVEDT	Y	N	2/2/2018	OCN	USD	111.00
P80802	0716	44116	SBC	61367	CH	1	7212	JERRY BRAAM	Y	N	2/2/2018	OCN	USD	111.00

## Hand Pays

Batch	Co	Pmt No	Bank	Check No	Pay Type	Grp	Code	Vendor	Print	Recon	Pay Date	Void	Curr	Amount
P80802	0716	44108	SBC	61368	CH	1	1639	JERRY KORBA	Y	N	2/2/2018	OCN	USD	111.00
P80802	0716	44113	SBC	61369	CH	1	5926	JERRY PODRATZ	Y	N	2/2/2018	OCN	USD	111.00
P80802	0716	44109	SBC	61370	CH	1	1660	JORDAN HIGH SCHOOL	Y	N	2/2/2018	OCN	USD	75.00
P80802	0716	44118	SBC	61371	CH	1	7258	JUSTIN FELLEZ	Y	N	2/2/2018	OCN	USD	150.00
P80802	0716	44112	SBC	61372	CH	1	5366	KEVIN MANN	Y	N	2/2/2018	OCN	USD	111.00
P80802	0716	44110	SBC	61373	CH	1	2684	LE SUEUR-HENDERSON SCHOOL	Y	N	2/2/2018	OCN	USD	75.00
P80802	0716	44110	SBC	61373	CH	1	2684	LE SUEUR-HENDERSON SCHOOL	Y	N	2/2/2018	OCN	USD	75.00
P80802	0716	44114	SBC	61374	CH	1	5941	MARK SELNOW	Y	N	2/2/2018	OCN	USD	111.00
P80802	0716	44115	SBC	61375	CH	1	6671	SCOTT KORBA	Y	N	2/2/2018	OCN	USD	111.00
P80802	0716	44111	SBC	61376	CH	1	3925	SCOTT RYAN	Y	N	2/2/2018	OCN	USD	111.00
p808p1	0716	44127	SBC	61377	CH	1	1123	BELLE PLAINE ED ASSOC	Y	N	2/5/2018	OCN	USD	4,889.31
p808p1	0716	44128	SBC	61378	CH	1	1134	BELLE PLAINE SCHOOL	Y	N	2/5/2018	OCN	USD	3,512.62
p808p1	0716	44132	SBC	61379	CH	1	6451	Belle Plaine Schools Dental Ins Account	Y	N	2/5/2018	OCN	USD	12,058.56
p808p1	0716	44133	SBC	61380	CH	1	6482	Belle Plaine Schools Health Ins Acct	Y	N	2/5/2018	OCN	USD	118,963.35
p808p1	0716	44129	SBC	61381	CH	1	1178	BPESPA	Y	N	2/5/2018	OCN	USD	1,026.58
p808p1	0716	44134	SBC	61382	CH	1	7052	FIDELITY SECURITY LIFE INS EYE MED	Y	N	2/5/2018	OCN	USD	524.45
p808p1	0716	44131	SBC	61383	CH	1	6122	NATIONAL INSURANCE SERVICE of WI	Y	N	2/5/2018	OCN	USD	2,782.97
p808p1	0716	44130	SBC	61384	CH	1	1836	NCPERS MINNESOTA	Y	N	2/5/2018	OCN	USD	32.00
P80802	0716	44187	SBC	61385	CH	1	7474	CHARLENE NUGYEN	Y	N	2/8/2018	OCN	USD	40.04
P80802	0716	44186	SBC	61386	CH	1	7424	DAVID DREXLER	Y	N	2/8/2018	OCN	USD	111.00
P80802	0716	44191	SBC	61387	CH	3	6658	DIANE SKELLEY	Y	N	2/8/2018	OCN	USD	49.95
P80802	0716	44182	SBC	61388	CH	1	3268	JASON BAKKE	Y	N	2/8/2018	OCN	USD	111.00
P80802	0716	44181	SBC	61389	CH	1	1647	JOSEPH WITTERSCHEIN	Y	N	2/8/2018	OCN	USD	111.00
P80802	0716	44184	SBC	61390	CH	1	4577	NICHOLAS BAWEK	Y	N	2/8/2018	OCN	USD	111.00
P80802	0716	44185	SBC	61391	CH	1	7261	RICHARD GRIDER	Y	N	2/8/2018	OCN	USD	111.00
P80802	0716	44189	SBC	61392	CH	1	7479	ROBERT COLEMAN	Y	N	2/8/2018	OCN	USD	111.00
P80802	0716	44190	SBC	61393	CH	1	7480	SOUTH ST PAUL SECONDARY SCHOOL	Y	N	2/8/2018	OCN	USD	95.00
P80802	0716	44188	SBC	61394	CH	1	7477	TANNER PEARSON	Y	N	2/8/2018	OCN	USD	111.00
P80802	0716	44183	SBC	61395	CH	1	4297	TNT AUDIO INC	Y	N	2/8/2018	OCN	USD	850.00
P80802	0716	44195	SBC	61396	CH	1	1126	BELLE PLAINE HS ACT FND	Y	N	2/12/2018	CN	USD	229.00
P80802	0716	44196	SBC	61397	CH	1	1395	EAGAN HIGH SCHOOL	Y	N	2/12/2018	CN	USD	150.00
P80802	0716	44197	SBC	61398	CH	1	1660	JORDAN HIGH SCHOOL	Y	N	2/12/2018	CN	USD	91.00
P80802	0716	44198	SBC	61399	CH	1	1992	PRAIRIE TRUCKING INC	Y	N	2/12/2018	CN	USD	43,627.44
P80802	0716	44199	SBC	61400	CH	1	2164	STIER TRANSPORTATION SERVICES	Y	N	2/12/2018	CN	USD	91,994.85
P80802	0716	44208	SBC	61401	CH	1	7348	APEX EFFICIENCY SOLUTIONS, SBC	Y	N	2/16/2018	CN	USD	39,888.90

## Hand Pays

Batch	Co	Pmt No	Bank	Check No	Pay Type	Grp	Code	Vendor	Print	Recon	Pay Date	Void	Curr	Amount
P80802	0716	44203	SBC	61402	CH	1	2329	BLUE CROSS BLUE SHIELD of MN	Y	N	2/16/2018	CN	USD	366.00
P80802	0716	44207	SBC	61403	CH	1	7247	BRYAN BELD	Y	N	2/16/2018	CN	USD	111.00
P80802	0716	44204	SBC	61404	CH	1	6692	DANIEL RIESGRAF	Y	N	2/16/2018	CN	USD	111.00
P80802	0716	44205	SBC	61405	CH	1	6696	ISD 108 - CENTRAL SPEECH TEAM	Y	N	2/16/2018	CN	USD	90.00
P80802	0716	44201	SBC	61406	CH	1	1618	JANESVILLE WALDORF SCHOOL	Y	N	2/16/2018	CN	USD	200.00
P80802	0716	44209	SBC	61407	CH	1	7478	MARCIE HARTMAN	Y	N	2/16/2018	CN	USD	13.75
P80802	0716	44202	SBC	61408	CH	1	1914	NEW PRAGUE AREA SCHOOLS	Y	N	2/16/2018	CN	USD	33.00
P80802	0716	44206	SBC	61409	CH	1	7196	TOM SLATER	Y	N	2/16/2018	CN	USD	111.00
p808p2	0716	44210	SBC	61410	CH	1	1123	BELLE PLAINE ED ASSOC	Y	N	2/20/2018	CN	USD	4,889.31
p808p2	0716	44211	SBC	61411	CH	1	1134	BELLE PLAINE SCHOOL	Y	N	2/20/2018	CN	USD	3,512.62
p808p2	0716	44213	SBC	61412	CH	1	6482	Belle Plaine Schools Health Ins Acct	Y	N	2/20/2018	CN	USD	39,992.37
p808p2	0716	44212	SBC	61413	CH	1	1178	BPESPA	Y	N	2/20/2018	CN	USD	1,054.96
P80802	0716	44235	SBC	61414	CH	1	7247	BRYAN BELD	Y	N	2/21/2018	CN	USD	111.00
P80802	0716	44232	SBC	61415	CH	1	5941	MARK SELNOW	Y	N	2/21/2018	CN	USD	111.00
P80802	0716	44233	SBC	61416	CH	1	5943	NICHOLAS HOVICK	Y	N	2/21/2018	CN	USD	111.00
P80802	0716	44234	SBC	61417	CH	1	6902	PATRICK MCDONOUGH	Y	N	2/21/2018	CN	USD	111.00
P80802	0716	44229	SBC	61418	CH	1	2014	RANDY JENSEN	Y	N	2/21/2018	CN	USD	111.00
P80802	0716	44230	SBC	61419	CH	1	2015	RANDY JOHNSTON	Y	N	2/21/2018	CN	USD	111.00
P80802	0716	44231	SBC	61420	CH	1	2102	SECTION 2AA	Y	N	2/21/2018	CN	USD	1,855.00

**Total**

**\$ 433,687.55**

## Electronic

Batch	Co	Pmt No	Bank	ck	Pay Type	Grp	Code	Vendor	Print	Recon	Pay Date	Void	Curr	Amount
p807p2	0716	43996	SBC		WX	1	1873	MN.TEACHERS RETIRE.ASSOC	N	N	1/19/2018 0	N	USD	43,133.66
p807p2	0716	43997	SBC		WX	1	1977	PERA	N	N	1/19/2018 0	N	USD	9,231.57
p807p2	0716	43998	SBC		WX	1	2330	FEDERAL	N	N	1/19/2018 0	N	USD	26,837.68
p807p2	0716	43998	SBC		WX	1	2330	FEDERAL	N	N	1/19/2018 0	N	USD	9,503.06
p807p2	0716	43998	SBC		WX	1	2330	FEDERAL	N	N	1/19/2018 0	N	USD	40,634.42
p807p2	0716	43999	SBC		WX	1	2331	STATE OF MINNESOTA	N	N	1/19/2018 0	N	USD	11,602.76
p807p2	0716	44000	SBC		WX	1	2735	MII LIFE - VEBA/HSA	N	N	1/19/2018 0	N	USD	1,207.09
p807p2	0716	44001	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	1/19/2018 0	N	USD	1,878.28
p807p2	0716	44001	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	1/19/2018 0	N	USD	720.38
p807p2	0716	44001	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	1/19/2018 0	N	USD	3,772.48
p807p2	0716	44001	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	1/19/2018 0	N	USD	20.00
p807p2	0716	44001	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	1/19/2018 0	N	USD	108.80
p807p2	0716	44001	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	1/19/2018 0	N	USD	736.78
p807p2	0716	44001	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	1/19/2018 0	N	USD	5,695.56
p807p2	0716	44001	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	1/19/2018 0	N	USD	1,692.12
p807p2	0716	44001	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	1/19/2018 0	N	USD	716.10
P80802	0716	44104	SBC		WX	1	1262	CITY OF BELLE PLAINE	N	N	1/22/2018 0	N	USD	3.59
P80802	0716	44104	SBC		WX	1	1262	CITY OF BELLE PLAINE	N	N	1/22/2018 0	N	USD	31.98
P80802	0716	44104	SBC		WX	1	1262	CITY OF BELLE PLAINE	N	N	1/22/2018 0	N	USD	195.02
P80802	0716	44104	SBC		WX	1	1262	CITY OF BELLE PLAINE	N	N	1/22/2018 0	N	USD	378.25
P80802	0716	44104	SBC		WX	1	1262	CITY OF BELLE PLAINE	N	N	1/22/2018 0	N	USD	978.81
P80802	0716	44104	SBC		WX	1	1262	CITY OF BELLE PLAINE	N	N	1/22/2018 0	N	USD	2,103.14
P80802	0716	44105	SBC		WX	1	1486	FRONTIER	N	N	1/24/2018 0	N	USD	97.54
P80802	0716	44105	SBC		WX	1	1486	FRONTIER	N	N	1/24/2018 0	N	USD	97.54
P80802	0716	44105	SBC		WX	1	1486	FRONTIER	N	N	1/24/2018 0	N	USD	123.56
P80802	0716	44105	SBC		WX	1	1486	FRONTIER	N	N	1/24/2018 0	N	USD	1,339.03
P80802	0716	44106	SBC		WX	1	2336	XCEL ENERGY	N	N	1/24/2018 0	N	USD	957.58
p808p1	0716	44121	SBC		WX	1	1873	MN.TEACHERS RETIRE.ASSOC	N	N	2/5/2018 00	N	USD	42,899.52
p808p1	0716	44122	SBC		WX	1	1977	PERA	N	N	2/5/2018 00	N	USD	13,237.32
p808p1	0716	44123	SBC		WX	1	2330	FEDERAL	N	N	2/5/2018 00	N	USD	22,369.33
p808p1	0716	44123	SBC		WX	1	2330	FEDERAL	N	N	2/5/2018 00	N	USD	10,070.86
p808p1	0716	44123	SBC		WX	1	2330	FEDERAL	N	N	2/5/2018 00	N	USD	43,061.24
p808p1	0716	44124	SBC		WX	1	2331	STATE OF MINNESOTA	N	N	2/5/2018 00	N	USD	12,173.16

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Batch	Co	Pmt No	Bank	ck	Pay Type	Grp	Code	Vendor	Print	Recon	Pay Date	Void	Curr	Amount
p808p1	0716	44125	SBC		WX	1	2735	MII LIFE - VEBA/HSA	N	N	2/5/2018 00	N	USD	97,133.74
p808p1	0716	44126	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	2/5/2018 00	N	USD	1,878.28
p808p1	0716	44126	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	2/5/2018 00	N	USD	720.38
p808p1	0716	44126	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	2/5/2018 00	N	USD	3,672.48
p808p1	0716	44126	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	2/5/2018 00	N	USD	20.00
p808p1	0716	44126	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	2/5/2018 00	N	USD	108.80
p808p1	0716	44126	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	2/5/2018 00	N	USD	736.78
p808p1	0716	44126	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	2/5/2018 00	N	USD	5,645.56
p808p1	0716	44126	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	2/5/2018 00	N	USD	1,664.12
p808p1	0716	44126	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	2/5/2018 00	N	USD	716.10
p808p2	0716	44214	SBC		WX	1	1873	MN.TEACHERS RETIRE.ASSOC	N	N	2/20/2018 00	N	USD	43,388.28
p808p2	0716	44215	SBC		WX	1	1977	PERA	N	N	2/20/2018 00	N	USD	12,924.39
p808p2	0716	44216	SBC		WX	1	2330	FEDERAL	N	N	2/20/2018 00	N	USD	23,173.06
p808p2	0716	44216	SBC		WX	1	2330	FEDERAL	N	N	2/20/2018 00	N	USD	10,445.84
p808p2	0716	44216	SBC		WX	1	2330	FEDERAL	N	N	2/20/2018 00	N	USD	44,665.36
p808p2	0716	44217	SBC		WX	1	2331	STATE OF MINNESOTA	N	N	2/20/2018 00	N	USD	12,624.67
p808p2	0716	44218	SBC		WX	1	2735	MII LIFE - VEBA/HSA	N	N	2/20/2018 00	N	USD	1,707.09
p808p2	0716	44219	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	2/20/2018 00	N	USD	1,878.28
p808p2	0716	44219	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	2/20/2018 00	N	USD	720.38
p808p2	0716	44219	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	2/20/2018 00	N	USD	3,972.48
p808p2	0716	44219	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	2/20/2018 00	N	USD	20.00
p808p2	0716	44219	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	2/20/2018 00	N	USD	108.80
p808p2	0716	44219	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	2/20/2018 00	N	USD	736.78
p808p2	0716	44219	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	2/20/2018 00	N	USD	5,645.56
p808p2	0716	44219	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	2/20/2018 00	N	USD	1,664.12
p808p2	0716	44219	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	2/20/2018 00	N	USD	716.10
P80802	0716	44220	SBC		WX	1	2060	SAMUEL FRENCH INC	N	N	2/2/2018 00	N	USD	90.00
P80802	0716	44221	SBC		WX	1	2336	XCEL ENERGY	N	N	2/2/2018 00	N	USD	19.36
P80802	0716	44222	SBC		WX	1	2060	SAMUEL FRENCH INC	N	N	2/6/2018 00	N	USD	45.00
P80802	0716	44223	SBC		WX	1	2336	XCEL ENERGY	N	N	2/6/2018 00	N	USD	6,663.65
P80802	0716	44223	SBC		WX	1	2336	XCEL ENERGY	N	N	2/6/2018 00	N	USD	5,125.22
P80802	0716	44223	SBC		WX	1	2336	XCEL ENERGY	N	N	2/6/2018 00	N	USD	3,203.10
P80802	0716	44224	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	2/6/2018 00	N	USD	2,765.09

## Electronic

Batch	Co	Pmt No	Bank	ck	Pay Type	Grp	Code	Vendor	Print	Recon	Pay Date	Void	Curr	Amount
P80802	0716	44224	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	2/6/2018 00	N	USD	476.39
P80802	0716	44224	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	2/6/2018 00	N	USD	198.25
P80802	0716	44224	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	2/6/2018 00	N	USD	121.76
P80802	0716	44225	SBC		WX	1	2336	XCEL ENERGY	N	N	2/7/2018 00	N	USD	157.46
P80802	0716	44226	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	2/7/2018 00	N	USD	6,931.77
P80802	0716	44226	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	2/7/2018 00	N	USD	5,488.43
P80802	0716	44226	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	2/7/2018 00	N	USD	5,028.36
P80802	0716	44227	SBC		WX	1	2336	XCEL ENERGY	N	N	2/9/2018 00	N	USD	73.58
P80802	0716	44228	SBC		WX	1	1262	CITY OF BELLE PLAINE	N	N	2/21/2018 00	N	USD	170.98
P80802	0716	44228	SBC		WX	1	1262	CITY OF BELLE PLAINE	N	N	2/21/2018 00	N	USD	1,925.41
P80802	0716	44228	SBC		WX	1	1262	CITY OF BELLE PLAINE	N	N	2/21/2018 00	N	USD	3.66
P80802	0716	44228	SBC		WX	1	1262	CITY OF BELLE PLAINE	N	N	2/21/2018 00	N	USD	387.84
P80802	0716	44228	SBC		WX	1	1262	CITY OF BELLE PLAINE	N	N	2/21/2018 00	N	USD	923.97
P80802	0716	44228	SBC		WX	1	1262	CITY OF BELLE PLAINE	N	N	2/21/2018 00	N	USD	32.62
<hr/>														
January PCARD														
Payroll 1/19/2018														
Payroll 2/05/2018														
Payroll 2/20/2018														
<hr/>														
<b>Total</b>													<b>\$ 1,363,310.91</b>	

Jan 2018 Student Activities

Co	Pmt No	Bank	Check No	Pay Type	Grp	Code	Vendor	Payment Description	Pay Date	Void	Curr	Amount
0716	43918	HSAC	8110	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CLIMATE COMMITTEE	1/5/2018 00	N	USD	320.00
0716	43918	HSAC	8110	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	FFA - ID THREADS - POLOS, OFFICER SHIRTS	1/5/2018 00	N	USD	1,710.00
0716	43919	HSAC	8111	CH	3	5094	DVS RENEWAL	FFA - TABS FOR ABC TRAILER	1/5/2018 00	N	USD	20.00
0716	43917	HSAC	8112	CH	1	1528	GROTH MUSIC	CHOIR - DJEMBE DRUM (SHORT PAYMENT)	1/5/2018 00	N	USD	0.35
0716	43981	HSAC	8113	CH	1	1125	BELLE PLAINE HERALD	BAND - Ad for Spaghetti Dinner	1/11/2018 0	N	USD	189.00
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CHOIR - STAGE ACCENTS - DRESSES	1/11/2018 0	N	USD	229.00
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CONCESSIONS - PIZZA PLUS	1/11/2018 0	N	USD	58.00
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CONCESSIONS - PIZZA PLUS	1/11/2018 0	N	USD	53.00
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CONCESSIONS - PIZZA PLUS	1/11/2018 0	N	USD	53.00
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CONCESSIONS - PIZZA PLUS	1/11/2018 0	N	USD	63.00
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CONCESSIONS - PIZZA PLUS	1/11/2018 0	N	USD	69.00
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CONCESSIONS - PIZZA PLUS	1/11/2018 0	N	USD	61.00
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CONCESSIONS - BERRY BLENDZ	1/11/2018 0	N	USD	585.00
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CONCESSIONS - HERMEL	1/11/2018 0	N	USD	714.72
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CONCESSIONS - PIZZA PLUS	1/11/2018 0	N	USD	53.00
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CONCESSIONS - PIZZA PLUS	1/11/2018 0	N	USD	69.00
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CHOIR - STAGE ACCENTS	1/11/2018 0	N	USD	229.00
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	BAND - PIZZA PLUS	1/11/2018 0	N	USD	42.95
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	FFA - FLEET FARM	1/11/2018 0	N	USD	367.20
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	JH STD CNCL - SAMS CLUB	1/11/2018 0	N	USD	244.94
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	OUTDOOR CLUB - AFTON ALPS	1/11/2018 0	N	USD	1,825.00
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	BAND - COBORNS	1/11/2018 0	N	USD	10.76
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CONCESSIONS - COBORNS	1/11/2018 0	N	USD	83.23
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CONCESSIONS - RUCKS	1/11/2018 0	N	USD	134.42
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	FFA - BONGARDS	1/11/2018 0	N	USD	337.20
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	FFA - COBORNS	1/11/2018 0	N	USD	256.90
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	TIGERIAN - DOMINOS	1/11/2018 0	N	USD	83.07
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	SOFTBALL - LEAGUEATHLETICS	1/11/2018 0	N	USD	2,300.00
0716	43984	HSAC	8114	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	OUTDOOR CLUB - TRANSPORTATON TO AFTON ALPS	1/11/2018 0	N	USD	536.61
0716	43985	HSAC	8115	CH	3	4748	BRUCE MATHIOWETZ	FFA - Lau's Bakery - DONUTS	1/11/2018 0	N	USD	36.00
0716	43986	HSAC	8116	CH	3	6875	JOHN WARREN	SH DANCE DJ 1/19	1/11/2018 0	N	USD	270.00
0716	43982	HSAC	8117	CH	1	1697	LAKE CRYSTAL COACHES	Dorian Bus	1/11/2018 0	N	USD	510.00
0716	43983	HSAC	8118	CH	1	1741	LUTHER COLLEGE	CHOIR - Dorian Festival	1/11/2018 0	N	USD	184.00
0716	43987	HSAC	8119	CH	3	7220	REINHART FOODSERVICE	Spaghetti Dinner Supplies	1/11/2018 0	N	USD	311.44
0716	44100	HSAC	8120	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	ONE ACT - SOUTHBRIDGE	1/31/2018 0	N	USD	107.18
0716	44100	HSAC	8120	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	PEP CLUB - COBORNS	1/31/2018 0	N	USD	49.99
0716	44100	HSAC	8120	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CONCESSIONS - RUCKS (COMM ED)	1/31/2018 0	N	USD	182.19
0716	44100	HSAC	8120	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CONCESSIONS - COBORNS (COMM ED)	1/31/2018 0	N	USD	16.45
0716	44100	HSAC	8120	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CONCESSIONS - SAMS CLUB (COMM ED)	1/31/2018 0	N	USD	160.39

Jan 2018 Student Activities

Co	Pmt No	Bank	Check No	Pay Type	Grp	Code	Vendor	Payment Description	Pay Date	Void	Curr	Amount
0716	44100	HSAC	8120	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CHOIR - HOTEL WINNESHIEK	1/31/2018 0	N	USD	166.88
0716	44100	HSAC	8120	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CHOIR - MABES PIZZA	1/31/2018 0	N	USD	76.30
0716	44099	HSAC	8121	CH	1	4564	NATIONAL FFA	FFA - CLOTHING	1/31/2018 0	N	USD	365.50
0716	44099	HSAC	8121	CH	1	4564	NATIONAL FFA	FFA - GIFT CARDS	1/31/2018 0	N	USD	(240.00)
0716	44099	HSAC	8121	CH	1	4564	NATIONAL FFA	FFA - CLOTHING	1/31/2018 0	N	USD	309.00
0716	44099	HSAC	8121	CH	1	4564	NATIONAL FFA	FFA - GIFT CARDS	1/31/2018 0	N	USD	(240.00)
0716	44099	HSAC	8121	CH	1	4564	NATIONAL FFA	FFA - CLOTHING	1/31/2018 0	N	USD	55.00
0716	44099	HSAC	8121	CH	1	4564	NATIONAL FFA	FFA - CLOTHING	1/31/2018 0	N	USD	87.50
0716	44101	HSAC	8122	CH	3	4848	PEPSI-COLA	CONCESSIONS - POP	1/31/2018 0	N	USD	932.93
0716	44098	HSAC	8123	CH	1	1990	PRAIRIE FARM SUPPLY	SALT FOR FUNDRAISER	1/31/2018 0	N	USD	16,999.30
0716	44102	HSAC	8124	CH	3	6260	UNIVERSITY OF MN - REGENTS	Registration for U of MN Invite	1/31/2018 0	N	USD	162.00
0716	44103	HSAC	8125	CH	3	7217	WEST MUSIC	Dorian Music	1/31/2018 0	N	USD	124.65
<b>Total</b>											<b>31,325.05</b>	

January 2018 Pcard

Card Holder	Transaction Date	Statement Date	Merchant Name	Transaction Amount	Notes
Belle P Activities	1/24/2018	1/27/2018	A. H. Hermel Company	827.14	
Belle P Activities	1/20/2018	1/27/2018	Berry Blendz.	351.00	
Belle P Activities	1/15/2018	1/27/2018	Pizza Plus	53.00	
Belle P Activities	1/19/2018	1/27/2018	Pizza Plus	125.00	
Belle P Activities	12/30/2017	1/27/2018	Pizza Plus	53.00	
Belle P Activities	1/11/2018	1/27/2018	Pizza Plus	245.00	
Belle P Activities	1/10/2018	1/27/2018	A. H. Hermel Company	156.94	
Belle P Activities	12/30/2017	1/27/2018	Pizza Plus	69.00	
Belle P Activities	12/30/2017	1/27/2018	Pizza Plus	53.00	
Belle P Activities	12/30/2017	1/27/2018	Pizza Plus	69.00	
Belle P Activities	12/29/2017	1/27/2018	Goldmedal Minneapolis	1,053.20	
Belle Plaine Comm Ed	1/24/2018	1/27/2018	Sdi Camps & Races	(69.50)	
Belle Plaine Comm Ed	1/24/2018	1/27/2018	Tfs*fisher Sci Atl	355.77	
Belle Plaine Comm Ed	1/19/2018	1/27/2018	Mills Fleet Farm 3500	63.39	
Belle Plaine Comm Ed	1/19/2018	1/27/2018	Mills Fleet Farm 3500	(74.52)	
Belle Plaine Comm Ed	1/18/2018	1/27/2018	Samsclub #6311	160.39	
Belle Plaine Comm Ed	1/16/2018	1/27/2018	Sdi*nfcaevents	139.00	
Belle Plaine Comm Ed	1/13/2018	1/27/2018	Mills Fleet Farm 3200	39.37	
Belle Plaine Comm Ed	1/13/2018	1/27/2018	Discount Steel -Mn	81.01	
Belle Plaine Comm Ed	1/12/2018	1/27/2018	Mills Fleet Farm 3500	57.88	
Belle Plaine Comm Ed	1/12/2018	1/27/2018	Ruck S Meat Processing	182.19	
Belle Plaine Comm Ed	1/12/2018	1/27/2018	Coborn S Superstore	16.45	
Belle Plaine Comm Ed	1/12/2018	1/27/2018	Joann Stores #2191	29.97	
Belle Plaine Comm Ed	1/5/2018	1/27/2018	Coborn S Superstore	49.99	
Belle Plaine Comm Ed	12/31/2017	1/27/2018	Joann Stores #2283	19.36	
Belle Plaine Comm Ed	12/31/2017	1/27/2018	Dollartree	72.00	
Belle Plaine Comm Ed	12/31/2017	1/27/2018	Michaels Stores 3747	27.78	
Belle Plaine High School	1/20/2018	1/27/2018	Doubletree Bloomington	391.70	
Belle Plaine High School	1/14/2018	1/27/2018	Hotel Winneshiek	166.88	
Belle Plaine High School	1/15/2018	1/27/2018	Mabes Pizza & Restaura	76.30	
Belle Plaine High School	1/13/2018	1/27/2018	2co*mbda.Org 2co.Com	40.00	
Belle Plaine High School	1/11/2018	1/27/2018	Mmea	165.00	
Belle Plaine High School	1/11/2018	1/27/2018	Nafme	135.00	
Belle Plaine High School	1/11/2018	1/27/2018	Amazon Mktplace Pmts	25.51	

January 2018 Pcard

Card Holder	Transaction Date	Statement Date	Merchant Name	Transaction Amount	Notes
Belle Plaine High School	1/9/2018	1/27/2018	Amazon Mktplace Pmts W	173.88	
Belle Plaine High School	1/2/2018	1/27/2018	Amazon Mktplace Pmts	(42.10)	
Belle Plaine High School	1/2/2018	1/27/2018	Wm Supercenter #3513	106.20	
Belle Plaine Sd	1/25/2018	1/27/2018	Friends Of Comm Matrix	6.00	
Belle Plaine Sd	1/26/2018	1/27/2018	Sealife Minnesota	72.50	
Belle Plaine Sd	1/25/2018	1/27/2018	Curriculum Assoc	390.88	
Belle Plaine Sd	1/23/2018	1/27/2018	Metro Transit Web Sale	180.00	
Belle Plaine Sd	1/23/2018	1/27/2018	Wps	491.70	
Belle Plaine Sd	1/19/2018	1/27/2018	Ets*parapro Services	55.00	
Belle Plaine Sd	1/17/2018	1/27/2018	Ncs Pearson	916.23	
Belle Plaine Sd	1/17/2018	1/27/2018	Ncs Pearson	466.08	
Belle Plaine Sd	1/10/2018	1/27/2018	Scr*allegro	58.52	
Belle Plaine Sd	1/6/2018	1/27/2018	Ncs Pearson	98.00	
Belle Plaine Sd	1/4/2018	1/27/2018	Coborn S Superstore	13.04	
Belle Plaine Sd	1/3/2018	1/27/2018	Coborn S Superstore	91.59	
Chatfield Elementary	1/26/2018	1/27/2018	Best Buy Co 00024646	(962.99)	
Chatfield Elementary	1/17/2018	1/27/2018	Bestbuycom805527336916	1,283.99	
Chatfield Elementary	1/17/2018	1/27/2018	Bestbuycom805527336916	32.20	
Chatfield Elementary	1/17/2018	1/27/2018	Bestbuycom805527346915	962.99	
Chatfield Elementary	1/17/2018	1/27/2018	Bestbuycom805527346915	32.20	
Chatfield Elementary	1/15/2018	1/27/2018	Amazon Mktplace Pmts	59.11	
Chatfield Elementary	1/8/2018	1/27/2018	Coborn S Superstore	42.58	
Chuck Keller	1/17/2018	1/27/2018	Norcostco	68.40	
Chuck Keller	1/16/2018	1/27/2018	Southbridge Shakopee C	107.18	
Chuck Keller	1/15/2018	1/27/2018	Coborn S Superstore	39.59	
Chuck Keller	1/13/2018	1/27/2018	Menards Mankato Mn	182.62	
Chuck Keller	1/14/2018	1/27/2018	Coborn S #2038	7.72	
Chuck Keller	1/6/2018	1/27/2018	Genesis Town & Country	191.32	
Chuck Keller	1/4/2018	1/27/2018	Register.Cordonco.Com	105.75	
Chuck Keller	1/4/2018	1/27/2018	Register.Cordonco.Com	105.75	
Chuck Keller	1/4/2018	1/27/2018	Register.Cordonco.Com	105.75	
Chuck Keller	1/4/2018	1/27/2018	Register.Cordonco.Com	105.75	
Chuck Keller	1/4/2018	1/27/2018	Register.Cordonco.Com	105.75	
Chuck Keller	12/28/2017	1/27/2018	North American Safety,	136.32	

January 2018 Pcard

Card Holder	Transaction Date	Statement Date	Merchant Name	Transaction Amount	Notes
Kris Davis	1/26/2018	1/27/2018	Usps Po 2607300172	6.70	
Kris Davis	1/26/2018	1/27/2018	Vzwrlls*apocc Visb	879.43	
Kris Davis	1/25/2018	1/27/2018	Genesis - Belle Plaine	358.04	
Kris Davis	1/27/2018	1/27/2018	Minnesota School Board	370.00	
Kris Davis	1/19/2018	1/27/2018	Usps Po 2607300172	160.85	
Kris Davis	1/19/2018	1/27/2018	Smart Keyboard Solutio	73.30	
Kris Davis	1/12/2018	1/27/2018	Metro Sales Inc.	2,858.99	
Kris Davis	1/12/2018	1/27/2018	Usps Po 2607300172	44.20	
Kris Davis	1/11/2018	1/27/2018	Pri*klockit/Genevastyl	82.20	
Kris Davis	1/5/2018	1/27/2018	Waste Mgmt Wm Ezpay	681.39	
Kris Davis	1/5/2018	1/27/2018	Waste Mgmt Wm Ezpay	680.27	
Kris Davis	1/5/2018	1/27/2018	Waste Mgmt Wm Ezpay	243.67	
Kris Davis	1/5/2018	1/27/2018	Usps Po 2607300172	742.20	
Kris Davis	1/5/2018	1/27/2018	Waste Mgmt Wm Ezpay	503.65	
Kris Davis	1/4/2018	1/27/2018	Metro Sales Inc.	643.25	
Kris Davis	1/2/2018	1/27/2018	Plunketts	189.56	
Kris Davis	1/2/2018	1/27/2018	Plunketts	218.25	
Kris Davis	1/2/2018	1/27/2018	Plunketts	158.06	
Kris Davis	1/2/2018	1/27/2018	Plunketts	242.96	
Oak Crest Elementary	1/22/2018	1/27/2018	Www.iowasafeschools.Or	315.00	
Oak Crest Elementary	1/20/2018	1/27/2018	Amazon Mktplace Pmts	29.26	
<b>Total</b>				<b>20,476.93</b>	

**John Bergs**  
*Activities Director*  
**Margot Hansen**  
*Curriculum & Assessment Director*  
**Jeff Heine**  
*Buildings & Grounds Director*



**Chuck Keller**  
*Business Manager*  
**Mary Mesler**  
*Student Support Services Director*  
**Mindy Chevalier**  
*Community Ed Director*

DATE OF BOARD MEETING: February 26, 2018  
 SUBJECT: Gifts and Donations  
 RECOMMENDATION: Approve

Therefore, the Director of Finance and Operations recommends the following resolution:

WHEREAS, School Board Policy #706 establishes guidelines for the acceptance of gifts/donations to the District; and

WHEREAS, Minnesota Statute 465.03 states the School Board may accept a gift, grant, or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members; and

BE IT RESOLVED that the School Board of Independent School District No. 716 accept with appreciation the following gifts/donation and permit their use as designated by the donor(s).

**DETAIL OF GIFTS/DONATIONS:**

Date	Donor	Item and Nature of Donation/Gift	Amount
01.05.2018	Mary Nesgoda	Food Service – Assist Underfunded Students	50.00
01.16.2018	Belle Plaine PAWS Football Association	Community Education – Football Helmets	999.86
01.26.2018	Belle Plaine PTO	Oak Crest – 6 <sup>th</sup> Grade Arn Kind Presentation	500.00
01.26.2018	Mary Nesgoda	Food Service – Assist Underfunded Students	50.00
01.18.2018	Theresa Kuhlmann	General Support	45.00
01.15.2018	James Wire, MD	SH Band -	1,000.00



**Community Education/Community Services Report**  
**Mindy Chevalier**  
**February, 2018**

**Youth Rec/Youth Enrichment/Drivers Training**

- We are starting to wrap up our Youth Rec programming for the winter! It's been a great winter with all of activities and it wouldn't be possible without all of our volunteer coaches and parents!
- We hosted a record number of events in our community ed basketball programs 4th-6th grade and it wouldn't have been possible without our great parent and community members supporting the program! Special thank you to Dorothy for giving up multiple Friday nights setting up and Saturday's facilitating the contests & concession stand.
- Drivers training starts Monday, February 19th.
- Family Open Gym Night continues on Sunday's from 5:00-6:30pm.

**Preschool/Kids Co/Wraparound**

- We will have a Preschool registration/information night that coincides with Kindergarten Orientation again this year on March 6th from 4pm-6pm at Chatfield Elementary. Kids Co and Wraparound programs will also be available to promote programming and answer questions.
- February is I LOVE TO READ month. Let us know if you would like to read to your child's class!

**ECFE**

- Pop In and Play - Drop in any time and try different activities with your child. Play with new toys and meet new friends! Birth - 5yr olds. Wednesday's: Feb 21, 28 & March 7 & 14.
- Baby and Me - Have a baby? Want to get out of the house and meet new people? This is the class for you! Tuesdays in March and April.

**Adult Rec/Enrichment**

- Line Dance Exercise begins Wednesday's Level I - 6:00-7:00pm and Level II from 7:00-8:00pm @ Oak Crest Elementary.
- Pilates has been extended! February through May! There are multiple options for participation including a punch card option.
- AARP Smart Driver Course (refresher) is Tuesday March 13th from 1:00-5:00pm.

**Outreach & City Programs & Communication**

- Wednesday, February 13th was the Community Center Public Meeting. Thanks to Mayer Meyer for his presentation as well as the work and presence of the staff. We had Large pictures of the facility, a fly through video and the information presented was excellent. There was a survey taken that night either onsite or people could take it online to express their interest in joining as well as a question about insurance reimbursement option. We were very pleased with the turnout, questions asked and support for the project.
- Chelsea, Dorothy and I have been working hard on completing the Spring/Summer Brochure for publication the end of March.

**Dave Krefl**  
*Jr/Sr High Principal*  
**Mindy Chevalier**  
*Asst. Jr/Sr High Principal*  
*Community Ed Director*  
**Liann Hanson, Ph.D.**  
*Oak Crest Elementary Principal*  
**Kim DeWitte**  
*Chatfield Elementary Principal*



**Ryan Laager, Ed.D., Superintendent**

**Mary Mesler**  
*Student Support Services Director*  
**John Bergs**  
*Activities Director*  
**Margot Hansen**  
*Curriculum & Assessment Director*  
**Jeff Heine**  
*Buildings & Grounds Director*  
**Chuck Keller**  
*Business Manager*

## February 2018 Board Report

### Belle Plaine School District #0716 Student Support Services Update

- Due Processing Monitoring update: All citation corrections were completed by 2/23/18. Staff worked hard to make these corrections and now the Compliance and Monitoring Department at MDE will review the corrections. Corrections were submitted on Monday, 2/26.
- Paraprofessional observations are continuing. Evaluations will be completed in the Spring and 1:1 meetings to review the evaluations will be scheduled.
- Working with Jr/Sr High PLC to research assistive technology tools to support student learning and increase student independence. The goal is to create a small learning lab where students can study, write papers, have tests read to them via technology, etc. Staff have researched technology used by students with disabilities at post-secondary institutions, such as Mankato State, U of M, and Normandale, so that our students can learn to use technology that they may be using when attending a post-secondary school.
- Paraprofessional Week was the week of 1/22/18. Thank yous and a small gift were given to each Special Services Paraprofessional in appreciation for all that they do.
- Worked with the ADSIS staff and Kim DeWitte to submit our mid-year ADSIS progress report.
- 2/9/18 - Attended the Regional Director meeting in Plymouth and following the RDC meeting, attended the SouthWest Metro Director meeting

**Belle Plaine Public Schools**  
**Independent School District #716**  
**Revised Financial Projection Assumptions for FY19**

**Proposed:** February 5, 2018  
**Approved:**

**Revised:**

1. Enrollment:  
Kindergarten = **144** for '18-19 Total enrollment for next year pre-K through grade 12 = 1,615 See enrollment projection sheet.
2. General Education Revenue increase will be 2% for FY19 to \$6,312
3. Literacy Aid will continue in FY19 with an approximate allocation of \$88,000
4. Location Equity Revenue @ \$424/ppu = \$750,000.  
Board Approved Referendum at \$300/ppu = \$530,000.- Authorized until Pay 2018 Levy  
Total Revenue = \$1,280,000  
Based on resident PU estimate of 1,767.80- Pay 2018 Levy
5. Special Education aid will increase by 2%.
6. District will allocate \$50,000 toward staff development.
7. Salary/ benefits for all employees will increase 3% next year to allow for Steps and Lane increases for current contracts.
8. District health insurance costs will increase at 4%.
9. Operating Capital Revenue of \$275,676.  
-Refer to 2018-19 Operating Capital Plan
10. Software license agreements will be \$170,000.
11. LTFM Revenue of \$0. Bonded for 2018-19 and 2019-20 in FY 2017-18/  
-Refer to 2018-19 LTFM Plan.
12. 403(b) expenses will increase at 5%.
13. All other expenses will increase at 2%.
14. 1 to 1 Equipment Lease annual expense for iPad program is \$267,000.

**Model Inputs**

PPA Rate: \$ 0.1150  
 Yearly Escalator: 0.00%  
 Bill Credit \$ 0.1030  
 Bill Credit Escalator: 2.75%  
 REC \$ 0.02  
 Total Bill Credit (Year 1) \$ 0.1230

Total Subscription (kWh): 2,100,000  
 Term (Years): 25  
 Degradation Factor: 0.25%

*Renewable Credit*

Year	Total kWh	Bill Credit*	REC	Total Bill Credit	PPA Rate	Bill Savings= kWh x (Bill Credit + REC)	Solar Payments= PPA x kWh	Annual Savings	Cumulative Savings
Year 1	2,100,000	\$0.1030	\$0.02	\$0.1230	\$0.1150	\$258,300	\$241,500	\$16,800	\$16,800
Year 2	2,094,750	\$0.1058	\$0.02	\$0.1258	\$0.1150	\$263,588	\$240,896	\$22,691	\$39,491
Year 3	2,089,513	\$0.1087	\$0.02	\$0.1287	\$0.1150	\$269,010	\$240,294	\$28,716	\$68,207
Year 4	2,084,289	\$0.1117	\$0.02	\$0.1317	\$0.1150	\$274,570	\$239,693	\$34,877	\$103,084
Year 5	2,079,079	\$0.1148	\$0.02	\$0.1348	\$0.1150	\$280,272	\$239,094	\$41,178	\$144,263
Year 6	2,073,881	\$0.1180	\$0.02	\$0.1380	\$0.1150	\$286,119	\$238,496	\$47,623	\$191,885
Year 7	2,068,696	\$0.1212	\$0.02	\$0.1412	\$0.1150	\$292,115	\$237,900	\$54,215	\$246,100
Year 8	2,063,524	\$0.1245	\$0.02	\$0.1445	\$0.1150	\$298,263	\$237,305	\$60,957	\$307,057
Year 9	2,058,366	\$0.1280	\$0.02	\$0.1480	\$0.1150	\$304,566	\$236,712	\$67,854	\$374,912
Year 10	2,053,220	\$0.1315	\$0.02	\$0.1515	\$0.1150	\$311,030	\$236,120	\$74,910	\$449,822
Year 11	2,048,087	\$0.1351	\$0.02	\$0.1551	\$0.1150	\$317,658	\$235,530	\$82,128	\$531,950
Year 12	2,042,966	\$0.1388	\$0.02	\$0.1588	\$0.1150	\$324,454	\$234,941	\$89,513	\$621,463
Year 13	2,037,859	\$0.1426	\$0.02	\$0.1626	\$0.1150	\$331,423	\$234,354	\$97,069	\$718,532
Year 14	2,032,764	\$0.1466	\$0.02	\$0.1666	\$0.1150	\$338,567	\$233,768	\$104,799	\$823,332
Year 15	2,027,683	\$0.1506	\$0.02	\$0.1706	\$0.1150	\$345,893	\$233,183	\$112,710	\$936,041
Year 16	2,022,613	\$0.1547	\$0.02	\$0.1747	\$0.1150	\$353,404	\$232,601	\$120,804	\$1,056,845
Year 17	2,017,557	\$0.1590	\$0.02	\$0.1790	\$0.1150	\$361,105	\$232,019	\$129,086	\$1,185,931
Year 18	2,012,513	\$0.1634	\$0.02	\$0.1834	\$0.1150	\$369,001	\$231,439	\$137,562	\$1,323,493
Year 19	2,007,482	\$0.1678	\$0.02	\$0.1878	\$0.1150	\$377,097	\$230,860	\$146,236	\$1,469,730
Year 20	2,002,463	\$0.1725	\$0.02	\$0.1925	\$0.1150	\$385,397	\$230,283	\$155,114	\$1,624,843
Year 21	1,997,457	\$0.1772	\$0.02	\$0.1972	\$0.1150	\$393,907	\$229,708	\$164,199	\$1,789,043
Year 22	1,992,463	\$0.1821	\$0.02	\$0.2021	\$0.1150	\$402,631	\$229,133	\$173,498	\$1,962,541
Year 23	1,987,482	\$0.1871	\$0.02	\$0.2071	\$0.1150	\$411,576	\$228,560	\$183,016	\$2,145,557
Year 24	1,982,513	\$0.1922	\$0.02	\$0.2122	\$0.1150	\$420,747	\$227,989	\$192,758	\$2,338,315
Year 25	1,977,557	\$0.1975	\$0.02	\$0.2175	\$0.1150	\$430,149	\$227,419	\$202,730	\$2,541,045

\* Assumes 2.75% Bill Credit Escalator

## **SUBSCRIPTION AGREEMENT FOR A SOLAR\*REWARDS COMMUNITY PROJECT**

This Amended and Restated Subscription Agreement (hereafter "Agreement") for participation in an approved Solar Rewards-Community Project of Northern States Power Company (hereafter "the Utility") is entered into by New Energy Equity, LLC, a Maryland limited liability company (hereafter "Operator"), and Belle Plaine Public Schools, a retail electric utility customer of Northern States Power (hereinafter "Subscriber"), pursuant to Minnesota Statutes 216B.1641 and Section 9 - Cogeneration and Small Power Production of the Utility's Minnesota Electric Rate Book (hereinafter "the Tariff"), each of which as may be amended or supplemented from time to time. Operator and Subscriber may hereinafter be referred to individually as a Party or collectively as the Parties.

Pursuant to the terms and conditions of this Agreement, and in consideration of the mutual benefits provided herein to the Parties, the sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

### **RECITALS**

A. Operator intends to construct, own and operate certain solar energy facilities (hereinafter "the Project") at the following location(s) (hereinafter "the Sites") in the Utility's Minnesota service territory as outlined in Exhibit H

B. Operator intends to apply for and seek approval for the Project to sell electricity and energy attributes to the Utility under the terms and conditions of the Utility's Solar\*Rewards Community program as set forth in the Tariff.

C. The Project will be interconnected with the electrical grid and Operator intends to sell all of its power production to the Utility pursuant to a standard Solar\*Rewards Community contract between Operator and Utility, a copy of which will be provided to Subscriber and shall be attached to this Agreement as Exhibit B (hereinafter "the Solar\*Rewards Contract"). It is expressly understood by the Parties herein that this Subscription Agreement is subject to the terms and conditions of Exhibit B, and that Subscriber's benefits under this Agreement may be further defined and possibly limited by the terms of Exhibit B, which terms and conditions are fully incorporated herein as if set forth here in full, and which terms may be from time to time amended or revised directly or as a result of statutory and/or regulatory changes.

D. Subscriber represents and warrants that he/she is a qualifying retail customer of Utility and desires to enter into this Subscription Agreement for the purposes of receiving monetary benefits from the Project, including receiving credits on Subscriber's monthly Utility bills (the "Bill Credits") for Subscriber's

Utility account ("Utility Account") in keeping with the Solar\*Rewards Contract.  
Subscriber's Utility account is located at:

	<b>Account Number:</b>	<b>Premise Number:</b>	<b>Address:</b>
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

E. Capitalized terms used in this Agreement shall have the meanings set forth in Exhibit A or otherwise as specifically defined herein.

## THE SUBSCRIPTION AGREEMENT

### I. SUBSCRIPTION PURCHASE

1.1 Operator agrees to sell and Subscriber agrees to purchase a subscription to the Project that is intended to entitle Subscriber to receive Bill Credits on a monthly basis equivalent to Subscriber's share of the Project's monthly output, pursuant to the terms of the Tariff and for the term of this Agreement (the "Subscription") in exchange for purchasing a percentage share of the Project's monthly output. The value of the Bill Credits shall be calculated under the Tariff, as amended from time to time, which calculations shall include the size of Subscriber's Subscription (defined below), the Project's monthly energy production, and the values set forth in the Tariff for Subscriber's applicable retail rate ("ARR") and any renewable energy credits ("RECs") or other energy attributes ("attributes") produced by the Project that are sold by Operator to the Utility.

1.2 The Subscriber's Subscription is equal to 40% of the monthly output from the Project. Subscriber agrees to purchase a Subscription of no more than 2,100,000 kWh (DC) annually of the Project's total nameplate capacity.

1.3 As consideration for this Subscription Agreement, Subscriber agrees to pay Operator an amount equal to 40% of the monthly output from the Project (as and when the output is produced and Subscriber receives its corresponding Bill Credits) times the Energy Price in effect at the time of delivery as set forth in Article IX.

### II. TERM AND TERMINATION

2.1 The term of this Agreement shall begin on the "Effective Date," as established by the date of the last signatory below, and shall expire on the same date as the expiration of the Solar\*Rewards Contract referred to above (the "Term"), unless terminated sooner by one or both of the Parties.

2.2 If the Date of Commercial Operation has not occurred within two years of the Effective Date, then either Party may terminate this Agreement, without liability, upon providing notice to the other Party.

2.3 In addition, Operator may terminate this Agreement:

- a. Upon sixty (60) days prior notice to Subscriber before the Date of Commercial Operation;

b. Upon notice to Subscriber, in the event that the Solar\*Rewards contract is terminated for any reason other than as provided in Section 2.4(c) below; and

c. Upon thirty (30) days prior notice to Subscriber in the event of an uncured Event of Default by Subscriber.

2.4 Subscriber may terminate this Agreement, upon sixty (60) days prior notice to Operator, if:

a. Operator fails to achieve the Date of Commercial Operation within eighteen (18) months of execution of this Agreement;

b. Operator fails to perform under this Agreement due to an event of Force Majeure materially affecting Subscriber's Subscription which lasts more than twelve (12) months;

c. Upon thirty (30) days prior notice to Operator in the event of an uncured Event of Default by Operator;

d. The Solar\*Rewards contract has been terminated due to a breach by Operator or Utility; and

### **III. UTILITY AGREEMENT**

3.1 Subject to the terms and conditions of the Solar\*Rewards contract, Operator will sell 100 percent of the Project's energy production to Utility.

3.2 The sale of energy to Utility shall begin on the date that the Project's commercial operation is approved for sale under the Solar\*Rewards contract and shall continue for the term of the Solar\*Rewards contract, which shall also correspond with the date the Subscriber's bill credits begin to accrue.

3.3 Operator shall have sole responsibility for resolving any disputes with Utility regarding the amount of energy production from the Project, and shall also have sole discretion over any such resolution.

3.4 Subscriber shall be solely responsible for resolving any disputes with Utility regarding the rate applied to energy production and the amount of the Bill Credits paid to Subscriber, as defined and governed by the Tariff. Any conflict between the terms of this Agreement and the Tariff shall be resolved in favor of the Tariff.

### **IV. General Representations and Warranties**

Each Party represents and warrants to the other Party:

4.1 If the Party is an entity, that it is duly organized, validly existing, and in good standing in the jurisdiction of its organization and is qualified to do business in the State of Minnesota. If the Party is an individual, that he/she is over the age of 18 and is otherwise competent to enter this agreement under the laws of the State of Minnesota.

4.2 That the Party has full legal capacity to enter into and perform this Agreement.

4.3 That the execution of this Agreement has been duly authorized and the person executing this Agreement on behalf of the Party has full authority to bind the Party.

4.4 To the best of its knowledge, there is no pending litigation, governmental action, proceeding, investigation or other legal process affecting or involving the Party's ability to carry out its obligations under this Agreement.

## **V. OPERATOR REPRESENTATIONS AND OBLIGATIONS**

5.1 Operator represents and warrants that it shall design, construct, own operate and maintain the Project consistent with prudent industry standards, codes and regulatory requirements and will use commercially reasonable efforts to maximize the production from the Project over the term of this Agreement.

5.2 Installation, operation, repairs and maintenance of Project's solar equipment shall be under the supervision of NABCEP certified professionals directly employed or working under the direction of Operator, and the Project's interconnection with the electrical grid shall be undertaken by an electrical contractor licensed in the State of Minnesota directly employed or working under the direction of Operator.

5.3 a. Operator shall maintain the Project's equipment and interconnection with the electrical grid consistent with industry standards and recommendations from equipment manufacturers.

b. Operator shall develop a written plan for operation and maintenance ("O&M") of the Project, to be incorporated into this Agreement as Exhibit C, and shall conduct operations and maintenance of the Project consistent with such written plan.

5.4 a. Operator shall maintain or cause to be in effect insurance coverage for liability and casualty losses associated with design, construction, operation or maintenance of the Project with a company or companies

licensed or otherwise authorized to do business in Minnesota, as required by the Tariff. Operator shall promptly produce evidence of such coverage to Subscriber upon request.

5.5 Operator shall provide timely notice of any unscheduled disruption in Project's energy production to Subscriber with an estimate of the duration of such disruption and any loss of energy production.

5.6 If the Project is out of service or production decreases for any reason other than for Force Majeure, curtailments by the Utility or MISO, a Subscriber Event of Default or any other cause beyond the control of the Operator, and such suspension of service or production decrease results in the generation of less than 80% of the monthly estimated power production for the applicable month specified in Exhibit I, then, with respect to any shortfall in generation in excess of 20% of such monthly estimated power production, the Operator agrees to reimburse Subscriber for the value attributable to the difference between the lost Bill Credits and the Energy Price, (the "Projected Savings"), in that month. Operator's reimbursement payments shall be due within thirty (30) days of receipt of Subscriber's invoice for the same. For example, if the Project produces only 75% of the estimated power production for a month, then the Operator will be required to reimburse the Subscriber for the Projected Savings for a 5% shortfall (i.e., the shortfall in generation in excess of 20%).

5.7 For purposes of questions, comments, complaints or other information regarding the Project, Subscriber may contact Operator as follows:

New Energy Equity, LLC  
2350 Riva Road Suite 200  
Annapolis, Maryland 21401

From time to time, Operator may designate another contact for the Project upon notice to Subscriber.

## **VI. SUBSCRIBER REPRESENTATIONS AND OBLIGATIONS**

6.1 Subscriber represents and warrants that it is a retail electrical customer of the Utility on the account described in Recital D above, meeting all of the criteria necessary for a subscriber to a Solar\*Rewards Community project.

6.2 Subscriber represents and warrants the premises served by the Utility accounts listed for its Subscription in Recital D are in the same county or an adjacent county as the Project Site or Sites in Recital A above.

6.3 Subscriber represents and warrants that the size of its Subscription is not greater than 120 percent of Subscriber's average total annual electrical demand

over the most recent 24 months for Subscriber's Utility Account (including all accounts at any of the premises subject to the Subscription.)

6.4 Subscriber agrees to provide such Utility Account information and usage data as may be required by the Utility or Operator for purposes of verifying Subscriber eligibility and providing Subscriber's Bill Credits. Subscriber agrees to promptly notify Operator of any actual or anticipated changes to Subscriber's usage data or factors that would materially impact Subscriber's eligibility for the Subscription.

6.5 Subscriber agrees to execute Utility's Solar\*Rewards Community Subscriber Agency Agreement and Consent, which is attached hereto as Exhibit D.

6.6 Subscriber acknowledges and agrees that, aside and apart from the calculations of Bill credits, it will have no interest in any environmental or compliance value associated with its Subscription in the energy production of the Project (including RECs), any tax benefits arising from ownership or operation of the Project, or any incentives associated with the Project under the Minnesota Department of Commerce's Made in Minnesota program, Utility's Solar Rewards program, or similar programs, other than those set forth herein. Subscriber acknowledges that RECs associated with the Project will be sold by Operator to the Utility under the Solar\*Rewards Contract, and the value of such RECs will be included in the Bill Credits paid to Subscriber by Utility.

## **VII. ANNUAL REPORT**

Operator shall provide Subscriber with an annual report on the Project no later than April 1 of each year for the previous 12-month period from January through December. The annual report will include detailed information on the following aspects of the Project in addition to such information as the Operator shall deem relevant to the Subscriber's understanding of the Project and its operation:

- (1) Total annual energy production;
- (2) Typical Meteorological Year (TMY) data for the location closest to the Project site at which complete TMY data is available;
- (3) Analysis of the effect TMY data had on energy production;
- (4) Warranty actions or insurance claims submitted on behalf of the Project;
- (5) Delinquencies or default actions taken against any subscribers;
- (6) Estimated environmental benefits for the report period and aggregated benefits since the start of commercial operations;

## **VIII. ASSIGNMENT OF SUBSCRIPTIONS**

8.1 Subscriber shall not assign this Agreement without the consent of Operator, such consent not to be unreasonably withheld.

8.2 In the event that Subscriber terminates this Agreement during the Term because it will no longer obtain electric service from Utility through the Subscriber Account set forth in Recital F above, Subscriber shall use commercially reasonable efforts to facilitate discussions between Operator and a successor Subscriber or occupant of the Premises regarding the sale of a subscription to such new Subscriber or occupant pursuant to an assignment of this Agreement acceptable to Operator. In the event that the Operator accepts such an assignment or enters into an agreement with such new Subscriber or occupant for the sale of a subscription on terms at least as favorable to Operator as this Agreement, the Subscriber shall have no further liability to Operator. Otherwise, Subscriber shall be liable to Operator for damages in accordance with the provisions of Article XII and XIII.

8.3 Subscriber shall be responsible for determining eligibility of the Assignee and securing all necessary information regarding the Assignee's premises and account information as well as execution of Utility's Data Solar\*Rewards Community Subscriber Agency Agreement and Consent Form and Data Privacy Policy form. Operator reserves the right to perform its own due diligence on the eligibility of the Assignee to be a subscriber to the Project under the terms of the Tariff and maintains the right to withhold consent to any proposed transfer, in its sole discretion, upon a determination by Operator of Assignee's ineligibility under paragraph 8.2 above.

8.4 Operator shall update information with Utility within 10 business days of receiving notice that an approved transfer is complete for purposes of reallocating Bill Credits associated with the Subscription to transferee which will be prorated as of the date of transfer.

## **IX. SUBSCRIPTION FEES AND EXPENSES**

### **9.1 Subscription Fees**

(a) Invoicing. Operator shall invoice Subscriber for Energy monthly. Operator shall deliver each invoice within thirty (30) Business Days after the end of each monthly billing period. Each invoice shall set out the amount of Energy delivered in kWh during such billing period, the then-applicable Energy Price, as set forth on Exhibit F, and the total amount then due to Operator, including any taxes assessed on the sale of Energy to Subscriber. The amount due shall be prorated for any partial month during the Term. Such invoice shall include sufficient details so that Subscriber can reasonably confirm the accuracy of the invoice. Subscriber shall pay the amount due to Operator within thirty (30) Business Days after receipt of each invoice. Payments not made within 30 days

of receipt of Operator's invoice shall be subject to a penalty equal to one (1) percent per month of the invoiced amount until paid.

(b) Operator agrees to work in good faith with Subscriber to establish a system of invoicing and payment that is as efficient as possible for Subscriber and is as consistent as possible with Subscriber's system for accounts payable.

## **X. ASSIGNMENT**

10.1 Subscriber may not assign its interest or obligations under this Agreement except as provided in Article VIII.

10.2 Operator may assign any or all of its interests and obligations in this Agreement upon notice to Subscriber of such assignment. Any assignee shall be subject to the terms and conditions of this Agreement unless otherwise agreed to in writing by Subscriber.

10.3 The Parties acknowledge that Operator may obtain construction and long-term financing, other credit support or tax equity financing, either directly or through an affiliate, from financing parties in connection with the development and ownership of the Project (the "Project Financing"). Both Parties agree in good faith to consider and to negotiate changes or additions to this Agreement that may be reasonably requested by the financing parties in order to support the Project Financing.

10.4 The Parties agree that, in accordance with Section 10.3, Operator may assign this Agreement to a tax equity partnership or a third party Project owner, or to financing parties as collateral to support the Project and Operator's obligations to such financing parties.

10.5 In connection with any such assignment by Operator, Subscriber agrees that an assignee or financing parties shall be entitled to (i) assume the rights and obligations of Operator under this Agreement; (ii) receive copies of certain notices hereunder that Subscriber may provide to Operator; (iii) have the same extended cure periods to cure any defaults by Operator hereunder; and (iv) be provided other similar or related benefits or protections as reasonably requested by the owner and/or financing parties to support the Project Financing.

## **XI. TAXES**

Operator makes no representations concerning the taxable consequences to Subscriber with respect to Bill Credits or any other aspect of this Agreement.

## **XII. CALCULATION OF ESTIMATED BENEFITS TO SUBSCRIBER**

Subscriber acknowledges receiving a Calculation of Estimated Benefits from this project and understands that said calculation is an estimate of the ongoing costs and benefits subscriber may anticipate. Said Calculation of Estimated Benefits is attached hereto as Exhibit G, and Subscriber specifically acknowledges that the Calculation is an estimate based upon several variables that may change, resulting in a change in the amount and nature of the benefits.

### **XIII. DEFAULT**

Upon the occurrence of, and during the continuation without cure of, an Event of Default, the Non-Defaulting Party shall have the option, but not the obligation, to terminate this Agreement, and the Defaulting Party shall be liable to the Non-Defaulting Party for damages for Default. The following shall constitute an Event of Default by a Party:

13.1 Either party fails to make any material payment due under this Agreement within thirty (30) days after delivery of notice from the other Party that such payment is overdue.

13.2 Except as provided in 13.1 above, the Party materially fails to perform or comply with any representation, warranty, obligation, covenant or agreement set forth in this Agreement and such failure continues for a period of thirty (30) days after delivery of notice thereof from the other Party, provided if it cannot reasonably be cured within such thirty day cure period, the defaulting Party will have such additional time as needed (not to exceed an additional thirty (30) days) provided that the defaulting Party promptly commences and diligently pursues cure and continues such cure to completion, and provided that such extended period of cure does not materially adversely affect the other Party.

13.3 The Party is subject to a petition for dissolution or reorganization voluntary or involuntary, under the U.S. Bankruptcy Code. In the case of an involuntary proceeding filed against a Party by a third party, such Party shall have sixty (60) days to have such proceeding or petition dismissed before it matures into an Event of Default.

#### **13.4 Remedies for Default**

13.4.1 If a Subscriber Event of Default occurs, (i) Operator shall have the right to terminate this Agreement upon thirty (30) days prior written notice to Subscriber, and (ii) Subscriber shall be liable to Operator for actual, direct Damages.

13.4.2 If an Operator Event of Default occurs, then Subscriber shall have the right to terminate this Agreement upon thirty (30) days prior written notice to Operator. Subscriber may exercise any remedy it may have at law or equity, including recovering from Operator all resulting damages, which damages may include, but

not be limited to, Projected Savings for the remainder of the Term of this Agreement (as depicted in Exhibit G to this Agreement).

13.4.3 Subscriber shall be liable to Operator for any actual, direct Damages, including but not limited to lost revenues for the sale of Energy caused by a Subscriber Event of Default, as defined herein under Section 13.4.4.

13.4.4 Operator may exercise any remedy it may have at law or equity, including recovering from Subscriber all resulting damages, which damages may include, but not be limited to, projected payments for Energy generated for the remainder of the Term of this Agreement, any loss or damage to Operator due to lost or recaptured Environmental Attributes or Environmental Incentives, including, without limitation, lost revenue from the sale of Environmental Attributes to third parties (including any damages due to the early termination of any agreement for such sale), and the recapture of the investment tax credit under Section 48 of the Internal Revenue Code, and accelerated depreciation for the System; and all other amounts of any nature due under this Agreement (collectively, "the Damages").

13.4.5 The non-defaulting Party has a duty to make commercially reasonable efforts to mitigate its damages.

#### **XIV. REMEDIES; LIMITATION OF LIABILITY; INDEMNIFICATION**

14.1 Subject to the limitations set forth in this Agreement, the Parties each reserve and shall have all rights and remedies available to it at law or in equity with respect to the performance or non-performance of the other Parties hereto under this Agreement. Under no circumstances shall the total liability for either Party due to its breach of this Agreement exceed One Million Dollars (\$1,000,000).

14.2 EXCEPT AS EXPRESSLY ALLOWED HEREIN, NO PARTY SHALL BE LIABLE TO THE OTHER PARTY FOR SPECIAL, INDIRECT OR PUNITIVE DAMAGES OF ANY CHARACTER, RESULTING FROM, ARISING OUT OF, IN CONNECTION WITH OR IN ANY WAY INCIDENT TO ANY ACT OR OMISSION OF A PARTY RELATED TO THE PROVISIONS OF THIS AGREEMENT, IRRESPECTIVE OF WHETHER CLAIMS OR ACTIONS FOR SUCH DAMAGES ARE BASED UPON CONTRACT, WARRANTY, NEGLIGENCE, STRICT LIABILITY OR ANY OTHER THEORY AT LAW OR EQUITY.

14.3 Each Party shall defend, indemnify and hold harmless the other Party and the directors, officers, shareholders, partners, members, agents and employees of such other Party, and the respective affiliates of each thereof, from and against all loss, damage, expense liability and other claims, including court costs and reasonable attorney's fees (collectively "Liabilities") resulting from any third party actions relating to the breach of any representation or warranty in this Agreement and from injury to or death of persons, and damage to or loss of property to the extent caused by or arising out of the negligent acts or omissions of, or the willful

misconduct of, the indemnifying party. The party seeking indemnification hereunder shall notify the indemnifying Party in writing of any Liability asserted, or known to be under commencement, by a third party as soon as possible and cooperate with the indemnifying Party. The indemnifying Party shall immediately take control of the defense and investigation of Liabilities at the indemnifying Party's sole expense.

## **XV. DISPUTE RESOLUTION AND AMENDMENT**

15.1 The Parties shall make good faith efforts to resolve any claims, disputes or other matters related to this Agreement by mediation, the costs of which shall be shared equally by the parties. The mediator shall be jointly selected and if the parties cannot agree upon a mediator, this mediation requirement is waived. If mediation does not resolve the claim or dispute, either Party may invoke all legal remedies available to it, including without limitation the initiation of an action in district court.

15.2 This Agreement may be amended only by written agreement of both Parties.

## **XVI. FORCE MAJEURE**

16.1 Force Majeure shall mean any event or circumstance not within the control of the Parties to the extent that the circumstance could not be prevented or avoided by a Party, the event is not due to a Party's negligence or willful misconduct, or such an event is not the result of any failure of a Party to perform any of its obligations under this Agreement. Force Majeure events may include but are not limited to acts of God, war, terrorism, riot or civil unrest, labor strikes, fire, floods, epidemics, or hazardous materials existing on the Site prior to Operator's start of construction or during the period of Project's commercial operation.

16.2 Except as provided in Section 2.4(a) above, neither Subscriber nor Operator shall be considered in default or breach in the performance of their obligations under this Agreement to the extent that performance of any such obligation is prevented or delayed by a Force Majeure circumstance or event.

## **XVII. NOTICES**

Any notice required, permitted, or contemplated under this Agreement shall be in writing and addressed to the Party to be notified at the address set forth below or at such other address or addresses as a Party may designate for itself from time to time by notice hereunder. Such notices may be sent by registered U.S. Mail, personal delivery or recognized overnight courier, and shall be deemed effective upon receipt or, if by registered mail, three days after the postmarked date.

If to Operator:

New Energy Equity, LLC  
2350 Riva Road Suite 200  
Annapolis, Maryland 21401

If to Subscriber:  
Belle Plaine Public Schools  
130 South Willow Street  
Belle Plaine, Minnesota 56011

## **XVIII. MISCELLANEOUS**

18.1 Data provided to the Operator or received from the Operator under this Agreement shall be administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13.

18.2 Operator will maintain books, records, documents and other evidence directly pertinent to performance of the work under this Agreement in accordance with generally accepted accounting practices, including all meter production records and adjustments thereto. Operator will also maintain the financial information and data used in preparation or support of the cost submission for any negotiated Agreement amendment and provide electronic, printed or copied documentation to the Subscriber as requested. These books, records, documents, and data must be retained for at least 6 years after the term of the Agreement, except in the event of litigation or settlement of claims arising from the performance of this Agreement, in which case the Operator agrees to maintain them until the Subscriber and any of its duly authorized representatives have disposed of the litigation or claims.

18.3 This Agreement constitutes the entire agreement among the Parties relating to the Project and Subscription and supersedes any and all prior oral or written understandings.

18.4 This Agreement will be governed by and construed in accordance with the Laws of the State of Minnesota without regard to conflicts of law provisions.

18.5 Any provision of this Agreement found to be void, illegal or otherwise unenforceable shall not affect the validity or enforceability of the other provisions which shall not be affected and will continue in force.

18.6 This Agreement may not be amended, changed, modified, or altered unless such amendment, change, modification, or alteration is in writing and signed by each Party to this Agreement or its successor in interest. This Agreement inures to the benefit of and is binding upon the Parties and their respective successors and permitted assigns.

18.7 Each Party will perform all obligations under this Agreement as an independent contractor. Nothing herein contained shall be deemed to constitute

any Party a partner, agent or legal representative of another Party or to create a joint venture, partnership, agency or any relationship between the Parties.

18.8 Nothing contained in this Agreement shall be construed as an intent by Operator to dedicate the Project to public use or subject itself to regulation as a "public utility" (as such term may be defined under any applicable law).

18.9 This Agreement may be executed in counterparts, which shall together constitute one and the same agreement. Facsimile or portable document format (".PDF") signatures shall have the same effect as original signatures, and each Party consents to the admission in evidence of a facsimile or photocopy of this Agreement in any court or arbitration proceedings between the Parties.

**IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date:**

OPERATOR:

**New Energy Equity, LLC**

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

SUBSCRIBER

**Belle Plaine Public Schools**

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**EXHIBITS:**

- A. Definitions
- B. Solar\*Rewards contract
- C. Operation and Maintenance Plan
- D. Solar\*Rewards Community Subscriber Agency Agreement and Consent Form
- E. RESERVED
- F. Table of Energy Prices
- G. Calculation of Estimated Benefits to Subscriber
- H. Name and Locations for CSG Solar Gardens
- I. Monthly Estimated Power Production

## **Exhibit A**

### **Definitions**

“Agreement” has the meaning set forth in the preamble.

“ARR” has the meaning set forth in Section 1.1.

“Bill Credit(s)” has the meaning set forth in the recitals.

“Date of Commercial Operation” has the meaning set forth in the Solar\*Rewards contract.

“Energy” means a Subscriber’s share of the Project’s monthly energy production as set forth in Section 1.1.

“Energy Price” means, for any Subscription year, the applicable amount set forth on Exhibit F.

“Enhanced Bill Credit” has the meaning set forth in the Tariff.

“Event of Default” has the meaning set forth in Article XIII.

“Liabilities” has the meaning set forth in Section 14.3.

“O&M” means operations and maintenance of the Project.

“Operator” has the meaning set forth in the preamble.

“Production Month” has the meaning set forth in Section 9.1.

“Project” has the meaning set forth in the recitals.

“Project Financing” has the meaning set forth in Section 10.3.

“RECs” has the meaning set forth in the Solar\*Rewards contract.

“Site” has the meaning set forth in the recitals.

“Subscriber” has the meaning set forth in the preamble.

“Subscription” has the meaning set forth in Section 1.1.

“Tariff” has the meaning set forth in the preamble.

“Term” has the meaning set forth in Section 2.1.

“Utility” has the meaning set forth in the preamble.

“Utility Account” has the meaning set forth in the recitals.

“Solar\*Rewards” Contract has the meaning set forth in the recitals.

EXHIBIT B  
"SOLAR\*REWARDS" CONTRACT

**STANDARD CONTRACT FOR  
SOLAR\*REWARDS COMMUNITY**

THIS CONTRACT is entered into on the \_\_\_\_\_ day of \_\_\_\_\_, by Northern States Power Company, a Minnesota corporation and wholly owned subsidiary of Xcel Energy Inc., (hereafter called "Company") and \_\_\_\_\_ (hereafter called "Community Solar Garden Operator"). Together, the Company and Community Solar Garden Operator are the Parties.

**RECITALS**

The Community Solar Garden Operator is the operator of a Community Solar Garden with an established or planned solar photovoltaic electric generating facility with a nameplate capacity of \_\_\_\_\_ kilowatts of alternating current (AC), on property located at \_\_\_\_\_ ("Community Solar Garden"). The Community Solar Garden is a facility that generates electricity by means of a ground mounted or roof mounted solar photovoltaic device(s) whereby a Subscriber to the Community Solar Garden receives a Bill Credit for the electricity generated in proportion to the size of the Subscription.

The Community Solar Garden Operator is prepared to generate electricity in parallel with the Company.

**DEFINITIONS**

"Bill Credit" shall mean the dollar amount paid by the Company to each Subscriber as a credit on the Subscriber's retail electric service bill to compensate the Subscriber for its beneficial share of solar photovoltaic electricity produced by the Community Solar Garden and delivered to the Company from the Community Solar Garden.

"Bill Credit Rate" shall mean the then current applicable Bill Credit Rate as found in the Company's rate book applicable to the Solar\*Rewards Community Program. The Bill Credit Type is either the "Standard" Bill Credit or "Enhanced" Bill Credit found at that sheet in the rate book. The Standard Bill Credit is based on the applicable retail rate, which shall be the full retail rate, including the energy charge, demand charge, customer charge and applicable riders, for the customer class applicable to the Subscriber receiving the credit, and shall not reflect compensation for RECs. The "Enhanced" Bill Credit found at that sheet in the rate book is the sum of the Standard Bill Credit and the REC price and is the applicable Bill Credit Rate only where the Community Solar Garden Operator has made an election under Section 14.iii of this Contract to transfer the solar RECs to the Company. The REC prices embedded within the Enhanced Bill Credit are fixed for the duration of the term of this Contract and are fixed at the REC price in place at the time the Community Solar Garden has filed a completed application. Accordingly, the Standard and Enhanced Bill Credit rates will change over the term of this Contract and the Bill Credit Rate will be based on the then-current Standard or Enhanced Bill Credit as provided for in this Contract, but the REC value embedded within the Enhanced Bill Credit will not change during the Contract term. Once a Standard or Enhanced Bill Credit applies, that Bill Credit Type applies for the term of the Contract.

"Community Solar Garden Allocation" shall mean the monthly allocation, stated in Watts direct current (DC) as a portion of the total nameplate capacity of the Community Solar Garden, applicable to each Subscriber's Subscription reflecting each Subscriber's allocable portion of photovoltaic electricity produced by the Community Solar Garden in a particular Production Month.

"Community Solar Garden Operator" is identified above and shall mean the organization whose purpose is to operate or otherwise manage the Community Solar Garden for its Subscribers. A Community Solar Garden Operator may be an individual or any for-profit or non-profit entity permitted by Minnesota law.

"Community Solar Garden Site" is the location of the single point of common coupling located at the production meter for the Community Solar Garden associated with the parcel or parcels of real property on which the PV System will be constructed and located, including any easements, rights of way, and other real-estate interests reasonably necessary to construct, operate, and maintain the garden. Multiple Community Solar Garden Sites may be situated in close proximity to one another in order to share in distribution infrastructure.

"Community Solar Garden Statutory Requirements" are based on the provisions in Minn. Stat. § 216B.1641 and Minn. Stat. § 216B.1691, and for purposes of this Contract mean the following:

- a. The Community Solar Garden must have not less than five (5) Subscribers;
- b. No single Subscriber may have more than a forty (40) percent interest in the Community Solar Garden;

- c. The Community Solar Garden must have a nameplate capacity of no more than one (1) megawatt alternating current (AC);
- d. Each Subscription shall be sized to represent at least two hundred (200) watts of the Community Solar Garden's generating capacity;
- e. Each Subscription shall be sized so that, when combined with other distributed generation resources serving the premises of each Subscriber, the Subscription size does not exceed one hundred twenty (120) percent of the average annual consumption of electricity over the prior twenty four (24) months by each Subscriber to which the Subscription is attributed (based on the annual estimated generation of the PV System as determined by PVWATTS), provided that if historical electric energy consumption data is not available for a particular subscriber, the Company will calculate the estimated annual electric energy consumption under the process detailed in the Company's rate book applicable to the Solar\*Rewards Community Program.
- f. The Community Solar Garden must be located in the service territory of the Company;
- g. Each Subscriber to the Community Solar Garden must be a retail customer of the Company and each must be located in the same county or a county contiguous to where the Community Solar Garden Site is located; and,
- h. Customers who are exempt from the Solar Energy Standard (SES) under Minn. Stat. § 216B.1691, subd. 2(f)d, shall not participate in or subscribe to Community Solar Gardens.

"CSG Application System" or "Community Solar Gardens Application and Subscriber Management System" is the interactive, internet website-based interface maintained by or on behalf of the Company through which the Community Solar Garden Operator may establish qualifications, provide information and complete documents necessary for acceptance in the Company's Solar\*Rewards Community Program, and may enter or change the Monthly Subscription Information reflecting updated information for each Subscriber, including any changes to any Subscriber's name, account number, address, and Community Solar Garden Allocation.

"Date of Commercial Operation" shall mean the first day of the first full calendar month upon which commercial operation is achieved following completion of all Interconnection Agreement requirements and processes.

"House Power" shall mean the electricity needed to assist in the PV System's generation, including system operation, performance monitoring and associated communications, except for energy directly required for the local control and safe operation of the PV System. It also means other electricity used by the Community Solar Garden, such as for perimeter lighting, a visitor's center or any other structures or facilities at the Community Solar Garden Site.

"Interconnection Agreement" shall mean the Interconnection Agreement in Section 10 of the Company's rate book.

"Monthly Subscription Information" shall mean the information stored within the CSG Application System, as timely entered or changed by the Community Solar Garden Operator via the CSG Application System, setting forth the name, account number and service address each Subscriber holding Subscriptions in the Community Solar Garden, and the Community Solar Garden Allocation applicable to each such Subscriber's Subscription, reflecting each Subscriber's allocable portion of photovoltaic energy produced by the Community Solar Garden during a particular Production Month.

"Production Meter" shall mean the meter which will record the energy generated by the PV System only and which will be reported on the Solar Garden Operator's bill. The readings on the Production Meter showing the energy generated by the PV System will also be used to determine the RECs generated by the PV System.

"Production Month" shall mean the calendar month during which photovoltaic energy is produced by the Community Solar Garden's PV System and delivered to the Company at the Production Meter.

"PV System" shall mean the solar electric generating facility to be located at the Community Solar Garden, including the photovoltaic panels, inverter, output breakers, facilities necessary to connect to the Production Meter, protective and associated equipment, improvements, and other tangible assets, contract rights, easements, rights of way, surface use agreements and other interests or rights in real estate reasonably necessary for the construction, operation, and maintenance of the electric generating facility that produces the photovoltaic energy subject to this Contract.

“Subscribed Energy” means electricity generated by the PV System attributable to the Subscribers’ Subscriptions and delivered to the Company at the Production Meter on or after the Date of Commercial Operation.

“Subscriber” means a retail customer of the Company who owns one or more Subscriptions of a community solar garden interconnected with the Company.

“Subscriber’s Account Information” consists of the Subscriber’s name, account number, service address, telephone number, email address, web site URL, information on Subscriber participation in other distributed generation serving the premises of the Subscriber, and Subscriber specific Bill Credit(s).

“Subscriber’s Energy Usage Data” includes the past, present and future electricity usage attributable to the Subscriber for the service address and account number identified for participation in the Community Solar Garden.

“Subscription” means a contract between a Subscriber and the Community Solar Garden Operator.

“Term of the Contract” means the term of this contract which shall be the same as for the Interconnection Agreement applicable to the Community Solar Garden, and shall begin when this Contract is signed by the Parties and end twenty five (25) years after the Date of Commercial Operation unless otherwise provided below.

“Unsubscribed Energy” means electricity generated by the PV System and delivered to the Company at the Production Meter which is not Subscribed Energy and also includes electricity generated by the PV System and delivered to the Company prior to the Date of Commercial Operation.

## AGREEMENTS

The Community Solar Garden Operator and the Company agree:

1. Sale of Electricity Generated by the Community Solar Garden. Effective upon the Date of Commercial Operation, the Community Solar Garden shall sell and deliver to the Company at the Production Meter all of the photovoltaic energy produced by the PV System. Payment for the Subscribed Energy which is produced and delivered will be solely by a Bill Credit to Subscribers as detailed below. Payment for Unsubscribed Energy will be paid to the Community Solar Garden Operator at the then current: 1.) Company’s avoided cost rate (found in the Company’s rate book, Rate Code A51) for solar gardens of 40 kW (AC) capacity or larger, or 2.) Company’s average retail energy rate (found in the Company’s rate book, Rate Code A50) for solar gardens under 40 kW (AC) capacity. The Community Solar Garden Operator shall not sell any photovoltaic energy generated from the PV System, or any capacity associated with the PV System, to any person other than the Company during the term of this Contract, and the Company shall purchase and own all photovoltaic energy produced by the PV System. This Contract conveys to the Company all energy generated from the PV System and all capacity associated with the PV System for the Term of the Contract.

A. The Company will buy (through Bill Credits to the Subscribers) all Subscribed energy generated by the Community Solar Garden and delivered to the Company during a particular Production Month at the Bill Credit Rate. Each Subscriber to the Solar\*Rewards Community Program will receive a Bill Credit at the Bill Credit Rate for electricity generated attributable to the Subscriber’s Subscription. Each Subscriber will also be charged for all electricity consumed by the Subscriber at the applicable rate schedule for sales to that class of customer. If the Bill Credit exceeds the amount owed in any billing period, the excess portion of the Bill Credit in any billing period shall be carried forward and credited against all charges. All Bill Credits must be carried forward for at least a twelve (12) month cycle. The Company shall purchase all Bill Credits with the billing statement which includes the last day in February and restart the credit cycle on the following period with a zero credit balance. Consistent with Minn. R. 7820.3800, Subp. 2, the purchase of the Bill Credits will only be made when the Bill Credit amount is more than \$1 due for an existing customer or \$2 or more due a person or legal entity no longer a customer of the Company.

B. A copy of the presently filed Solar\*Rewards Community Program tariff of the Company’s rate book is attached to this Contract. The rates for sales and purchases of Subscribed Energy shall be changed annually or otherwise as provided by order of the MPUC. The Community Solar Garden Operator shall comply with all of the rules stated in the Company’s applicable electric tariff related to the Solar\*Rewards Community Program and the tariffed version of this Contract, as the same may be revised from time to time, or as otherwise allowed by an amendment to this Contract approved, or deemed approved, by the Minnesota Public Utilities Commission. In the event of any conflict between the terms of this Contract and Company’s electric tariff, the provisions of the tariff shall control.

C. For the purchases by the Company, the Company shall apply a Bill Credit each billing period to each Subscriber's bill for retail electric service at the Bill Credit Rate based upon the Subscriber's allocation as set forth in the Monthly Subscription Information applicable to the preceding Production Month. The Production Month to which the Bill Credit is applicable shall not necessarily match the billing period for the retail electric service bill in which the Bill Credit is applied.

D. For purposes of applying the Bill Credit to each Subscriber's bill, the Company shall be entitled to rely exclusively on the Monthly Subscription Information as timely entered by the Community Solar Garden Operator via the CSG Application System.

E. The correction of any allocation of previously-applied Bill Credits among Subscribers or payments to the Community Solar Garden Operator for Unsubscribed Energy, pertaining to a particular month due to any inaccuracy reflected in such Monthly Subscription Information with regard to a Subscriber's Subscription in the PV System and the beneficial share of photovoltaic energy produced by the PV System, or the share of Unsubscribed Energy, shall be the full responsibility of the Community Solar Garden Operator, unless such inaccuracies are caused by the Company.

2. House Power. The Company will sell House Power to the Community Solar Garden under the rate schedule in force for the class of customer to which the Community Solar Garden Operator belongs. The Community Solar Garden Operator shall be solely responsible for arranging retail electric service exclusively from the Company in accordance with the Company's Electric Rate Book. The Community Solar Garden Operator shall obtain House Power solely through separately metered retail service and shall not obtain House Power through any other means, and waives any regulatory or other legal claim or right to the contrary. Because the Company must purchase from the Community Solar Garden all energy generated by the Community Solar Garden, the Community Solar Garden may not use the energy it generates to be consumed by it. It may not net-out or use energy it generates for House Power. The Parties acknowledge and agree that the performance of their respective obligations with respect to House Power shall be separate from this Contract and shall be interpreted independently of the Parties' respective obligations under this Contract. Notwithstanding any other provision in this Contract, nothing with respect to the arrangements for House Power shall alter or modify the Community Solar Garden Operator's or the Company's rights, duties and obligations under this Contract. This Contract shall not be construed to create any rights between the Community Solar Garden Operator and the Company with respect to the arrangements for House Power.

### 3. Metering Charges and Requirements

A. Metering Charge per Month:  
Single Phase \$5.50  
Three Phase \$8.00

B. Two (2) Company-owned meters are required to be installed at each service location associated with each Community Solar Garden generation source subject to this Contract. One meter is located at the main service and will record energy delivered to the Community Solar Garden Operator from the Company. The second meter (the "Production Meter") will record energy generated by the PV System only. For the sake of clarity, the amount of energy used as House Power consists of that shown on the meter located at the main service plus electricity recorded as reverse flowing through the Production Meter. The Company shall install, or cause to be installed, own, operate and maintain the Production Meter to measure the AC production of the PV System, at the Community Solar Garden Operator's expense and including the cost of the Production Meter itself. Community Solar Garden Operator will provide all meter housing and socket replacement and rewiring to install both meters. Community Solar Garden Operator shall be charged monthly the metering charge for the main service meter. The metering charge assumes common use of all Company facilities up to the metering point, for both receipt and delivery of energy. Any additional facilities required by Company to accommodate the PV System will require Community Solar Garden Operator to pay an interconnection charge in advance.

4. Title, Risk of Loss, and Warranty of Title. As between the Parties, the Community Solar Garden Operator shall be deemed to be in control of the photovoltaic energy output from the PV System up to and until delivery and receipt by the Company at the Production Meter and the Company shall be deemed to be in control of such energy from and after delivery and receipt at such Production Meter. Title and risk of loss related to the photovoltaic energy shall transfer to the Company at the Production Meter. The Community Solar Garden warrants and represents to the Company that it has or will have at the time of delivery good and sufficient title to all photovoltaic energy output and/or the ability to transfer good and sufficient title of same to the Company. 5. Interconnection Requirements. The Community Solar Garden Operator must sign an Interconnection Agreement under Section 10 of the Company's rate book, and comply with all of the terms and conditions of that Interconnection Agreement except as otherwise specified in this Contract. The following additional interconnection terms also apply.

A. Term of Interconnection Agreement. While the Company's tariff pertaining to its Interconnection Agreement generally provides that the term of the Interconnection Agreement may be up to twenty (20) years, where the tariffed Interconnection Agreement is used in conjunction with this tariffed Contract, the term of the Interconnection Agreement may end twenty five (25) years after the Date of Commercial Operation.

#### 6. Community Solar Garden Requirements.

A. The Community Solar Garden Operator shall assure that each of the Community Solar Garden Statutory Requirements is met.

B. For each Subscriber, there must be a completed and fully-executed Subscriber Agency Agreement and Consent Form (Attachment "A" to this Contract) which is delivered to the Company prior to the Date of Commercial Operation, or prior to adding each Subscriber.

C. Code Compliance. The Community Solar Garden Operator shall be responsible for ensuring that the PV System equipment installed at the Community Solar Garden meets all applicable codes, standards, and regulatory requirements at the time of installation and throughout its operation.

D. Project Completion. The Company will determine whether an application from the Community Solar Garden Operator is complete within thirty (30) days of its submission to the Company and approve or reject the application based on engineering review within sixty (60) days of finding it complete unless the Community Solar Garden Operator has agreed to an extension. The date an application shall be considered to be submitted to the Company is the date on which the Community Solar Garden Operator has uploaded to the CSG Application System all documents and information to allow the Company to begin engineering review which include the following:

- (i) the contact information for the Community Solar Garden Operator;
- (ii) the Community Solar Garden information, including system location and specifications;
- (iii) application fee and deposit; and,
- (iv) engineering documents, including one line diagram, site plan and signed Interconnection application.

Where the Company has timely rejected an application, the Company will allow the Community Solar Garden Operator to provide additional documents or information and the sixty (60) day timeframe will begin anew for the Company to accept or reject the application. The Community Solar Garden Operator shall complete the project and the Date of Commercial Operation shall be within twenty-four (24) months from the Company finding that the application is complete. Failure of the Company to meet the timeframes for completing engineering studies and interconnection cost estimates set forth in the Commission's September 28, 2004 Order in Docket No. E999/CI-01- 1023 as implemented in Section 10 of the Company's rate book will extend this twenty-four (24) month period on a day-for-day basis. If the Date of Commercial Operation is not within this twenty-four (24) month period (including any day-for-day extension referenced above), then the Company will return the Deposit and the Community Solar Garden Operator, if it still intends to proceed with the project, will need to reapply and submit a new application fee and deposit.

E. [Intentionally left blank.]

F. Annual Report. The Community Solar Garden Operator shall issue (and provide to the Company and each Subscriber) public annual reports as of the end of the calendar or other fiscal year containing, at a minimum, the energy produced by the Community Solar Garden; audited financial statements including a balance sheet, income statement, and sources and uses of funds statement; and the management and operatorship of the Community Solar Garden Operator. The identity of specific Subscribers should not be listed in the public annual report, unless if there is explicit informed Subscriber consent. The Community Solar Garden Operator shall take care to preserve the privacy expectations of the Subscribers, such as not publicly providing the Subscriber's Account Information or Subscriber Energy Usage Data or Bill Credits, unless there is explicit informed consent or otherwise provided for in this Contract. Each Subscriber shall have an opportunity to submit comments to the Community Solar Garden Operator with a copy to the Company on the accuracy and completeness of the annual reports.

G. Audits. The Company reserves the right to inspect the PV System as necessary to assure the safety and reliability of the system at any time during the Term of this Contract, and for an additional period of one (1) year thereafter.

H. Application Fee. Upon application, and prior to the Company processing the application, the Community Solar Garden Operator must submit an application fee of \$1,200 to the Company. This application fee may be by check or wire transfer. The application fee is meant to cover the cost to the Company of processing the application.

I. Deposit. Upon application, and prior to the Company processing the application, the Community Solar Garden Operator must submit a deposit of an amount equal to \$100/kW to the Company. This Deposit may be submitted by check or wire transfer. Within thirty (30) days after either the Date of Commercial Operation or the date when the Community Solar Garden Operator informs the Company that it will no longer continue pursuing completion of the Community Solar Garden project, or if the Date of Commercial Operation does not occur within the twenty four (24) month timeline (including day-for-day extensions) detailed in Section 6.D above, the Company shall return to Community Solar Garden Operator the deposit paid. When the deposit qualifies to be returned to the Community Solar Garden Operator, it shall also include interest. Consistent with Minn. Stat. § 325E.02, the rate of interest will be set annually and will be equal to the weekly average yield of one-year United States Treasury securities adjusted for constant maturity for the last full week in November. The interest rate will be rounded to the nearest tenth of one (1) percent. The rate of interest announced by the Commissioner of Commerce on or about December 15 of each year will be the rate of interest that will be paid on deposits returned during the subsequent calendar year.

J. Participation Fee. Each year, the Community Solar Garden Operator will submit a participation fee of \$300 to the Company for ongoing costs incurred of administering the Solar\*Rewards Community Program. The first participation fee will be charged after the Date of Commercial Operation, and the final participation fee will be charged prior to the Term of the Contract expiring.

K. Inverter Capacity. The Community Solar Garden must have an inverter with a capacity of no more than one (1) megawatt alternating current (AC) to assure that the Community Solar Garden has a nameplate capacity of no more than one (1) megawatt AC.

L. Maintenance and Repair of the PV System. The Community Solar Garden Operator shall maintain the PV System and the individual components of the PV System in good working order at all times during the Term of the Contract. If during the Term of the Contract the PV System or any of the individual components of the system should be damaged or destroyed, or taken out of service for maintenance, the Community Solar Garden Operator shall provide the Company written notice within thirty (30) calendar days of the event and promptly repair or replace the damaged or destroyed equipment at the Community Solar Garden Operator's sole expense. If the time period for repair or replacement is reasonably anticipated to exceed one hundred eighty (180) days, the Company shall have the right to request to terminate this Contract by written notice.

M. No Relocation. The PV system shall be located at the Community Solar Garden as shown in its application at all times during the Term of the Contract.

N. Disclosure of Production Information. The Community Solar Garden Operator acknowledges and agrees that, in order for the Company to carry out its responsibilities in applying Bill Credits to each Subscriber's bills for electric service, the Company may be required and shall be permitted to provide access or otherwise disclose and release to any Subscriber any and all production data related to the PV System in its possession and information regarding the total Bill Credits applied by the Company with respect to the PV System and any information pertaining to a Subscriber's Subscription. Any additional detailed information requested by a Subscriber shall be provided only upon the Community Solar Garden Operator's consent in writing or email to the Company, or unless the Minnesota Public Utilities Commission or the Minnesota Department of Commerce requests that the Company provides such information to the Subscriber.

O. Disclosure of Community Solar Garden Information. The Community Solar Garden Operator acknowledges and agrees that the Company may publicly disclose the Community Solar Garden Site, Community Solar Garden Operator, nameplate capacity and generation data of the Community Solar Garden. Additionally, the Company will periodically provide a bill message to Subscribers clarifying that questions or concerns related to their Subscription should be directed to the Community Solar Garden Operator, including a statement that the Community Solar Garden Operator is solely responsible for resolving any disputes with the Company or the Subscriber about the accuracy of the Community Solar Garden production and that the Company is solely responsible for resolving any disputes with the Subscriber about the applicable rate used to determine the amount of the Bill Credit.

P. Certain Tax and Securities Law Issues. The Company makes no warranty or representation concerning the taxable consequences, if any, to Community Solar Garden Operator or its Subscribers with respect to its Bill Credits to the Subscribers for participation in the Community Solar Garden. Additionally, the Company makes no warranty or representation concerning the implication of any federal or state securities laws on how Subscriptions to the Community Solar Garden are handled. The Community Solar Garden Operator and Subscribers are urged to seek professional advice regarding these issues.

Q. Full Cooperation with the MPUC, Minnesota Department of Commerce, and Minnesota Office of the Attorney General. The Parties agree to fully cooperate with any request for information from the MPUC, the Minnesota Department of Commerce, or the Minnesota Office of the Attorney General pertaining in any way to the Community Solar Garden, and will

provide such information upon request in a timely manner. To the extent to which any request calls for producing a specific Subscriber's Account Information, Subscriber Energy Usage Data or Bill Credits, such information shall be provided and marked as Trade Secret or Confidential Information.

R. New PV Systems. The PV System must not be built or previously interconnected at the time of application to the Solar\*Rewards Community Program.

S. Fair Disclosure. Prior to the time when any person or entity becomes a Subscriber, the Community Solar Garden Operator will fairly disclose the future costs and benefits of the Subscription, and provide to the potential Subscriber a copy of this Contract. The Community Solar Garden Operator shall comply with all other requirements of the MPUC and applicable laws with respect to communications with Subscribers.

7. Requirements Applicable to the CSG Application System. The Community Solar Garden Operator must comply with all of the following:

A. Required use of the CSG Application System. The Community Solar Garden Operator must utilize the CSG Application System to submit an application for approval to operate a Community Solar Garden and to manage Subscribers and Subscriptions.

B. Subscriber Information. The Community Solar Garden Operator shall issue Subscriptions in the PV System only to eligible retail electric service customers of the Company and provide to the Company the name, account number and service address attributable to each Subscription and the Community Solar Garden Allocation for each Subscriber's Subscription stated in Watts direct current (DC). The Community Solar Garden Operator shall take care to preserve the privacy expectations of the Subscribers, such as not publicly providing a Subscriber's Account Information, Subscriber Energy Usage Data, or Bill Credits. The Community Solar Garden Operator will not disclose such information to third parties, other than to the MPUC, the Minnesota Department of Commerce, or the Minnesota Office of Attorney General, unless the Subscriber has provided explicit informed consent or such disclosure is compelled by law or regulation.

C. Subscription Transfers. Subscriptions may be transferred or sold to any person or entity who qualifies to be a Subscriber under this Contract or to the Community Solar Garden Operator for resale by the Operator to other Subscribers. A Subscriber may change the premise or account number that the Community Solar Garden energy is attributed to, as long as the Subscriber continues to qualify under these rules. Any transfer of Subscriptions needs to be coordinated through the Community Solar Garden Operator, who in turn needs to provide the required updated information in the CSG Application System within thirty (30) days of the transfer.

D. Updating Subscriber Information. On or before five (5) business days immediately preceding the first day of each Production Month, the Community Solar Garden Operator shall provide to the Company any and all changes to the Monthly Subscription Information, by entering new or updating previously-entered data through the use of the CSG Application System. Such data to be entered or changed by the Community Solar Garden Operator shall include additions, deletions or changes to the listing of Subscribers holding Subscriptions in the PV System, including any changes to the Subscriber's account number and service address attributable to each Subscription and the Community Solar Garden Allocation for each Subscriber's Subscription, stated in Watts DC.

E. Responsibility for Verification. The Community Solar Garden Operator shall verify that each Subscriber is eligible to be a Subscriber in the Community Solar Garden and that the Community Solar Garden Statutory Requirements are met.

8. The Community Solar Garden Operator will give the Company reasonable access to its property and to the electric generating facilities if the configuration of those facilities does not permit disconnection or testing from the Company's side of the interconnection. If the Company enters the Community Solar Garden Operator's property, the Company will remain responsible for its personnel.

9. The Company may stop providing electricity to the Community Solar Garden Operator during a system emergency. The Company will not discriminate against the Community Solar Garden Operator when it stops providing electricity or when it resumes providing electricity. In the event of an emergency requiring disconnection of the Community Solar Garden, the Company shall follow the process, and provide notice to the Community Solar Garden Operator, consistent with the provisions of the Interconnection Agreement, in Section 10 of the Company's rate book, or as otherwise provided for in the Interconnection Agreement.

10. Remedies for Breach. In the event of any breach of this Contract by the Community Solar Garden Operator, then the Company shall have available to it any other remedy provided for in this Contract and any or all of the following remedies which can be used either singularly or cumulatively.

a. In the event there is a breach resulting in some production from the Community Solar Garden being assigned in excess of a Subscriber's allowable Subscription under the Community Solar Garden Statutory Requirements, then the Company may treat this excess as Unsubscribed Energy and not provide a Bill Credit to any Subscriber for any such excess production.

b. For any breach of this Contract by the Community Solar Garden Operator:

i. At any time the Company seeks a remedy for any breach of this Contract it shall provide in writing a Notice to the Community Solar Garden Operator to remedy the breach within thirty (30) days.

ii. If after the thirty (30) days provided for in the Notice the Community Solar Garden Operator is still not in compliance with this Contract, then the Company shall have the right to request by written Notice to disconnect the Community Solar Garden from its network if the Community Solar Garden Operator is not in compliance with the Contract within thirty (30) days. The Company shall send copies of the Notice of Disconnection to Community Solar Garden Operator, all Subscribers of the Community Solar Garden, the Department of Commerce, OAG and MPUC.

iii. The Community Solar Garden Operator, the Department of Commerce, OAG, and/or MPUC may object in writing to the Notice of Disconnection within thirty (30) days. Copies of any written objection shall be provided to all of the above entities. An objection to the Notice of Disconnection will trigger Section 12 of this Contract.

iv. If the Community Solar Garden Operator, the Minnesota Department of Commerce, OAG and/or MPUC do not object to the Notice of Disconnection, the Company is authorized to physically disconnect the Community Solar Garden pursuant to this Notice of Disconnection without providing further notice. No Bill Credits will be applied for any production occurring during physical disconnection. If within ninety (90) days of any such disconnection, the Community Solar Garden Operator returns to being in compliance with the Contract, then the Company will reconnect the Community Solar Garden to its network. Any periods of disconnection will not extend the Term of the Contract. The Community Solar Garden Operator will be financially responsible for the Company's costs of sending crews to disconnect and reconnect the Community Solar Garden to the Company's network.

v. If ninety (90) or more consecutive days elapse during which the Community Solar Garden has been disconnected or has otherwise not been in compliance with this Contract, then the Company shall have the right to request to terminate this Contract by written notice to the Community Solar Garden Operator. The Company shall send copies of any Notice requesting termination to all Subscribers of the Community Solar Garden, the Minnesota Department of Commerce, OAG and MPUC. If the Notice is objected to within thirty (30) days by the Community Solar Garden Operator, the Department of Commerce, and/or OAG, Section 12 of this agreement shall apply. Any request to terminate the Contract must be approved by the MPUC, and there is no further obligation of the Parties to perform hereunder following the effective date of such termination except as set forth in Sections 6.G and 16 of this Contract.

c. For any breach of the Interconnection Agreement, the Company shall also have all remedies provided for in Section 10 of the Company's rate book, or as otherwise provided for in the Interconnection Agreement. In the event this results in disconnection or termination of the Interconnection Agreement, the Company shall provide notice to the Minnesota Department of Commerce, OAG and MPUC. In the event that Community Solar Garden has been disconnected under the terms of the Interconnection Agreement and/or the Interconnection Agreement has been terminated, then the Company shall have the right to request to terminate this Contract by written notice to the Community Solar Garden Operator, with no further obligation of the Parties to perform hereunder following the effective date of such termination. The Company shall send copies of any Notice requesting termination of this Contract to all Subscribers of the Community Solar Garden, the Minnesota Department of Commerce, OAG and MPUC. If the Notice is objected to within thirty (30) days by the Community Solar Garden Operator, the Department of Commerce, and/or OAG, Section 12 of this agreement shall apply. Any request to terminate this Contract must be approved by the MPUC.

d. In the event of an alleged breach of this Contract by the Community Solar Garden Operator for which the Company sends a Notice pursuant to Section 10(b)(i), Company shall also send a copy of the Notice as soon as practicable to any financing party for the Community Solar Garden whose contact information has been provided to the Company. Any such financing party shall have the right to cure the alleged breach within the cure period provided in Section 10(b)(ii) and Company agrees to accept any such cure as if made by the Community Solar Garden Operator. The Company shall be under no obligation to provide any such financing party with any information that would violate the Data Privacy Policies set forth in Exhibit 1 to Attachment "A" of this Contract. The Company shall be under no obligation to provide any such financing party with any information it may have which is confidential to the Community Solar Garden Operator unless the Community Solar Garden Operator has provided written consent to the Company permitting the release to the financing party of such confidential information.

e. In the event of any breach of this Contract by Company, the Community Solar Garden Operator shall provide Company with a written Notice of the breach. Company shall have up to thirty (30) days to cure the breach. If the breach is not cured within the thirty (30) days, the Community Solar Garden Operator may utilize the procedures set forth in Section 12. If the breach results in Bill Credits not being issued to one or more individual Subscribers, in the absence of a cure by Company within the allowed time following the Notice, the applicable Subscriber(s) may also seek a remedy for any past due Bill Credits from the MPUC pursuant to Section 12.

11. Limitation of Liability

A) Each Party shall at all times indemnify, defend, and save the other Party harmless from any and all damages, losses, claims, including claims and actions relating to injury or death of any person or damage to property, costs and expenses, reasonable attorneys' fees and court costs, arising out of or resulting from the Party's performance of its obligations under this agreement, except to the extent that such damages, losses or claims were caused by the negligence or intentional acts of the other Party.

B) Each Party's liability to the other Party for failure to perform its obligations under this Contract shall be limited to the amount of direct damage actually incurred. In no event shall either Party be liable to the other Party for any punitive, incidental, indirect, special, or consequential damages of any kind whatsoever, including for loss of business opportunity or profits, regardless of whether such damages were foreseen.

C) Notwithstanding any other provision, with respect to the Company's duties or performance or lack of performance under this Contract, the Company's liability to the Community Solar Garden Operator shall be limited as set forth in the Company's rate book and terms and conditions for electric service, and shall not be affected by the terms of this Contract. There are no third-party beneficiaries of any Company duty under this Contract other than the Company's duty to Subscribers to issue Bill Credits as set forth in this Contract, and the duty to a financing party under Section 10.d. of this Contract.

12. Dispute Resolution

A) Each Party agrees to attempt to resolve all disputes arising hereunder promptly, equitably and in a good faith manner.

B) In the event a dispute arises under this Contract between the Parties, and if it cannot be resolved by the Parties within thirty (30) days after written notice of the dispute to the other Party, then the Parties may refer the dispute for resolution to the MPUC, which shall maintain continuing jurisdiction over this Agreement.

13. The separately executed power purchase agreement referenced in the Interconnection Agreement for the purchase of power exported by the Community Solar Garden Operator to the Company is not needed. Instead, this Contract shall govern the terms for the power exported by the Community Solar Garden Operator to the Company.

14. Renewable Energy Credits (RECs). Under any of the following conditions, the RECs associated with the Community Solar Garden belong to the Company:

i. Where the Community Solar Garden or any person or entity on its behalf has received or intends to accept a Made in Minnesota benefit, as defined in Minn. Stat. § 216C.411, pursuant to Minn. Stat. §§ 216C.411 through 16C.415. No solar-REC value shall be paid under the present Contract in this circumstance.

ii. Where the Community Solar Garden or any person or entity on its behalf has received or intends to accept a Solar\*Rewards benefit, as defined in Minn. Stat. § 116C.7792. No solar-REC value shall be paid under the present Contract in this circumstance.

iii. Where the Community Solar Garden Operator has elected to transfer the solar RECs to the Company under this Contract and the Value of Solar rate applicable to the Community Solar Garden has not been reflected in the Solar\*Rewards Community Program tariff of the Company's rate book, then compensation to Subscribers for Subscribed Energy will be at the Enhanced bill credit rate as updated annually and found in Solar\*Rewards Community Program tariff of the Company's rate book. Without this election, and where the Value of Solar rate applicable to the Community Solar Garden has not been adopted, compensation to Subscribers for Subscribed Energy will be at the Standard bill credit rate as updated annually and found in the Solar\*Rewards Community Program tariff of the Company's rate book. The Enhanced bill credit is not available under this Contract where the Community Solar Garden or any person or entity on its behalf has received or intends to accept a Made in Minnesota benefit or a Solar\*Rewards benefit. The Community Solar Garden Operator indicates immediately below with an "X" or check-mark or marking in the box if it elects to transfer the solar RECs under this Section 14.iii. of this Contract.

By placing an "X", or checking or marking this box, the Community Solar Garden Operator indicates its election to transfer the solar RECs to the Company under Section 14.iii of this Contract. With this election, compensation to Subscribers for Subscribed Energy will be at the applicable Enhanced bill credit rate as found in the Solar\*Rewards Community Program tariff of the Company's rate book. This election is only valid where it is not the case that the Community Solar Garden or any person or entity

on its behalf has received or intends to accept a Made in Minnesota benefit or a Solar\*Rewards benefit. This election shall remain in place for the Term of the Contract, and REC payments will last for the full Term of the Contract.

iv. Where a Value of Solar rate applicable to the Community Solar Garden has become effective as reflected in the Solar\*Rewards Community Program tariff of the Company's rate book. In such a situation the Value of Solar rate shall be applicable regardless of whether or not the Community Solar Garden or any person or entity on its behalf has received or intends to accept a Made in Minnesota benefit or a Solar\*Rewards benefit and shall be in place and in lieu of any election the Community Solar Garden Operator may have made in Section 14.iii above. The following provisions of Section 14 only apply where the solar RECs associated with the Community Solar Garden belong to the Company under either Section 14.i, 14.ii, 14.iii, or 14.iv of this Contract.

The Community Solar Garden Operator hereby automatically and irrevocably assigns to Company all rights, title and authority for Company to register the Subscribed Energy and Unsubscribed Energy and own, hold and manage the RECs associated with all such energy in the Company's own name and to the Company's account, including any rights associated with any renewable energy information or tracking system that exists or may be established (including but not limited to participants in any applicable REC Registration Program and the United States government) with regard to monitoring, registering, tracking, certifying, or trading such credits. The Community Solar Garden Operator hereby authorizes Company to act as its agent for the purposes of registering, tracking and certifying RECs and the Company has full authority to hold, sell or trade such RECs within its own account of said renewable energy information or tracking systems. Upon the request of Company, at no cost to Company, (i) Community Solar Garden Operator shall deliver or cause to be delivered to Company such attestations and/or certifications of the Community Solar Garden and its associated RECs, and (ii) Community Solar Garden Operator shall cooperate with Company's registration and certification of the Community Solar Garden. The Company shall own and retain all RECs associated with Subscribed Energy produced by the Community Solar Garden. The Company will transfer the RECs associated with Unsubscribed Energy annually to the Community Solar Garden Operator, provided the Community Solar Garden Operator completes all actions required to receive these RECs, including but not limited to maintaining an active account in the Midwest Renewable Energy Tracking System (M-RETS) or its successor and makes such requests within 6 months of the production of the Unsubscribed Energy.

A. Definition of Renewable Energy Credits (RECs). "Renewable Energy Credits" or "RECs" are all attributes of an environmental or other nature that are created or otherwise arise from the Community Solar Garden Operator's generation of energy using solar energy as a fuel, including, but not limited to, tags, certificates or similar products or rights associated with solar energy as a "green" or "renewable" electric generation resource, including any and all environmental air quality credits, emission reductions, off-sets, allowances or other benefits related to the generation of energy from the Community Solar Garden PV System that reduces, displaces or off-sets emissions resulting from fuel combustion at another location pursuant to any existing or future international, federal, state or local legislation or regulation or voluntary agreement, and the aggregate amount of credits, offsets or other benefits including any rights, attributes or credits arising from or eligible for consideration in the M-RETS program or any similar program pursuant to any international, federal, state or local legislation or regulation or voluntary agreement and any renewable energy certificates issued pursuant to any program, information system or tracking system associated with the renewable energy generated from the Community Solar Garden PV System. RECs do not include any federal, state or local tax credits, cash grants, production incentives or similar tax or cash benefits for which Community Solar Garden Operator or the Community Solar Garden PV System are eligible or which either receives, or any depreciation, expenses, credits, benefits or other federal, state or local tax treatment for which Community Solar Garden Operator or the Community Solar Garden PV System is eligible or that either receives.

B. Definition of M-RETS Program. "M-RETS Program" means the Midwest Renewable Energy Trading System program, MPUC Docket No. E999/CI-04-1616 and subsequent or related proceedings.

C. Ownership of RECs. All RECs associated with the Subscribed Energy shall be assigned to the Company. By participating as a Community Solar Garden Operator under this Contract, the Community Solar Garden Operator hereby assigns to Company all right title and interest of the Community Solar Garden Operator to all RECs arising out of or associated with the generation of Subscribed Energy. None of the Subscribers to the Community Solar Garden shall receive any RECs associated with the Subscribed Energy. The Community Solar Garden Operator warrants and represents to the Company that it has or will have at the time of delivery good and sufficient title to all RECs associated with such Subscribed Energy output and/or the ability to transfer good and sufficient title of all such RECs to the Company. The Company shall be entitled to all RECs generated by the Community Solar Garden PV System for such Subscribed Energy while the Community Solar Garden Operator participates in the service offered in this Contract. The Community Solar Garden Operator hereby automatically and irrevocably assigns to the Company all rights, title and authority for Company to register the Community Solar Garden Operator's RECs associated with Subscribed Energy under the terms of this Contract and to own, hold and manage these RECs associated with the Community Solar Garden in the Company's own name and to the Company's account, including any rights associated with any renewable energy information or tracking system that exists or may be established in Minnesota or other jurisdictions (including

but not limited to the United States government) with regard to monitoring, registering, tracking, certifying, or trading such credits. The Community Solar Garden Operator hereby authorizes Company to act as its agent for the purposes of registering, tracking and certifying these RECs and the Company has full authority to hold, sell or trade such RECs to its own account of said renewable energy information or tracking systems. Upon the request of Company from time to time, at no cost to Company, (i) Community Solar Garden Operator shall deliver or cause to be delivered to Company such attestations / certifications of all RECs, and (ii) Community Solar Garden Operator shall provide full cooperation in connection with Company's registration of the Community Solar Garden Operator's RECs under this Contract and certification of RECs. The Company shall own all RECs arising out of or associated with the generation of Subscribed Energy for all purposes, and be entitled to use them in any manner it chooses.

15. Miscellaneous. The "Miscellaneous" provisions in the Interconnection Agreement between the Parties addressing the following issues are incorporated into this Contract and are fully applicable to this Contract as if set forth in full herein. Where the Interconnection Agreement in the "Miscellaneous" section uses the term "Interconnection Customer", this shall mean the Community Solar Garden Operator for purposes of the present Contract. Where the Interconnection Agreement in the "Miscellaneous" section uses the term "Agreement", this shall mean this Contract for purposes of the present Contract.

- A. Force Majeure
- B. Notices
- C. Assignment
- D. Non-Waiver
- E. Governing Law and Inclusion of Xcel Energy's Tariffs and Rules
- F. Amendment or Modification
- G. Entire Agreement
- H. Confidential Information
- I. Non-Warranty
- J. No Partnership

16. Term. The Term of the Contract shall be the same as for the Interconnection Agreement applicable to the Community Solar Garden, and each shall begin when signed by the Parties and end twenty five (25) years after the Date of Commercial Operation unless otherwise provided for in this Contract. In the event of termination, or early termination of this Contract, applicable provisions shall continue in effect after termination to the extent necessary to enforce and complete the duties, obligations or responsibilities of the Parties arising prior to termination and, as applicable, to provide for final billings and adjustments related to the period prior to termination, repayment of any money due and owing to either Party pursuant to this Contract.

**SIGNATURES**

IN WITNESS WHEREOF, the Parties hereto have caused two originals of this Contract to be executed by their duly authorized representatives. This Contract is effective as of the last date set forth below.

**Community Solar Garden Operator**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Northern States Power Company, a Minnesota corporation**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT C**  
**Operation and Maintenance Plan**

**EXHIBIT C**  
Operation and Maintenance Plan

**Scope of Services**

1.1.1 Operator shall have care, custody and control of the System and shall perform Basic Services as described in Section 1.2 below during each Contract Year of the Agreement for the fixed Semiannual Fee shown in Exhibit B "Semiannual Fee and Additional Work Labor Rates".

1.1.2 In addition to the Basic Services, Operator shall perform additional O&M services (the "Additional Work") upon System Owner's request and approval as described in Section 1.3 "Services Performed as Additional Work" which are in addition to the Basic Services herein specified. Upon System Owner's written approval to proceed with Additional Work, Operator shall perform such work in a timely manner and shall be compensated pursuant to the labor rates shown in Exhibit B "Semiannual Fee and Additional Work Labor Rates" and for all materials, equipment, expendables and tool rental at cost plus ten percent (10%) as further detailed in Article 5 "Price and Payment".

**1.2 Basic Services**

As part of the Basic Services, Operator shall travel to the Site as necessary and shall provide all labor, tools, software, hardware, material, expendables and equipment to perform the following:

**1.2.1 Routine System Monitoring and Event Notification**

1.2.1.1 Through the data acquisition system (DAS) software platform, System alarms, operating data and performance parameters can be viewed in real time, recorded and archived to support O&M of the System. On a daily basis Operator shall monitor the operating conditions and overall performance of the System through an Internet interface with the System DAS. The alarms generated by the DAS are classified by their urgency as High Priority, Medium Priority or Low Priority.

1.2.1.2 As a general rule, Medium Priority and Low Priority alarms do not represent conditions that are either damaging to the System or that significantly reduce System output. As such, the Operator shall use information gathered during daily monitoring of System in conjunction with the monitoring of Medium and Low Priority Alarms to decide when corrective measures must be instituted to assure that the DAS is fully functional and the System electrical output does not drop below the expected weather adjusted output model on a continuous basis. When such conditions of continuously low electrical output occurs, Operator shall follow through with corrective measures in the same format used when responding to a High Priority Alarm.

1.2.1.3 High Priority Alarms represent conditions that are either causing damage to the System or that are significantly reducing the electrical output of the System. Upon the occurrence of a High Priority Alarm, the DAS generates an Event Notification that is automatically and simultaneously delivered to the Operator and the System Owner via email.

1.2.1.4 Upon receiving an Event Notification, the Operator shall initiate the Work Order process as described in Section 1.1.2.2 "Work Order Process". The Operator shall travel to and from the Site as necessary in response to High Priority Alarms and the resulting Event Notification, shall investigate the cause of such alarm and promptly develop a Corrective Action Plan to affect System repair and communicate same to System Owner through the Work Order process. In the event that the System repair is the subject of an equipment warranty, Operator shall provide System repairs through the equipment manufacturer pursuant to the requirements of Section 1.1.2.3 "Equipment Warranty Maintenance and Enforcement". In the event that the System repair requirements are not the subject of an equipment warranty or system warranty, Operator shall provide to System Owner a Corrective Action Plan which includes Operator's cost estimate and schedule to perform the necessary repairs as Additional Work pursuant to Section 1.2 "Service Performed as Additional Work".

1.2.1.5 For avoidance of doubt, Operator's travel to and from the Site and the provision of all labor, tools, software, hardware and equipment necessary to diagnose any System problem, to develop a comprehensive Corrective Action Plan and to advise System Owner thereof through the use of the Work Order process shall be provided as part of the Basic Services and paid for through the Semiannual Fee; regardless of whether the Corrective Action Plan is the subject of a warranty event or compensated through Additional Work.

## 1.2.2 Work Order Processing

1.2.2.1 System Owner's PV Solar assets are managed through the use of an Enterprise Asset Management System (EAMS). The Internet based EAMS provides a Work Order process which allows for System events to be efficiently communicated between System Owner and Operator, corrective actions to be taken and final resolution of a System problem to be documented (refer to Exhibit A "EAMS Sprocket Guide"). In addition, equipment information pertinent to System O&M has been provided by the EPCA Contractor (or Operator in the case described in Section 4.3.2) and loaded into EAMS data files by System Owner with accessibility by the Operator. Equipment information includes but is not limited to; (i) System equipment warranty information; (ii) equipment maintenance procedures; and, (iii) equipment data sheets. In the event that pertinent technical information is missing from the EAMS data files that could impede Operators performance of the O&M services, Operator shall notify System Owner who will promptly update the EAMS with such information.

1.2.2.2 Upon the event of a High Priority Alarm and resulting Event Notification, Operator shall create a Work Order no later than the next business day and acknowledge same in the EAMS. In the event that Operator does not create a Work Order within the stated time frame, the System Owner may (but shall not be obligated to) create a Work Order on behalf of the Operator. In the case when the System Owner creates a Work Order, Operator shall acknowledge said Work Order through the EAMS software within 24 hours. Work Order acknowledgement shall serve to inform the System Owner that Operator is aware of the High Priority Alarm and is moving forward with the Work Order process.

1.2.2.3 Operator shall respond to the Event Notification as described in Section 1.2.1 "Routine System Monitoring and Event Notification" and shall inform System Owner of the Corrective Action Plan by updating the Work Order in the EAMS. After obtaining System Owner's approval for Additional Work pursuant to Section 1.3 "Services Performed as Additional Work" or after confirmation of warranty coverage pursuant to Section 1.2.3 "Equipment Warranty and Enforcement", Operator shall indicate that corrective action is proceeding by moving the Work Order to an "in progress" status using the EAMS software. Upon completion of the Corrective Action Plan and restoration of System operation, Operator shall communicate same to System Owner by documenting all corrective actions including equipment repair and replacement and then moving the Work Order process to a "tech complete" status using the EAMS software.

1.2.2.4 The Parties hereby agree that Operator's prompt response to Event Notifications and the expediency of corrective actions taken to maintain full electrical output of the System constitutes a material provision of this Agreement; therefore, in the event that;

- a. Operator does not create a Work Order within the next business day after an Event Notification and System Owner generates said Work Order after which Operator does not acknowledge System Owner's Work Order within 24 hours; or,
- b. Operator does not create a Work Order within the next business day after an Event Notification and System Owner does not generate said Work Order and a period of 72 hours elapses after the Event Notification is received; or,
- c. Operator creates a Work Order within the next business day after an Event Notification and does not diagnose the problem and develop a Corrective Action Plan within 48 hours after creating the Work Order;

then in addition to all other remedies available under this Agreement, System Owner may perform the Services associated with the subject Event Notification on behalf of the Operator by whatever method it may reasonably deem expedient. In such case, all costs incurred by System Owner (inclusive of System Owner's direct

employee's time) shall be clearly identified, accounted for and presented to Operator through official notification pursuant to Section 13.3 "Notices". Said accounting will include System Owner's calculation of the amount that would have otherwise been paid to Operator as a result of Additional Work (if any) in responding to the subject Event Notification. System Owner shall then withhold from Operator's invoices for Basic Services and/or Additional Work the difference between the cost incurred by the System Owner to respond on behalf of the Operator and the amount that would have otherwise been paid by the System Owner to Operator on behalf of Additional Work.

1.2.2.5 In the event that Operator satisfactorily executes the Work Order process through development and communication of the Corrective Action Plan after which, in the sole judgment of the System Owner, Operator fails to diligently pursue corrective actions to restore the electrical output of the System, then System Owner may pursue the following course of action.

- a. Officially Notify Operator pursuant to Section 13.3 "Notices" identifying the specific actions that have not been diligently pursued; and,
- b. grant a cure period commensurate with the magnitude of the System problem but in no case less than three (3) business days; and,
- c. upon Operator's failure to cure, perform the Services associated with the subject Event Notification on behalf of the Operator by whatever method System Owner may reasonably deem expedient.

1.2.2.6 In such case, all costs incurred by System Owner (inclusive of System Owner's direct employee's time) shall be clearly identified, accounted for and presented to Operator through official notification pursuant to Section 13.3 "Notices". Said accounting will include System Owner's calculation of the amount that would have been paid to Operator as a result of Additional Work (if any) in responding to the subject Event Notification. System Owner shall then withhold from Operator's invoices for Basic Services and/or Additional Work the difference between the cost incurred by the System Owner to respond on behalf of the Operator and the amount that would have otherwise been paid by the System Owner to Operator on behalf of Additional Work.

1.2.2.7 Any disputes occurring as a result of System Owner performing Services on behalf of the Operator pursuant to the above terms and conditions shall be resolved according to Section 13.1 "Disputes"

### 1.2.3 Equipment Warranty Maintenance and Enforcement

1.2.3.1 Operator shall monitor, maintain and perform all preventive maintenance as specified by System equipment manufacturers to assure that all requirements necessary to maintain validity of System equipment warranties are upheld and warranties are not voided. This shall include all testing, reporting,

coordination and communication with the manufacturer as well as submitting all required information and forms and managing/performing the required corrective maintenance to return the System to full electrical output.

1.2.3.2 In the event of a System malfunction or failure which is the subject of a warranty claim, Operator on behalf of System Owner shall take all actions necessary to perfect and enforce the warranty claim. It shall be Operator's responsibility as part of the Basic Services to expedite and manage the corrective actions performed by the manufacturer under the warranty claim. Upon completion of the warranty repairs, Operator shall document actions taken and results achieved by updating the subject Work Order and warranty documentation files through the EAMS software.

#### 1.2.4 Annual Calibration of Electric Revenue Meter

Operator shall perform an annual calibration of the electric revenue meter used to create Customer invoices. Annual calibration must be performed by an independent technician who has a valid National Electrical Testing Agency (NETA) certification with at least two years of experience calibrating similar equipment. The calibration equipment shall be certified as accurate with calibration certificate traceability back to the National Institute of Standards and Technology (NIST).

#### 1.2.5 System Performance Reports

1.2.5.1 Operator shall prepare and submit to System Owner two System performance reports each year. Each report shall be submitted within 15 business days after each full 6 month period of System operation; or, on such other date as mutually agreed between the Parties. The report first submitted after 6 months of System operation and every 12 month period thereafter shall herein be referred to as the Six Month Report. The report first submitted after 12 months of System operation and every 12 month period thereafter shall herein be referred to as the Annual Report. Submittal of the Six Month Report and the Annual Report shall be a condition precedent to System Owner's payment as further described in Article 5 "Price and Payment".

1.2.5.2 The Six Month and Annual Reports will consist of the following minimum requirements which are further defined below and which shall be presented in a format acceptable to System Owner. Within reasonable limits, System Owner reserves the right to increase or decrease reporting requirements in order to improve System monitoring and early identification of System problems.

Annual <u>Report</u>	Six <u>Report</u>	Month
1. Visual and Mechanical Inspection and Checklist	X	X
2. Issue Identification & Digital Picture Record	X	X

3. Performance Summary (Actual vs PVSyst vs Weather Adjusted Output Model)	X	X
4. Equipment Manufacturer Annual Maintenance Checklist	**	X
5. IV Curve Trace Report		X
6. IRT Thermal Imaging of Equipment		X

\*\* Performed after first 6 month and 12 month period of System operation and annually thereafter or as specified by equipment manufacturer

#### 1.2.5.3 Visual and Mechanical Inspection and Checklist

Visual and mechanical inspections shall be made and documented by filling out the Visual and Mechanical Inspection Checklist attached hereto as Exhibit C which shall become an integral part of the report. This shall include a visual and mechanical inspection of the Site and all System components in order to verify that the System is operating safely and that there are no conditions that are dangerous to personnel or that will impair the continuing efficient operation of the System. If such conditions are identified, the Operator shall take action to correct such conditions in the same format as described in Section 1.2.1 "Routine System Monitoring and Event Notification" when responding to a High Priority Alarm.

#### 1.2.5.4 Issue Identification & Digital Picture Record

When responding to an Event Notification and performing corrective actions, Operator will maintain a photographic record showing the conditions before and after corrective action was taken. Such photographic record shall be included in the report accompanied by comments concerning whether or not the recorded issue constitutes a recurring problem and its current status if such issue is being monitored on an ongoing basis.

#### 1.2.5.5 Performance Summary (Actual vs PVSyst Model)

Through the use of the DAS software platform, Operator shall provide a printout of System performance for the last 12 months of System operation. The System performance printout (see Exhibit D "Example System Performance Printouts") shall in graphical form compare the actual/measured monthly kWh output to both the forecast/expected kWh output and the weather-adjusted/modeled kWh output. Operator shall provide a brief analysis concerning the circumstances occurring when actual kWh output does not favorably compare with the forecast and weather-adjusted outputs.

#### 1.2.5.6 Equipment Manufacturer Annual Maintenance Checklist

System Owner's EAMS includes electronic files of the equipment manufacturer's annual maintenance checklists which Operator must complete in order to maintain equipment warranties. Operator shall print out and complete said checklists on an annual basis or as otherwise specified by the equipment manufacturer to assure compliance with the warranty requirements. Completed checklists shall be included in the report.

#### 1.2.5.7 IV Curve Trace Report

Operator shall perform current voltage (IV) curve traces on all PV module strings with instantaneous recording of irradiance and cell temperature. IV Curve traces for each string will be compiled and compared to other strings making up the PV array and to modeled IV curves in order to highlight underperforming strings, mismatched strings, and module degradation beyond manufacturer specifications. IV Curve Traces shall be accompanied by comments to identify such highlighted anomalies and any recommended actions. The IV Curve Traces shall be compared to IV Curve Traces from previous years to monitor PV module degradation.

#### 1.2.5.8 IRT Thermal Imaging of Equipment

Operator shall perform infrared thermography (IRT) thermal imaging of cells of each PV module in order to identify hot spots which indicate inefficient electrical production. In addition IRT thermal imaging shall be performed on all electrical connections and electrical equipment where the identification of thermal patterns can be used to locate a problem or diagnose an inefficient or dangerous condition such as a loose connection or an overloaded electrical circuit. When hot spots are identified, IRT thermal imaging pictures shall be included in the report with comments diagnosing problems that need to either be addressed through corrective action or monitored on a routine basis.

### 1.2.6 Annual Budget

1.2.6.1 Operator shall prepare an Annual Budget for each Contract Year reflecting the forecast cost to System Owner that is anticipated on behalf of the Basic Services, Additional Work and any other costs that are anticipated to assure continuous operation of the System. The first Annual Budget shall be prepared and submitted to System Owner within 15 business days after substantial completion of the System or within 15 business days after the Effective Date of this Agreement, whichever is later.

1.2.6.2 The first Annual Budget shall be prepared in collaboration between the Parties to identify costs that are anticipated to be incurred based on experience with other operating PV solar systems of similar type and size. The second and subsequent Annual Budgets shall be refined using the costs associated with

previous years O&M costs and through monitoring of System equipment in anticipation of replacement or repair.

1.2.6.3 At a minimum, the Annual Budget will include the cost of the Semiannual Fee on behalf of Basic Services to be provided plus a forecast for each of the following:

1. Labor to be expended under Additional Work showing the anticipated activities to be performed, an estimated number of hours to be expended and the labor category to be engaged to perform such activity
2. Cost of third party contractors engaged to perform specialized services on behalf of the Site or System
3. Expenditures for equipment repair and replacement not included under manufacturer's warranties
4. Expenditures for miscellaneous requirements identified as a result of situations and conditions that are unique to the System and its location
5. Costs of taxes, permits or other licensing fees or charges associated with governmental authorities having jurisdiction by virtue of Site location

1.2.6.4 The Parties will review the proposed Annual Budget after which Operator will incorporate any modifications requested by System Owner inclusive of modifications to the presentation format.

1.2.6.5 Notwithstanding the foregoing, the Parties acknowledge and agree that the Annual Budget is a forecast and shall not be used as a pre-authorization by Operator to proceed with Additional Work or any other activities not included in the Basic Services regardless of such Additional Work or activities being specifically identified in the Annual Budget. For avoidance of doubt, any Services to be performed by the Operator that are not included in the Basic Services shall require prior written approval by the System Owner.

#### 1.2.7 Permits

As part of the Basic Services, Operator shall take all measures necessary to obtain any permits and/or authorizations that may be required by the federal, state, county, municipality or other governing entity for the continuing operation of the System. Direct fees of such permits and/or authorizations shall be reimbursed to Operator as Additional Work pursuant to Section 1.3 below. Operator shall provide System Owner with one (1) hard copy and one (1) electronic copy of all

permits or authorizations issued by the governing entity on behalf of the continuing operation of the System.

### **1.3 Services Performed as Additional Work**

All Services performed by the Operator that are not included as part of the Basic Services as identified in Section 1.2 above shall be performed upon System Owner's request and written approval as Additional Work. Operator hereby agrees to perform Services reasonably requested by System Owner as Additional Work regardless of such Services being identified in the following list of Additional Work Services. Upon System Owner's request and approval, Operator shall promptly perform Additional Work after which it shall invoice System Owner for labor charges pursuant to the labor rates established in Exhibit B "Semiannual Fee and Additional Work Labor Rates" and for all materials, equipment, expendables and tool rental at cost plus ten percent (10%) as further detailed in Article 5 "Price and Payment".

The following Services shall be included as Additional Work under this Agreement:

#### **1.3.1 Corrective Maintenance**

All corrective action performed in response to Notification Events as defined in Section 1.2.1 "Routine System Monitoring and Event Notification" that are not the subject of a warranty repair shall be performed as Additional Work. This shall include execution of the Corrective Action Plan and repairing of affected equipment after troubleshooting, diagnosing and development of the Corrective Action Plan has been completed as part of the Basic Services. With the prior written approval of System Owner Operator may procure used and/or refurbished equipment and/or parts, when appropriate.

#### **1.3.2 General Requests for Information (RFIs)**

From time to time, System Owner may require System information in addition to that already supplied under the requirements of the Basic Services. When System Owner requests such additional information and as a result, Operator is required to perform Services such as conducting System tests, writing reports, making Site visits or performing other related activities, all such Services shall be performed as Additional Work.

#### **1.3.3 Solar PV Module Cleaning**

Operator shall establish a System PV module cleaning schedule in accordance with equipment manufacturer's recommended time frames and specified cleaning procedures. Prior to cleaning the PV modules, Operator shall request System Owner's approval to proceed with the cleaning which shall be invoiced as

Additional Work. In addition Operator shall monitor and recommend to System Owner any special cleaning needs that the PV modules may require as a result of conditions that may exist due to System installation or Site conditions. Operator and System Owner will agree to the timing of the cleaning to minimize disruption to Host and System generation.

#### 1.3.4 Additional Grass Cutting

Operator will establish a timeframe for cutting the grass and maintaining other plant material growth in order to maintain the Site property in aesthetically similar condition to the surrounding properties. Operator and System Owner shall agree on the timing of the grass cutting to minimize disruption to the Host and to System generation. Upon System Owner's approval, Operator will cut the grass and maintain plant growth in accordance with the established plan, all of which shall be invoiced as Additional Work.

### 1.4 General Requirements in Performance of Services

#### 1.4.1 Personnel Standards

Operator shall provide and make available as necessary all such labor and professional, supervisory and managerial personnel as are required to perform the Services hereunder. Operator shall take all measures necessary to assure that the personnel have full knowledge and experience concerning the performance of the Services which shall be performed in accordance with Prudent Industry Practice. All individuals employed and or assigned by Operator in the performance of the Services shall be employees or subcontractors of Operator and as such, all matters including but not limited to working hours, rates of compensation, work rules and terms and conditions of subcontracts shall be determined solely by Operator. Operator shall have full authority and responsibility and shall retain control over its employees and subcontractors in connection with the performance of its obligations hereunder. Upon System Owner's reasonable instructions delivered in writing, Operator shall remove and restrict from the Site Operator employees or subcontractors which System Owner has identified to be incapable of performing the assigned work in a professional manner or that are otherwise disruptive to the Host's operations or the operation of the System.

#### 1.4.2 Cooperation with Host

System Owner and Operator shall meet with Host as soon as reasonably possible after the Effective Date of this Agreement for introductions, review of contractual obligations, and to familiarize Operator personnel with Host rules as it pertains to operations on the Site including the requirement for access set forth in Section 4.4 "Care Custody Control and Access to Site and System". Operator shall cooperate and coordinate with System Owner and Host personnel in connection with Operator's performance of the Services. System Owner shall be informed of any communication between Operator and Host that may be pertinent to the O&M

of the System and shall be copied by Operator on all written correspondence occurring between Operator and Host.

#### 1.4.3 Emergency Action

In the event of an Emergency, Operator shall, in accordance with the reporting and communication requirements set forth in Section 4.4 "Care Custody Control and Access to Site and System", notify System Owner of the nature of such Emergency, the proposed remedial measures and the probable duration of the Emergency. In the case of such Emergency, Operator shall immediately act in accordance with Prudent Industry Practice to prevent or overcome the threat of injury to persons or damage to property or to minimize the adverse consequences thereof after which Operator shall comply with System Owner instructions.

#### 1.4.4 Safety and Interference of Existing Operations

Operator shall comply with all applicable laws and applicable procedures otherwise in effect at the Site regarding safety, security and fire protection to prevent accidents and injuries to persons or damage to property on or about the Site. Operator shall perform the Services at all times in a manner to optimize the safe, reliable and efficient operation of the System and in accordance with the Operator's safety manual and any applicable Host or System Owner safety rules and requirements. Operator acknowledges Host operations that are or may be performed at the Site, and Operator shall perform the Services in a manner that minimizes any interference with such Host operations.

#### Section 1.1.1      1.4.5 Hazardous Materials

Section 1.1.2      Operator shall use and dispose of any "hazardous materials" (as such term is defined in any applicable federal or state environmental laws) that it brings to the Site in accordance with all applicable laws.

#### 1.4.6 Inspections

Section 1.2 Upon inspection, System Owner shall have the right to reject defective materials, parts and equipment supplied by the Operator and require rework or repair at System Owners sole discretion in conformance with this Agreement. All rejected material parts, equipment or workmanship which shall be repaired shall have a repair procedure developed by the Operator and submitted to System Owner for review and comment prior to implementation. This procedure will insure that the quality and expected life of the repaired materials, parts, equipment or workmanship are similar to what would be expected had they been replaced.

**EXHIBIT D**

**Solar\*Rewards Community Subscriber Agency Agreement and Consent Form**

Attachment "A"

**Solar\*Rewards Community  
Subscriber Agency Agreement and Consent Form**

The undersigned ("Subscriber") has a Subscription to the following Community Solar Garden:

<b>Community Solar Garden Name:</b> _____	<b>Community Solar Garden Address:</b> _____ _____
<b>Community Solar Garden Operator:</b> _____	<b>Community Solar Garden contact information for Subscriber questions and complaints:</b>  <b>Address (if different from above);</b> _____ _____  <b>Telephone number:</b> _____  <b>Email address:</b> _____  <b>Web Site URL:</b> _____

<b>Subscriber Name:</b> _____	<b>Subscriber Service Address where receiving electrical service from Northern States Power Company:</b> _____ _____
<b>Subscriber's Account Number with Northern States Power Company:</b> _____	

(Continued on Sheet No. 9-90)

Date Filed: 09-30-13 By: David M. Sparby Effective Date: 09-17-14  
President and CEO of Northern States Power Company, a Minnesota corporation  
Docket No. E002/M-13-867 Order Date: 09-17-14

N  
N

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**STANDARD CONTRACT FOR  
SOLAR\*REWARDS COMMUNITY (Continued)**

Section No. 9  
Original Sheet No. 90

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By signing this Solar\*Rewards Community Subscriber Agency Agreement and Consent Form, the Subscriber agrees to all of the following:

1. Assignment of Renewable Energy Credits ("RECs"), Energy and Capacity to Northern States Power Company, a Minnesota corporation. The Subscriber agrees that the Community Solar Garden Operator has authority to assign all energy produced and capacity associated with the photovoltaic energy system at the Community Solar Garden to Northern States Power Company, and the Subscriber agrees that all energy produced, and capacity associated with the Subscriber's share of the photovoltaic energy system at the Community Solar Garden shall belong to Northern States Power Company. The Subscriber also agrees that the Community Solar Garden Operator has authority to assign all RECs associated with the photovoltaic energy system at the Community Solar Garden to Northern States Power Company, and that if the Community Solar Garden or a person or entity on its behalf has assigned the RECs to Northern States Power Company, then all RECs associated with the Subscriber's share of the photovoltaic energy system at the Community Solar Garden shall belong to Northern States Power Company.

2. Tax Implications. The Community Solar Garden Operator has provided the Subscriber with a statement that Northern States Power Company makes no representations concerning the taxable consequences to the Subscriber with respect to its Bill Credits to the Subscriber or other tax issues relating to participation in the Community Solar Garden.

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(Continued on Sheet No. 9-91)

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Date Filed:	09-30-13	By: David M. Sparby	Effective Date:	09-17-14
		President and CEO of Northern States Power Company, a Minnesota corporation		
Docket No.	E002/M-13-867		Order Date:	09-17-14

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STANDARD CONTRACT FOR  
SOLAR\*REWARDS COMMUNITY (Continued)

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Section No. 9  
1st Revised Sheet No. 91

3. Northern States Power Company hereby discloses to the Subscriber that it recognizes that not all production risk factors, such as grid-failure events or atypically cloudy weather, are within the Community Solar Garden Operator's control.

4. Information Sharing. Participating in the Solar\*Rewards Community Program will require sharing **Subscriber's Account Information** (name, account number, service address, telephone number, email address, web site URL, information on Subscriber participation in other distributed generation serving the premises of the Subscriber, Subscriber specific Bill Credit(s)) and **Subscriber's Energy Usage Data** (data collected from the utility Subscriber meters that reflects the quantity, quality, or timing of the Subscriber's electric usage or electricity production for the service address and account number identified for participation in the Community Solar Garden). The following outlines the type of information that will be shared, and how that information will be used.

C  
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a. Subscriber's Account Information and Subscriber Energy Usage Data. The Subscriber authorizes Northern States Power Company to provide the Community Solar Garden Operator (and the Community Solar Garden Operator's designated subcontractors and agents) with the Subscriber's Account Information and Subscriber's Energy Usage Data as described in Section 4 above. This information is needed to allow the Community Solar Garden Operator determine the extent to which the Subscriber is entitled to participate in the Community Solar Garden, and to validate the amount of the Bill Credits to be provided by Northern States Power Company to the Subscriber. The current data privacy policies of Northern States Power Company applicable to its Solar\*Rewards Community Program provided to the Subscriber by the Community Solar Garden Operator pursuant Section 3 above are attached as Exhibit 1 of this **Solar\*Rewards Community Subscriber Agency Agreement and Consent Form**. These privacy policies include definitions of "Subscriber's Account Information" and "Subscriber's Energy Usage Data."

(Continued on Sheet No. 9-92)

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Date Filed:	02-23-17	By: Christopher B. Clark	Effective Date:	01-19-17
		President, Northern States Power Company, a Minnesota corporation		
Docket No.	E002/M-13-867		Order Date:	04-07-14

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**STANDARD CONTRACT FOR  
SOLAR\*REWARDS COMMUNITY (Continued)**

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Section No. 9  
Original Sheet No. 92

4. Information Sharing. (Continued)

b. Subscriber's Subscription Information: The Subscriber authorizes the Community Solar Garden Operator to provide information to Northern States Power Company identifying the Subscriber (with the Subscriber's name, service address, and account number) and detailing the Subscriber's proportional share in kilowatts of the Community Solar Garden and to provide additional updates of this information to Northern States Power Company as circumstances change. This information is needed to allow Northern States Power Company to properly apply Bill Credits for the photovoltaic energy generated by the Community Solar Garden. Also, this information is needed to allow Northern States Power Company to send to the Subscriber notices or other mailings pertaining to their involvement in the Solar\*Rewards Community Program. The Community Solar Garden Operator shall not disclose Subscriber information in annual reports or other public documents absent explicit, informed consent from the Subscriber. The Community Solar Garden Operator will not release any Subscriber data to third parties except to fulfill the regulated purposes of the Solar\*Rewards Community Program, to comply with a legal or regulatory requirement, or upon explicit, informed consent from the Subscriber.

c. Aggregated Information. Aggregated information concerning production at the Community Solar Garden may be publicly disclosed to support regulatory oversight of the Solar\*Rewards Community Program. This includes annual reports available to the public related to specific Community Solar Gardens, including but not limited to production from the Community Solar Gardens; size, location and the type of Community Solar Garden subscriber groups; reporting on known complaints and the resolution of these complaints; lessons learned and any potential changes to the Solar\*Rewards Community Program; reporting on Bill Credits earned and paid; and reporting on the application process. Aggregated information will not identify individual Subscribers or provide Subscriber-Specific Account Information, Subscriber-Specific Energy Usage Data or Subscriber-specific Bill Credits unless a Subscriber provides explicit informed consent. Depending on the nature of the aggregated information, however, it may still be possible to infer the amount of production attributed to individual Subscribers to the Community Solar Garden. The Subscriber agrees to the inclusion of its production information in the creation of the aggregated information. The Community Solar Garden Operator will not use aggregated information for purposes unrelated to the Solar\*Rewards Community Program without first providing notice and obtaining further consent, unless the aggregated information is otherwise available as public information. The policies of Northern States Power Company related to sharing aggregated information are part of the data privacy policies contained in the attached Exhibit 1 of this **Solar\*Rewards Community Subscriber Agency Agreement and Consent Form** and should be provided to the Subscriber by the Community Solar Garden Operator pursuant Section 3 above.

d. Information Requests from the MPUC or the Department of Commerce. The Subscriber agrees that the Community Solar Garden Operator and Northern States Power Company are authorized to provide any information they possess related to the Subscriber or the Subscriber's participation in the Community Solar Garden to the Minnesota Public Utilities Commission (MPUC), the Minnesota Department of Commerce, or the Minnesota Office of Attorney General. This information is needed to allow proper regulatory oversight of Northern States Power Company and of the Solar\*Rewards Community Program.

(Continued on Sheet No. 9-93)

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Date Filed:	09-30-13	By: David M. Sparby	Effective Date:	09-17-14
		President and CEO of Northern States Power Company, a Minnesota corporation		
Docket No.	E002/M-13-867		Order Date:	09-17-14

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STANDARD CONTRACT FOR  
SOLAR\*REWARDS COMMUNITY (Continued)

Section No. 9  
1st Revised Sheet No. 93

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4. Information Sharing. (Continued)

e. Liability Release. Northern States Power Company shall not be responsible for monitoring or taking any steps to ensure that the Community Solar Garden Operator maintains the confidentiality of the Subscriber's Account Information, the Subscriber's Energy Usage or the Bill Credits received pertaining to the Subscriber's participation in the Community Solar Garden. However, Northern States Power Company shall remain liable for its own inappropriate release of Subscriber's Account Information and Subscriber's Energy Use Data.

f. Duration of Consent. The Subscriber's consent to this information sharing shall be ongoing for the Term of the Contract between the Community Solar Garden Operator and Northern States Power Company, or until the Subscriber no longer has a Subscription to the Community Solar Garden and the Community Solar Garden Operator notifies Northern States Power Company of this fact through the CSG Application System. Provided, however, the Subscriber's consent shall also apply thereafter to all such information of the Subscriber pertaining to that period of time during which the Subscriber had a Subscription to the Community Solar Garden.

g. Successor or Assigns. This Subscriber Agency Agreement and Consent Form shall apply fully to all successors or assigns of the Community Solar Garden Operator, and to all subsequent successors or assigns, without the need for Subscriber's consent.

h. Modification. The above provisions addressing data privacy and in Exhibit 1 shall remain in place until and unless other requirements are adopted by the MPUC in its generic privacy proceeding, Docket No. E,G999/CI-12-1344, or other MPUC Order. Northern States Power Company shall file necessary revisions to its tariffs and contracts within thirty (30) days of such Order.

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Subscriber's Name: \_\_\_\_\_

Subscriber's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print or Type Name and Title of signatory if Subscriber is a corporation or unit of government:

\_\_\_\_\_

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(Continued on Sheet No. 9-94)

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Date Filed:	03-31-17	By: Christopher B. Clark	Effective Date:	11-19-17
		President, Northern States Power Company, a Minnesota corporation		
Docket No.	E002/M-13-867		Order Date:	10-20-17

**EXHIBIT E**

**[RESERVED]**

**EXHIBIT F**  
**ENERGY PRICE**

**Energy Rate: \$.115**

**Energy Rate Escalator: 0%**

<i>Contract Year</i>	<i>Energy Price (\$/kWh AC)</i>
1	\$0.1150
2	\$0.1150
3	\$0.1150
4	\$0.1150
5	\$0.1150
6	\$0.1150
7	\$0.1150
8	\$0.1150
9	\$0.1150
10	\$0.1150
11	\$0.1150
12	\$0.1150
13	\$0.1150
14	\$0.1150
15	\$0.1150
16	\$0.1150
17	\$0.1150
18	\$0.1150
19	\$0.1150
20	\$0.1150
21	\$0.1150
22	\$0.1150
23	\$0.1150
24	\$0.1150
25	\$0.1150

**EXHIBIT G**

**Calculation of Estimated Benefits to Subscriber**

**EXHIBIT H**

**Name and Location of CSG Solar Gardens Sites**

**TO BE ADDED BEFORE COMMERCIAL OPERATION**

CSG Site Name:  
CSG Site Address:  
CSG Site City, State, Zip:  
CSG Xcel Application #:  
Estimated Commercial Operation Date:

CSG Site Name:  
CSG Site Address:  
CSG Site City, State, Zip:  
CSG Xcel Application #:

CSG Site Name:  
CSG Site Address:  
CSG Site City, State, Zip:  
CSG Xcel Application #:

CSG Site Name:  
CSG Site Address:  
CSG Site City, State, Zip:  
CSG Xcel Application #:

CSG Site Name:  
CSG Site Address:  
CSG Site City, State, Zip:  
CSG Xcel Application #:

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**EXHIBIT I**

**Monthly Estimated Power Production**

**TO BE ADDED BEFORE COMMERCIAL OPERATION**

Month	Estimated Total Subscribed Production (kWh)
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	

**Belle Plaine School District  
2017-18 Licensed Teacher Seniority List**

	Last Name, First Name	Date of Hire/ (bd approved)	Area of Licensure	Expiration Date	File Folder Numbe r	District Area of Service	Probation Year **
1	Hannon-Orr, Carol	August 24, 1981	K-12 Visual Arts	2018	271441	Secondary Art	
2	Eischens, Janel	August 5, 1985	1-6 Elementary Education	2020	285751	Elementary Education - Title I	
3	Foust, Richard	August 27, 1990	7-12 Life Science 7-12 Coaching	2018 2018	321797	Secondary Science	
4	Bremseth, Jan	August 12, 1992	1-6 Elementary Education	2018	269425	Elementary Education	
5	Green, Laurie	June 21, 1993	High School Consumer & Homemaking 7-12 Secondary Guidance & Counseling	2020 2020	286927	Secondary Guidance Counselor	
6	Murphy, Ceresse	September 7, 1993	1-6 Elementary Education	2018	334582	Gifted/Talented Teacher	
7	Fraser, Donald	July 18, 1994	1-6 Elementary Education 7-12 Drivers Education	2019 2019	335758	STEM Teacher	
8	Simones, Rose	July 28, 1995	1-6 Elementary Education	2021	351430	Elementary Education	
9	Miner, Julie	December 3, 1996	Pre K-6 Elementary Education	2018	327325	Preschool Teacher	
10	Schmidt, Gloria	July 28, 1997	Pre K Family Ed/Early Childhood Educator Pre K-6 Elementary Education	2018 2018	298653	Elementary Education	
11	Amundson, E. Michelle	July 28, 1997	7-12 Mathematics K-12 Physical Education 7-12 Coaching Pre K-12 Devoepmental/Adapted Physical Ed.	2018 2018 2018 2018	331047	Elementary Physical Education Adapted Physical Education	
12	Hartmann, Martha	July 27, 1998	1-6 Elementary Education 7-12 Coaching	2018 2018	252213	2013-14 Long-Term Medical Leave 2014-15 Long-Term Medical Leave 2015-16 Long-Term Medical Leave 2016-17 Long-Term Medical Leave 2017-18 Long-Term Medical Leave	
13	Luskey, Becky	November 18, 1998	Pre K Education Parent and Family Education	2022 2022	354772	Preschool Teacher	
14	Bergs, John	May 24, 1999	K-12 Physical Education 7-12 Coaching 9-12 Drivers Education	2018 2018 2018	365331	Secondary Physical Education	
15	Stolec, Amy	June 28, 1999	Pre K-6 Elementary Education	2022	340825	Elementary Education	
16	McDonald, Melanie	June 28, 1999	K-12 Instr (Band/Orch) and Classroom Music	2021	377742	Elementary Music (Choir and Band)	
17	Fogarty, Melanie	June 28, 1999	K-6 Elementary Education	2022	356178	Elementary Education	
18	Hartmann, Anthony	July 26, 1999	1-6 Elementary Education 9-12 Drivers Education	2020 2020	375490	Elementary Education	
19	Gwozdziwicz, Kimberly	July 26, 1999	Pre K-6 Elementary Education	2019	366124	Elementary Education	
20	Stauffacher, Jerold	May 8, 2000	7-12 Business Education-All	2019	361585	Secondary Business Education	
21	Schroeder, Steven	May 8, 2000	7-12 Life Sciences	2019	297649	Secondary Science	
22	Mathiowetz, Bruce	July 24, 2000	High School Vocational Agriculture High School Teacher-Coord Ag Co-op Prog/NonFarm 5-12 Technology	2020 2020 2020	347678	Secondary Agriculture	
23	Fahey, Amy	August 28, 2000	K-6 Elementary Education	2020	390672	Elementary Education	
24	Gerres, Megan	June 25, 2001	K-6 Elementary Education	2019	368024	Elementary Education	
25	Schmidt, Courtney	August 27, 2001	1-6 Elementary Education K-12 Mild to Moderate Mentally HDCP	2018 2018	344534	Elementary Education	
26	Banks, Lori Robin	August 27, 2001	1-6 Elementary Education K-12 Visual Arts	2021 2021	396642	2017-23 Leave of Absence	
27	Trem, Lisa D.	January 27, 2003	K-12 School Counselor	2022	406900	Elementary Counselor	
28	Kruschke, Jeanine	June 16, 2003	K-12 Instr (Band/Orch) and Classroom Music	2022	385907	Elementary Music	
29	Brueske, Melissa	June 23, 2003	Pre K-6 Elementary Education	2018	406559	Elementary Education	
30	Jacobson, Allison	May 24, 2004	7-12 English/Language Arts	2020	371646	2015-20 Leave of Absence	
31	Geller, Sara	June 14, 2004	K-12 Physical Education Pre K-12 Developmental/Adapted Phy Ed	2018 2018	408377	Secondary Physical Education	
32	Jacobson, Peter	June 14, 2004	7-12 English/Language Arts K-12 Library Media Specialist	2020 2020	371460	2015-20 Leave of Absence	
33	Greisen, Marci	August 26, 2004	1-6 Elementary Education	2021	394370	Elementary Education	
34	Johnston, Justin	April 25, 2005	7-12 Social Studies - All K-12 Principal	2022 2019	396217	Secondary Social Studies	
35	Stoterau, Jenae	May 2, 2005	K-6 Elementary Education K-12 English as a Second Language K-12 Learning Disabilities K-12 Emotional Behavior Disorders B-Age 6 Early Childhood Special Education	2020 2020 2020 2020 2020	421645	Special Education	
36	Voigt, Megan	May 2, 2005	K-6 Elementary Education 5-8 Communication Arts/Literature 5-8 Mathematics	2019 2019 2019	419366	Response to Intervention (RtI) Elementary Education	
37	Werner, Jarod	May 2, 2005	K-6 Elementary Education 5-8 Science	2020 2020	421141	Elementary Education	
38	Pederson, Bradley	May 23, 2005	9-12 Chemistry 9-12 Physics	2020 2020	423191	Secondary Science	
39	Kalal, Angela	June 27, 2005	K-6 Elementary Education 5-8 Mathematics	2020 2020	422918	Elementary Education	
40	Miller, Mitch	August 28, 2006	7-12 Spanish 7-12 Mathematics	2021 2021	350236	Secondary Math	
41	Endres, Amy	August 28, 2006	1-6 Elementary Education	2021	396197	Elementary Education	
42	Rauh, Mary	August 28, 2006	K-6 Elementary Education 5-8 Mathematics	2019 2019	415711	Elementary Education	
43	Benson, Rachel	April 23, 2007	K-12 Learning Disabilities K-12 Developmental Disabilities 9-12 Teacher/Coordinator Work Based Learning	2022 2022 2022	436209	Special Education - Transitions	

**Belle Plaine School District  
2017-18 Licensed Teacher Seniority List**

	Last Name, First Name	Date of Hire/ (bd approved)	Area of Licensure	Expiration Date	File Folder Number	District Area of Service	Probation Year **
44	Nelson, Ross	June 25, 2007	5-12 Social Studies-All	2021	430264	Secondary Social Studies	
45	Kerkow, Rachelle	July 23, 2007	Pre K-12 Public School Nurse	2022	438350	School Nurse	
46	Schultz, Pat	August 27, 2007	K-12 Physical Education 5-12 Health Education	2021 2021	428162	Secondary Health & Physical Education	
47	Vourlos, Kelly	August 27, 2007	Pre K-12 School Social Worker	2017	437206	2015-16 Placed on URL 2016-17 Placed on URL 2017-18 Placed on URL	
48	Smith, Adam	May 1, 2008	7-12 Mathematics	2020	389440	Secondary Mathematics	
49	Volek, Abigail	May 27, 2008	B-Age 6 Early Childhood Special Education B-Grade 3 Early Childhood Education	2021 2021	430024	Elementary Education	
50	Miller, Kami	July 28, 2008	K-6 Elementary Education 5-8 Communication Arts/Literature	2018 2018	440906	Elementary Education	
51	Hennen, Matt	July 28, 2008	5-12 Communication Arts/Literature	2019	414301	Secondary Language Arts	
52	Witt, Tracy	September 1, 2008	Pre K Education 1-6 Elementary Education	2019 2019	351205	Preschool Teacher	
53	Lynn, Carey	December 22, 2008	K-6 Elementary Education K-12 Learning Disabilities K-12 Autism Spectrum Disorders	2019 2019 2019	443886	Special Education	
54	Andert, Andrea	April 23, 2009	K-12 Developmental Disabilities	2019	447924	Special Education	
55	Hanson, Melissa	May 26, 2009	5-12 Mathematics K-12 Principal	2021 2018	429357	Secondary Mathematics	
56	Williamson, Kerri	December 23, 2009	K-6 Elementary Education B-Grade 3 Early Childhood Education	2018 2018	434138	Kindergarten	
57	Chevalier, Mindy	March 22, 2010	PreK-Adult Community Education Director K-12 Health Education K-12 Physical Education K-12 Principal	2020 2020 2020 2020	371697	Community Ed Director Assistant JH-SH Principal	
58	Young, Chelsey	June 28, 2010	K-12 Physical Education 5-12 Health Education Pre K-12 Devoepmental/Adapted Physical Ed	2020 2020 2020	455359	Elementary Physical Education	
59	Berg, Emily	October 25, 2010	K-6 Elementary Education	2020	443302	Response to Intervention (RtI)	
60	Provancha, Jill	October 25, 2010	K-6 Elementary Education	2019	439736	Elementary Education	
61	Audette, Luke	May 23, 2011	5-12 Mathematics	2019	445717	Secondary Math	
62	Hanson, Liann	May 23, 2011	K-12 Principal District Superintendent	2019 2019	454880	Oak Crest Principal	
63	Jungwirth, Jennifer	June 27, 2011	K-12 Instr (Band/Orch) and Classroom Music	2018	442049	Elementary Music	
64	Schlattman, Nicole	June 27, 2011	K-6 Elementary Education	2020	450914	Elementary Education	
65	Gaikowski, Brandon	June 27, 2011	K-6 Elementary Education Age 3-K Pre-Primary	2021 2021	461651	Elementary Education	
66	Bungarden, Sara	June 27, 2011	K-6 Elementary Education 5-8 Social Studies - All	2021 2021	428608	Grade 6	
67	Goodloe, Alicia	August 22, 2011	K-6 Elementary Education Age 3-K Pre-Primary	2020 2020	453090	Elementary Education	
68	Cantrell, Lori	November 28, 2011	K-12 Emotional Behavior Disorders K-12 Learning Disabilities	2022 2022	435723	Special Education	
69	Kreft, David	April 23, 2012	K-12 Principal 5-12 Social Studies - All	2020 2020	390177	JH-SH Principal	
70	DeWitte, Kimberly	May 14, 2012	K-12 Principal K-6 Elementary Education K-12 English as a Second Language Age 3-K Pre-Primary	2019 2019 2019 2019	415270	Chatfield Principal	
71	Graff, Katie	May 29, 2012	K-12 Physical Education 5-12 Health Education	2020 2020	451853	Elementary Physical Education	
72	Cariveau, Jennifer	June 25, 2012	Pre K-6 Elementary Education	2022	391744	Elementary Education	
73	Zwick, Nicholas	June 25, 2012	K-6 Elementary Education	2021	462003	Elementary Education	
74	Loegering, Bernadette	April 22, 2013	1-6 Elementary Education	2020	330434	Elementary Education	
75	Velzke, Brianna	April 22, 2013	K-12 Vocal and Classroom Music	2018	475330	K-12 Music	
76	Hess-Norskog, Stacey	April 22, 2013	Occupational Therapist			Special Education/OT	
77	Schroers, Samantha	May 28, 2013	K-6 Elementary Education	2022	468710	Elementary Education	
78	Hohenstein, Amie	June 24, 2013	Licensed Alcohol and Drug Counselor			Chemical Health Specialist	
79	Jans, Ashley	July 22, 2013	K-6 Elementary Education K-12 Emotional Behavior Disorders	2020 2020	447554	Special Education	
80	Ploetz, Joe	July 22, 2013	1-6 Elementary Education K-12 Emotional Behavioral Disorders	2021 2021	396397	Special Education	
81	Sammons, Sabrina	July 22, 2013	K-6 Elementary Education K-12 Emotional Behavior Disorders K-12 Learning Disabilities 5-8 Communication Arts/Literature	2018 2018 2018 2018	443321	Special Education	
82	Hanson, Lana	August 26, 2013	1-6 Elementary Education K-12 Learning Disabilities	2018 2018	368018	Special Education	
83	Vycital, Sarah	August 26, 2013	K-6 Elementary Education	2022	431669	Elementary Education	
84	Stebbins, Jodi	August 26, 2013	K-6 Elementary Education Age 3-K Pre-Primary	2018 2018	420864	Elementary Education	
85	Jeurissen, Tina	May 27, 2014	K-12 Learning Disabilities 5-12 Mathematics	2018 2018	412792	Special Education	
86	Emerson, Jessica	May 27, 2014	K-12 Emotional Behavior Disorders	2022	431575	Special Education - ADSIS	

**Belle Plaine School District  
2017-18 Licensed Teacher Seniority List**

	Last Name, First Name	Date of Hire/ (bd approved)	Area of Licensure	Expiration Date	File Folder Number	District Area of Service	Probation Year **
87	Petrasek, Kelly	May 27, 2014	B-Age 6 Early Childhood Special Education K-12 Autism Spectrum Disorders K-12 Developmental Disabilities	2019 2019 2019	448494	Early Childhood Special Education	
88	Doebbeling, Megan	June 23, 2014	K-6 Elementary Education	2022	467966	Elementary Education	
89	Werner, Carly	July 28, 2014	K-6 Elementary Education	2019	479885	Elementary Education	
90	Tye, Karissa	August 25, 2014	K-6 Elementary Education Age 3-K Pre-Primary K-12 Reading	2021 2021 2021	463526	Elementary Education	
91	Kirk, Matthew	August 25, 2014	K-6 Elementary Education	2018	468663	Elementary Education	
92	Hansen, Margot	August 25, 2014	K-12 Principal 1-6 Elementary Education	2021 2021	388832	Curriculum & Assessment TOSA	
93	Hollnagel, Melissa	April 13, 2015	5-12 Communication Arts/ Literature	2022	436458	Secondary English	
94	Aust, Emily	April 27, 2015	Pre K-12 Speech-Language Pathologist	2020	432669	Speech Pathologist	3/3
95	Janni, Kelsey	May 26, 2015	K-12 Developmental Disabilities	2019	475959	Special Education	3/3
96	Robbins, Andrea	June 22, 2015	B-Age 6 Early Childhood Special Education	2020	487830	Special Education	3/3
97	Braun, Jackie	June 22, 2015	K-12 Developmental Disabilities	2022	435853	Special Education	
98	Fadden, Maria	July 27, 2015	K-6 Elementary Education K-12 Reading 5-8 Communication Arts/Literature	2019 2019 2019	447754	Elementary Education	
99	Konopacki, Kristy	August 28, 2015	Age 3-K Pre Primary K-6 Elementary Education 5-8 Mathematics	2018 2018 2018	410624	Preschool Teacher WrapAround Program	3/3
100	Beggs, Allison	May 16, 2016	5-12 Social Studies-All	2020	452203	Secondary Social Studies	
101	Mesler, Mary	May 16, 2016	Director of Special Education	2021	385642	SPED Director	
102	Wagner, Tricia	May 16, 2016	K-12 Reading 5-12 Communication Arts/Literature	2019 2019	443039	Secondary Language Arts	
103	Olson, Kim	June 27, 2016	7-12 Spanish Middle School Spanish	2021 2021	393178	Secondary Spanish	
104	Robinson, Kevin	June 27, 2016	K-12 Instr (Band/Orch) and Classroom Music	2022	466828	Secondary Instrumental Music	
105	Stokke, Elizabeth	June 27, 2016	K-6 Elementary Education	2019	480635	1st Grade	2/3
106	Baima, Stephanie	June 27, 2016	B-Age 6 Early Childhood Special Education	2018	403157	ECSE Teacher - Birth-3	2/2
107	Tostenson, Sara	July 25, 2016	5-12 Social Studies-All	2019	482130	Secondary Social Studies	2/3
108	Maier, Katie	August 22, 2016	K-6 Elementary Education 5-8 Mathematics	2022 2022	405235	TOSA Instructor	
109	Quast, Kelli	August 22, 2016	K-12 School Counselor	2018	474192	Elementary Counselor	
110	Dang, Bao	May 22, 2017	Pre K-12 Speech-Language Pathologist	2022	499439	Speech Pathologist	1/3
111	Olson (McMahon), Jamie	May 22, 2017	Pre K-12 School Social Worker Director of Special Education K-12 Principal	2020 2019 2019	459232	Social Worker	1/1
112	Salaba (Zahler), Erin	May 22, 2017	Pre K-12 Speech-Language Pathologist	2021	496228	Speech Pathologist	1/3
113	Senn, Kaitlin	May 22, 2017	Pre K-12 School Psychologist	2018	502911	School Psychologist	1/3
114	Gernbacher, Carly	June 26, 2017	K-12 Visual Arts Variance - K-12 English as a Second Language	2021 2018	466547	Art ESL - Variance	1/3
115	Hoffmann, Cindy	June 26, 2017	5-8 Science 9-12 Life Sciences	2020 2020	487888	Secondary Science	1/3
116	Joyce, Joseph	June 26, 2017	5-12 Social Studies-All	2020	452200	Secondary Social Studies	1/1
117	McNamara, Phillip	June 26, 2017	5-8 Science 9-12 Life Sciences 9-12 Chemistry	2019 2019 2019	454735	Secondary Science	1/1
118	Scheldorf, Haley	June 26, 2017	5-12 Mathematics	2022	495847	Secondary Math	1/3
119	Valencour, Victoria	June 26, 2017	5-12 Communication Arts/Literature	2020	463765	Secondary English	1/3
120	Wiechmann, Anna	June 26, 2017	5-12 Communication Arts/Literature	2022	501771	Secondary English	1/3
121	Burr (Schroepfer), Courtney	July 24, 2017	B - Grade 3 Early Childhood Education	2021	498496	ECFE Instructor	1/3
122	Mommens, Victoria	July 24, 2017	K-6 Elementary Education	2022	501230	2nd Grade	1/3
123	Thomason, Tammy	July 24, 2017	B - Grade 3 Early Childhood Education	2020	425146	Early Childhood Coordinator	1/3
124							
125							
126							

Member Matt Lenz introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING THE ADMINISTRATION  
TO MAKE RECOMMENDATIONS FOR REDUCTIONS  
IN PROGRAMS AND POSITIONS AND REASONS THEREFOR.

WHEREAS, the financial condition of the school district dictates that the school board must review and possibly reduce expenditures immediately, and

WHEREAS, this reduction in expenditure may include discontinuance of positions and discontinuance or curtailment of programs, and

WHEREAS, a determination must be made as to which teachers' contracts may be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

BE IT RESOLVED, by the School Board of Independent School District No. 716, as follows:

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions to effectuate economies in the school district and reduce expenditures and, make recommendations to the school board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

The motion for the adoption of the foregoing resolution was duly seconded by Member Tracy O'Brien and upon vote being taken thereon, the

following voted in favor thereof: Kahle, O'Brien, Keup, Lenz, Gregory, Gardner  
and the following voted against the same: None

whereupon said resolution was declared duly passed and adopted.

CERTIFICATION OF MINUTES RELATING TO SPECIAL ELECTION

Issuer: Independent School District No. 716 (Belle Plaine), Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting held on February 26, 2018 at 6:00 p.m. at the School District offices.

Members present: Kahle, O'Brien, Keup, Lenz, Gregory, Gardner

Members absent: None

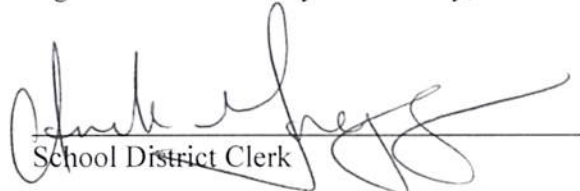
Documents attached:

Minutes of said meeting (including):

RESOLUTION ESTABLISHING THE LOCATION FOR ABSENTEE VOTING  
AND AN ABSENTEE BALLOT BOARD FOR SCHOOL DISTRICT  
ELECTIONS NOT HELD ON THE DAY OF A STATEWIDE ELECTION

I, the undersigned, being the duly qualified and acting recording officer of the public corporation referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer this 26<sup>th</sup> day of February, 2018.

  
School District Clerk

Member Gregory introduced the following resolution and moved its adoption, which motion was seconded by Member Lenz:

RESOLUTION ESTABLISHING THE LOCATION FOR ABSENTEE VOTING  
AND AN ABSENTEE BALLOT BOARD FOR SCHOOL DISTRICT  
ELECTIONS NOT HELD ON THE DAY OF A STATEWIDE ELECTION

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 716 (Belle Plaine), Minnesota (the School District) as follows:

It is hereby found, determined and declared as follows:

1. This Board hereby establishes the Belle Plaine District Center, 130 South Willow Street, Belle Plaine, Minnesota as the location for absentee voting with respect to School District elections not held on the day of a statewide election.

2. This Board hereby establishes a ballot board (the Ballot Board) to process, accept and reject absentee ballots with respect to School District elections not on the day of a statewide election, pursuant to Minnesota Statutes, Section 203B.121.

3. The Ballot Board shall consist of a sufficient number of election judges trained in the handling of absentee ballots. The election judges shall be appointed as provided in Minnesota Statutes, Sections 204B.19 through 204B.22. The Ballot Board may include School District staff members trained as election judges.

4. The clerk or the clerk's designee is hereby authorized and directed to appoint the members of the Ballot Board. The clerk or the clerk's designee shall establish, maintain and update a roster of members appointed to and currently serving on the Ballot Board and shall report to this Board from time to time as to its status.

5. Each member of the Ballot Board shall be paid reasonable compensation for services rendered during an election at the same rate as other election judges; provided, however, that District staff members receiving compensation for regular duties shall not receive additional payment for Ballot Board duties performed during the regular work day.

Upon vote being taken thereon, the following voted in favor thereof

Kahle, O'Brien, Keup, Lenz, Gregory, Gardner

and the following voted against the same:

None

whereupon the resolution was declared duly passed and adopted.

**Belle Plaine High School Band**  
**Mini-Tour of Eau Claire, Wisconsin**  
**Including Participation in Workshop with Dr. John Stewart at UWEC**  
**March 16-17, 2018**

The following itinerary provides an overview of your tour events and timings.

**\*\* It is important to understand that times and activities are subject to change before or during the tour. \*\***

**Purpose**

As a performing arts group, part of the high school band experience is taking tours. Tours to Disney, Europe, to small mini-tours such as this, provide students with an experience that can't be replicated at school. Traveling, performing, and workshops with a large group of peers can bring rewards on multiple levels. Students will have a chance to grow emotionally, socially, and of course musically. See below for the specifics on the workshop with Dr. John Stewart. It is a great opportunity for our students to work with one of the finest conductors in the midwest.

**Friday, March 16, 2018**

- |                            |   |
|----------------------------|---|
| <b>Breakfast</b>           | Before you arrive   |
| <b>7:45 am</b>             | Meet as a group at Belle Plaine High School to load luggage & instruments   |
| <b>8:00 am</b>             | Depart Belle Plaine High School this morning to begin your journey to the University of Wisconsin Eau Claire. (Approximate drive time is 2 hours and 15 minutes without stops, 131 miles) |
| <b>10:30 am</b>            | Arrive on campus at the University of Wisconsin Eau Claire  |
| <b>11:00 am</b>            | Workshop with Dr. John Stewart - Rehearsal Hall<br>Details: He will be personally rehearsing the band on musicality techniques such as balance, blend, articulation, etc..                |
| <b>12:45 pm</b>            | Load motorcoach and depart for Oakwood Mall (Approximate drive time is 6 minutes)<br>4800 Golf Road, Eau Claire, WI 54701   |
| <b>Lunch/<br/>Shop</b>     | On your own   |
| <b>Approx.<br/>3:00 pm</b> | Load motorcoach and depart for your hotel (Approximate drive time is 4 minutes)   |
|                            | <b>Metropolis Resort &amp; Conference Center</b><br>5150 Fairview Drive<br>Eau Claire, WI 54701<br>Phone: (844) 855-2724<br>metropolisresort.com  |
| <b>3:20 pm</b>             | Check-in at hotel <b>**if we can get early check-in we will do so**</b>   |

**Friday, March 16, 2018 cont.**

- 4:00 pm** Free time to explore and enjoy the hotel, Action City, Chaos Water Park (passes available)
- 6:00 pm** **Dinner provided** - meet for dinner (TBD)
- 6:30 pm** Free time to explore and enjoy Action City & Chaos Water Park

**Friday, March 16, 2018 cont.**

**10:30 pm** Quiet time in rooms

**Approx.**

**10:45 pm** Room checks

Meals on your own: 2 (breakfast & lunch)

Meals provided: 1 (dinner)

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**Saturday, March 17, 2018**

- 8:00-10:00 am** Breakfast on your own at "The Pub" - see attached menu for pricing
- 10:30 am** Final room checks and load motorcoach for restaurant TBD (Red Robin, Buffalo Wild Wings, etc.)
- 11:00 am** Arrive for lunch
- 1:00pm** Board motorcoach for Minnesota  
*Please note: You will not see your luggage under the coaches until you arrive at Minnesota. Be sure to bring anything you need for the ride home in your carry-on on the coach.*
- 3:20pm** Arrive back at Belle Plaine High School  
\*\*This time could vary depending on how long lunch takes\*\*

Meals on your own: 2 (breakfast & lunch)

## More Information - Mini-Tour 3/16-17

### **Cost (from activity account)**

\$2,175 - motorcoach (Lake Crystal Coaches)

\$3,275 - lodging (Metropolis Resort - waterpark included)

\$250 - pizza dinner

Total: approx. \$5,700

### **Student Cost**

Breakfast - 1 (Saturday)

Lunch - 2 (Friday & Saturday)

Action City (if they want a pass for trampoline park, laser tag, etc) - \$25

Total: approx. \$55

## Spring Break Trip 2018

March 25th-27th

Ramada Hotel and Suites Sioux Falls  
1301 W Russell St, SFSD 57104

Sunday, March 25

8:00 am - Leave from high school  
bathroom/snack break in Windom  
11:30 am - Arrive in Sioux Falls - Augustana University  
Noon - Watch Augustana Baseball Double Header  
Bring Bag Lunch or Lunch on own at Stadium

5:00 pm or after games - Check into Hotel  
Ramada

6:30 pm - Pizza Supper (Included in cost)  
7:30 pm - Pool/Waterpark  
11:00 pm - Lights out/Room Check

Monday, March 26

8:30 am - Breakfast at Hotel (Included in Cost)  
9:30 am - Batting competition with in Augustana Hittrax hitting simulator  
Fast food lunch - (Included in Cost)  
Afternoon(Time TBD) - Practice/Scrimmage on Augustana turf field  
Free time during the day for pool/waterpark  
Team Supper (Players Cover Cost)  
Team Outing (Included in Cost)  
11:00 pm - Lights out/Room Check

Tuesday, March 27

8:30 am - Breakfast at Hotel (Included in Cost)  
9:30 am - Practice at Augustana turf Field  
11:00 am - Check out of hotel  
Fast Food lunch(Included in Cost) and/or food at the stadium(players cover cost)  
1:30 pm - SMSU Baseball DH at Sioux Falls University  
6:00 pm(or after games) - Leave for home  
9:30 pm (Approximate) - Arrive home

## **Packing List**

### **- Drivers License or ID's**

- Baseball Pants for scrimmage
- BP Baseball Hat
- Jock/Cup
- Glove
- Cleats
- Bat Bag
- Practice Pants - Sweatpants or baseball pants
- Workout Shorts
- Practice T-Shirts
- Tennis Shoes
- Trunks
- Sandals
- Clothing For non baseball Activities
- Jacket or Coat AND Long Sleeve Shirt or Sweatshirt
- Toiletries – Toothbrush, Toothpaste, deodorant, contacts, glasses, etc...
- Things to do during free time, or in hotel room
- Spending Money (2 meals, souvenirs, gas station, snacks, etc)
- Sunglasses
- **Sunscreen! (Hopefully!)**

**@BPHS\_Baseball** - Follow us on Twitter for Sioux Falls pictures, updates and information!

# Important Sioux Falls Notes

\*\*\* Please eat breakfast before you leave. You can bring a bag lunch or eat at the game when we arrive.

\*\*\* You are responsible for paying for only 2 meals on your own. The team supper on Monday and the lunch on Sunday afternoon. We will cover all other meals.

\*\*\* Spending Money - There will not be a lot of opportunities for souvenirs except maybe at the two college games. There will be opportunities to stop at a gas station for snacks.

\*\*\* The bus, hotel, waterpark, team outing and meals(unless noted), are all included in the cost of the trip.

\*\*\* Please remember we are following all MSHSL and Belle Plaine High School rules. Any chemical violations, ( Alcohol, smoking, chewing tobacco, e-cigs, drugs, etc.), will result in a MSHSL violation, removal from the trip, and the parents will be responsible to come pick up the player.

\*\*\* The remaining \$75 of the trip cost is put into the players account and is due upon graduation. Don't forget that every fundraiser we do helps pay for these trips and each player 'earns' money for their account based on how much they sell.

\*\*\* We are going to practice both inside and outside so dress accordingly. It might be cold watching the college games so please bring warm clothes.

*Jst Reading: 05292007, 1/22/2018*

*J1st Reading: 9242007*

*Approved: 121172007*

*Reviewed: 12232013*

## **606 TEXTBOOKS AND INSTRUCTIONAL MATERIALS**

### **I. PURPOSE**

The purpose of this policy is to provide direction for selection of textbooks and instructional materials.

### **II. GENERAL STATEMENT OF POLICY**

The school board recognizes that selection of textbooks and instructional materials is a vital component of the school district's curriculum. The school board also recognizes that it has the authority to make final decisions on selection of all textbooks and instructional materials.

### **III. RESPONSIBILITY OF SELECTION**

- A. While the school board retains its authority to make final decisions on the selection of textbooks and instructional materials, the school board recognizes the expertise of the professional staff and the vital need of such staff to be primarily involved in the recommendation of textbooks and instructional materials. Accordingly, the school board delegates to the superintendent the responsibility to direct the professional staff in formulating recommendations to the school board on textbooks and other instructional materials.
- B. In reviewing textbooks and instructional materials during the selection process, the professional staff shall select materials which:
1. support the goals and objectives of the education programs;
  2. consider the needs, age, and maturity of students;
  3. foster respect and appreciation for cultural diversity and varied opinion;
  4. fit within the constraints of the school district budget;
  5. are in the English language. Another language may be used, pursuant to Minn. Stat. § 124D.61;
  6. permit grade-level instruction for students to read and study America's founding documents, including documents that contributed to the foundation or maintenance of America's representative form of limited government, the Bill of Rights, our free-market economic system, and patriotism; and

7. do not censor or restrain instruction in American or Minnesota state history or heritage based on religious references in original source documents, writings, speeches, proclamations, or records.
- C. The superintendent shall be responsible for developing procedures and guidelines to establish an orderly process for the review and recommendation of textbooks and other instructional materials by the professional staff. Such procedures and guidelines shall provide opportunity for input and consideration of the views of students, parents, and other interested members of the school district community. This procedure shall be coordinated with the school district's curriculum development effort and may utilize advisory committees.

#### IV. SELECTION OF TEXTBOOKS AND OTHER INSTRUCTIONAL MATERIALS

- A. The superintendent shall be responsible for keeping the school board informed of progress on the part of staff and others involved in the textbook and other instructional materials review and selection process.
- B. The superintendent shall present a recommendation to the school board on the selection of textbooks and other instructional materials after completion of the review process as outlined in this policy.

#### ~~V. RECONSIDERATION OF TEXTBOOKS OR OTHER INSTRUCTIONAL MATERIALS~~

- ~~A. The school board recognizes differences of opinion on the part of some members of the school district community relating to certain areas of the instruction program. Interested persons may request an opportunity to review materials and submit a request for reconsideration of the use of certain textbooks or instructional materials.~~
- ~~B. The superintendent shall be responsible for the development of guidelines and procedures to identify the steps to be followed to seek reconsideration of textbooks or other instructional materials.~~
- ~~C. The superintendent shall present a procedure to the school board for review and approval regarding reconsideration of textbooks or other instructional materials. When approved by the school board, such procedure shall be an addendum to this policy.~~

#### V. RECONSIDERATION OF TEXTBOOKS OR OTHER INSTRUCTIONAL MATERIALS

Parents, guardians or adult students, 18 years of age or older, can review the content of Instructional resources used in the classroom. Arrangements to review resources can be made with school personnel at any time. School personnel will notify parents regarding the use of instructional resources known to be controversial. This notification will be sent in a timely manner, so that parents have the opportunity to review the resource and/or select alternative instruction prior to its use in the classroom.

1. If the parent, guardian or adult student objects to the content of the instructional materials, alternative instruction may be requested.

2. Alternative instruction may be provided by the parent, guardian, or adult student if the alternative instruction that is offered by the school board, does not meet the concerns of the parent, guardian, or adult student. In consultation with the instructor, the alternative instruction must meet the unit learning objectives.
3. The school board is not required to pay for the costs of alternative instruction provided by a parent, guardian or adult student.
4. School personnel may not impose an academic or other penalty upon a student merely for arranging alternative instruction. School personnel may evaluate and assess the quality of the student's work.

## VI. CHALLENGE PROCEDURE:

### A. Statement of Procedure and To Whom It Applies

Administrative rules and regulations attendant to this policy provide procedures by which students, parents, guardians or employees may request reconsideration of instructional resources. In the event that resources are challenged on these grounds, the First Amendment Rights of the Constitution of the United States of America are of primary importance. These rights are further delineated in the Library Bill of Rights of the American Library Association and in the Minnesota Board of Education's Policy on the Freedom to Teach, to Learn, and to Express Ideas in the Public Schools.

### B. Origin of Challenge

A challenge is defined as a written statement of opposition to a resource requesting that it be excluded, included, or restricted. A challenger must be a parent, guardian, adult student or employee of the school district who objects to the inclusion or exclusion of instructional resource(s) in the district's educational program. Only a challenger may issue a challenge.

### C. Step by Step Procedure When a Challenge Occurs

*Step 1:* The challenger will be directed and assisted in a meeting with the appropriate teacher(s), library media specialist(s), curriculum director, or instructor(s) for an informational meeting regarding the use of the resource in question.

The staff member will immediately advise the school principal or designee of the challenge and then attempt to resolve the issue informally in a respectful manner.

*Step 2:* After reading or viewing the challenged material in its entirety, the challenger will be given a copy of this policy and may submit a "Statement of Concern About Instructional Resources" form to the principal of the school involved. The certified personnel involved will submit to the principal a "Staff Response to Challenged Resources" form within five (5) working days of receipt of the "Statement of Concern About Instructional Resources." The principal will inform the superintendent and other

appropriate personnel of the challenge. A complete copy of the “Staff Response to Challenged Resources” will be provided to challenger.

*Step 3:* Upon receipt of the completed forms, the principal will request review of the challenged material by a Resource Review Committee within fifteen (15) working days. It will be up to the discretion of the involved principal whether or not the challenged resource be used during the reconsideration process. The membership of the committee will be composed of the principal, the Director of Curriculum and Assessment, 2 parent members of the Curriculum Advisory Committee, students (where appropriate), and three teachers appointed by the principal. No committee member will be a party to the challenged resource’s request for reconsideration.

*Step 4:* Upon receipt of the completed forms, the Resource Review Committee will take the following steps:

- a) Read, view or listen to the resource in its entirety.
- b) Invite the challenger and certified staff to the meetings of the committee as observers if they wish to be present for purposes of clarification.
- c) Check general acceptance of the resource by reading reviews and consulting recommended lists.
- d) Determine the extent to which the resource supports the curriculum and the curriculum selection process.
- e) Review the “Statement of Concern” and “Staff Response to Challenged Resources” in the presence of the certified staff and challenger if they wish to be present to observe the proceedings.
- f) Complete the “Resource Review Committee Response” form, judging the material for its strength and value as a whole and not in part.
- g) Present a written decision to the challenger within twenty (20) working days of the principal’s receipt of the “Statement of Concern About Instructional Resources” form following the initial resources review committee meeting.

*Step 5:* If either party is not satisfied with the decision of the Resource Review Committee, the decision may be appealed to the school board through the superintendent. The school board shall notify the challenger when the challenge will be considered by the board. Any decision made by the school board will be final.

***Legal References:*** Minn. Stat. § 120A.22, Subd. 9 (Compulsory Instruction Curriculum) Minn. Stat. § 120B.235 (American Heritage Education)  
Minn. Stat. § 123B.02, Subd. 2 (General Powers of Independent School Districts)  
Minn. Stat. § 123B.09, Subd. 8 (School Board Responsibilities) Minn. Stat. § 124D.59-124D.61 (Limited English Proficiency)  
Minn. Stat. § 127A.10 (State Officials and School Board Members to be Disinterested; Penalty)

*Hazelwood Sch. Dist. v. Kuhlmeier*, 484 U.S. 260, 108 S.Ct. 562, 98 L.Ed.2d 592 (1988)  
*Pratt v. Independent Sch. Dist. No. 831*, 670 F.2d 771 (8th Cir. 1982)

**Cross References:** MSBAIMASA Model Policy 603 (Curriculum Development) MSBA/MASA Model Policy 604 (Instructional Curriculum)

**INDEPENDENT SCHOOL DISTRICT 716**

**STATEMENT OF CONCERN ABOUT INSTRUCTIONAL RESOURCE**

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code \_\_\_\_\_

- 1) Resource(s) on which you are commenting. (Include title, author, copyright as appropriate.)
  
- 2) School, grade level, subject area resource is used.
  
- 3) What or who brought this (these) resource(s) to your attention?
  
- 4) Please comment on the resource(s) as a whole:
  
- 5) Please comment on matters that specifically concern you.
  
- 6) What is the outcome you would like us to consider?

Please return this form to the appropriate building principal.

Please attach additional pages if needed.

**INDEPENDENT SCHOOL DISTRICT 716**

**STAFF RESPONSE TO CHALLENGED RESOURCES**

Name:

School:

Position/Title:

Description of Challenged Resource:

Title

Author/Creator:

Source:

Type of Resource (book, film/video, etc.):

1) What was your purpose in choosing this resource?

2) Describe the method(s) used to select the resource. Include district personnel consulted and outside resources consulted.

3) For what age group was this resource used, and how was it made available to students?

4) Describe the instructional methods used in presenting this resource.

5) What do you recommend the school do about this resource?

- Continue to use "as is"
- Use it with another age group
- Withdraw from student usage
- Other, explained:

Signature of Teacher: \_\_\_\_\_ Date: \_\_\_\_\_



*1<sup>st</sup> Reading: 05/29/2007*

*2<sup>nd</sup> Reading: 9/24/2007*

*Approved: 12/17/2007*

*Reviewed: 12/23/2013*

## **606 TEXTBOOKS AND INSTRUCTIONAL MATERIALS**

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  2. consider the needs, age, and maturity of students;
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  4. fit within the constraints of the school district budget;
  5. are in the English language. Another language may be used, pursuant to Minn. Stat. § 124D.61;
  6. permit grade-level instruction for students to read and study America's founding documents, including documents that contributed to the foundation or maintenance of America's representative form of limited government, the Bill of Rights, our free-market economic system, and patriotism; and

7. do not censor or restrain instruction in American or Minnesota state history or heritage based on religious references in original source documents, writings, speeches, proclamations, or records.
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#### **IV. SELECTION OF TEXTBOOKS AND OTHER INSTRUCTIONAL MATERIALS**

- A. The superintendent shall be responsible for keeping the school board informed of progress on the part of staff and others involved in the textbook and other instructional materials review and selection process.
- B. The superintendent shall present a recommendation to the school board on the selection of textbooks and other instructional materials after completion of the review process as outlined in this policy.

#### **V. RECONSIDERATION OF TEXTBOOKS OR OTHER INSTRUCTIONAL MATERIALS**

- A. The school board recognizes differences of opinion on the part of some members of the school district community relating to certain areas of the instruction program. Interested persons may request an opportunity to review materials and submit a request for reconsideration of the use of certain textbooks or instructional materials.
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**Legal References:** Minn. Stat. § 120A.22, Subd. 9 (Compulsory Instruction – Curriculum)  
Minn. Stat. § 120B.235 (American Heritage Education)  
Minn. Stat. § 123B.02, Subd. 2 (General Powers of Independent School Districts)  
Minn. Stat. § 123B.09, Subd. 8 (School Board Responsibilities)  
Minn. Stat. § 124D.59-124D.61 (Limited English Proficiency)  
Minn. Stat. § 127A.10 (State Officials and School Board Members to be Disinterested; Penalty)  
*Hazelwood Sch. Dist. v. Kuhlmeier*, 484 U.S. 260, 108 S.Ct. 562, 98

L.Ed.2d 592 (1988)

*Pratt v. Independent Sch. Dist. No. 831*, 670 F.2d 771 (8<sup>th</sup> Cir. 1982)

***Cross References:*** MSBA/MASA Model Policy 603 (Curriculum Development)  
MSBA/MASA Model Policy 604 (Instructional Curriculum)

1<sup>st</sup> Reading:  
2<sup>nd</sup> Reading:  
Approved:

## **299 STUDENT REPRESENTATIVE TO THE SCHOOL BOARD**

### **I. PURPOSE**

The school board recognizes its responsibility to develop educational policies that reflect the concerns of its constituency and the interests of students. A student representative on the school board provides a mechanism whereby the views, needs, and recommendations of students can be carefully considered in the development of policies and programs. Student representation on the school board is authorized in accordance with this policy.

### **II. GENERAL STATEMENT OF POLICY**

#### **A. Selection**

A student representative shall be selected from the student body of the Belle Plaine High School to serve on the school board. This student representative will provide student views and suggestions in regard to the development of educational policies and programs and will serve as an advisor to the school board.

#### **B. Eligibility**

The person selected from the student body shall be a member of the 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade classes during the selection period.

#### **C. Term**

The student representative shall serve for one calendar year beginning in January with the Organizational Meeting and ending on December 31<sup>st</sup> of the same year.

#### **D. Election**

The superintendent and high school principal shall establish the date and method for selection within the guidelines of this regulation and submit the name of the appointee to the school board.

**E. Duties**

1. The student representative shall attend all school board meetings and provide perspective, from the student point of view, to school board deliberations.
2. If the selected student representative is unable to attend a meeting, the High School Student Council President shall serve as a temporary substitute if requested.
3. The student representative will prepare for school board meetings by becoming familiar with agenda items and attached materials received prior to each school board meeting.
4. The student representative shall participate in the regular school board orientation and any other in-servicing activities deemed appropriate by the Superintendent and/or Board Chair.
5. The student representative shall attend applicable trainings and workshops as determined and recommended by the Superintendent and/or Board Chair. Transportation and applicable expenses will be paid for by the district.
6. The student representative shall abide by the school board's policies, rules of parliamentary procedure, and processes.

**F. Limitations**

1. The student representative shall not vote on issues before the school board.
2. The student representative shall not receive compensation for serving on the school board.
3. The student representative shall not be furnished or exposed to material and will not participate in discussions pertaining to the following:
  - a. personnel matters or private personnel data;
  - b. negotiation materials;
  - c. land acquisition or sale information;
  - d. items covered by the attorney-client privilege;
  - e. private student data, including student discipline information.

*Legal References:*

*Cross References:*