



LIMITED PURCHASE ORDER
(Not to Exceed \$200.00)

VENDOR NAME AND ADDRESS: Seeta Connell c/o FLC	DELIVERY INSTRUCTIONS: (Check one) <input checked="" type="checkbox"/> Deliver to Address Below <input type="checkbox"/> Will Call FLC 10 College Parkway Folsom, CA 95630
---	--

ITEM	DESCRIPTION GIVE COMPLETE DESCRIPTION INCLUDING CAT. NO. & SIZES	ORDERED			UNIT PRICE	TOTAL
		QUANTITY	UNIT	STOCK NO.		
1	Food for Makerspace Event					141.00
2						
3						
4	- Roster attached					
5						
6	- Agenda attached					
7						
8	- Memo regarding use of outside vendor					
9						
10	(Invoice attached)					

Purchases Charged to Categorical Programs, Grants or Special Projects This purchased is in compliance with the requirements of: Makerspace Grant Program Name: <u>442D</u> For grants/special projects: <u>442D</u> Project/Grant Number: <u>442D</u> Program Goal/Objective Number/Explanation: <u>Eligible Grant Purchase</u>	SUB-TOTAL: 141.00 SALES TAX: 8.75 TOTAL: 152.63 (Not to Exceed \$200.00)
--	---

VENDOR: Reference P.O. number on all invoices and packing slips. Total invoice may not exceed \$200.00 including tax and shipping costs. Mail invoices in duplicate to: Los Rios Community College District, Accounting Department, 1919 Spanos Court, Sacramento, CA 95825.

Received by: [Signature] Date: 4-16-19

I/WE hereby certify the items/services listed above are to be obtained in accordance with District Regulation 8323, Section 4, Conflict of Interest, and all other applicable district, state, and federal policies, rules, regulations, and laws.

REQUESTED BY: Linda Santoro TYPED/PRINT DATE: 5-8-19

REQUESTED BY: [Signature] SIGNATURE DATE: 8 May 2019

Bus. Unit: 49000 Account: 00000 Fund: 2019 Org: 442D Amount: \$ 152.63

APPROVED: [Signature] DEAN OR OTHER AUTHORIZED SIGNATURE DATE: 5/10/19

APPROVED: [Signature] VICE PRESIDENT, ADMINISTRATION DATE: 5/10/19

Program: / Sub-Class: / BY: / Proj/Grnt: / Amount: /

ENTERED
[Signature]

✓ 2 AOPS 5/14/19

To: Business Services, Folsom Lake College

From: Greg McCormac, Dean, Instruction

Re: Purchase of food for Makermatic internship event

May 2, 2019

Folsom Lake College Makerspace hosted an internship event, Makermatic, April 16-18, 2019. This event is supported by the CCC Maker grant. This event was focused exclusively on interns solving a specific business problem. As such, the Makerspace internship coordinator, Seeta Conwell, lead the efforts to plan and implement the event. As the point person for the event she was in charge of securing food. After being informed that Aramark could not supply food for the event, made arrangements to purchase from local partners. She will be submitting receipts for reimbursement.

Folsom Lake College Makermatic Internship

April 16-18, 2019

Tuesdays, April 16 Agenda

8am

- Breakfast
- Ball Toss Activity (A-Z animals + name introductions)

8:30am Introduce Makermatic & Coaches

8:45am Marshmallow Challenge

9:15am Introduce Business Leader & Challenge

- Introduce Business Leader "Gap Gary"
- Introduce Their Challenge

10:30am

- Post-It Note Challenge
 - Coaches Categorize Challenges as Interns Develop Them

12noon Lunch

12:30pm

- Select Top 5 Challenges
 - All Interns Receive 5 Dots & Select Their Favorite Challenges
- Skill Builder: Empathy

1:15pm

- TEAMS!
- Skill Builder: Teaming

2:00pm

- Exercise: recipe
- Exercise: Generate Great Ideas
- Start Ideation
 - Group Selects Challenge
 - Brainstorms List of Possible Solutions

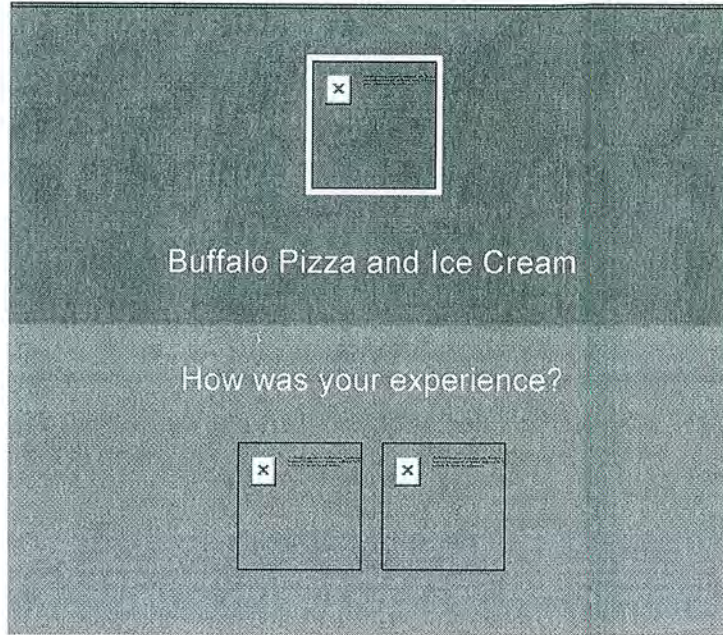
4:15pm

- Introduce Journal

Seeta Conwell

From: Buffalo Pizza and Ice Cream via Square <receipts@messaging.squareup.com>
Sent: Tuesday, April 16, 2019 7:43 AM
To: sconwell@edgemoire.com
Subject: Receipt from Buffalo Pizza and Ice Cream

Square automatically sends receipts to the email address you used at any Square seller. [Learn more](#)



\$ 152.63

16" Large Breakfast Pizza	\$28.00
+ Bacon (\$5.00)	
16" Spinach & Mushroom Breakfast pizza (Large 16")	\$29.00
16" Large Breakfast Pizza	\$26.00
+ Chorizo (\$3.00)	
16" Large Breakfast Pizza	\$23.00
+ Plain (Daybreak)	
16" Canadian Groundhog (Large 16")	\$29.00
Delivery (Outside Delivery Zone)	\$6.00
Purchase Subtotal	\$141.00
New Tax (8.25%)	\$11.63

Korniychuk, Margarita

From: Santoro, Linda
Sent: Monday, May 13, 2019 9:29 AM
To: Machani, Rachana
Cc: Conwell, Seeta; Korniychuk, Margarita; Harman, Joany
Subject: RE: LPO S F3624,F3629,F3628,F3626,F3612,F2409,F3613,F3614,F3627, &F3625 (442D Project/Grant)

Hi Rachana,

It was a closed event. The same list of attendees applies to all the LPO's that were submitted!

Staff:

Greg McCormac
Seeta Conwell
Zack Dowell
Nicole Shuman
CJ Costa
Clarity Mitrising
Hayes Payne

Guest speakers:

Scott Johnson
Chris Koch
Missy

Student interns:

Intern	ID #
Bhusal, Aishwarya	W1669637
Lopez, Luis	W1582612
Iniguez, Abraham	W1757394
Mohsen Mirmobini	w1650246
Yunus Kulyyev	w1476286
da som lee	w1633462
Alisha Galuza	W1643270
Ian Liszt	w1558256
Adam Kruse	w1766460
Bernald Stanhope	W0565182
panzy chattha	W0781812
Daniel Moody	w1738584
Baker, Brent	w1645772
Lillian Xu	w1729921