



LOS RIOS COMMUNITY COLLEGE DISTRICT
1919 Spanos Court • Sacramento, CA 95825-3981

P.O. No. F 3670

Date 1/13/2020

LIMITED PURCHASE ORDER

(Not to Exceed \$200.00)

VENDOR NAME AND ADDRESS: Valerie Chueh Reimbursement	DELIVERY INSTRUCTIONS: <input checked="" type="checkbox"/> Deliver to Address Below (Checkone) <input type="checkbox"/> Will Call Valerie Chueh FLI-110
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ITEM	DESCRIPTION GIVE COMPLETE DESCRIPTION, INCLUDING CAT. NO. & SIZES	ORDERED			UNIT PRICE	TOTAL
		QUANTITY	UNIT	STOCK NO.		
1	Equity Center Staff Retreat					
2	Wed, 01/15/2020					
3						
4	Panera Bread Breakfast for 7					\$ 59.65
5	(pick up)					
6	Order # 13370686					
7	01/9/2020					
8						
9	PAID CH# 94-790013					
10	01/23/20 AMT \$59.65					

Purchases Charged to Categorical Programs, Grants or Special Projects
This purchased is in compliance with the requirements of:

Program Name: SEAP
 For grants/special projects: 570A
 Program Director/Coord. Signature: [Signature]
 Project/Grant Number: 570A
 Program Goal/Objective Number/Explanation: Equity Training

SUB-TOTAL	
SALES TAX	3.03
TOTAL (Not to Exceed \$200.00)	\$59.65

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.

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.

Received by: [Signature] Date: 1/21/2020

REQUESTED BY: Valerie Chueh TYPED/PRINT DATE: 1/13/2020

Bus. Unit Account Fund Org: GENFD / 5200 / 12 / FL.VS.SEAP

REQUESTED BY: [Signature] SIGNATURE DATE: 1/21/2020

Program Sub-Class BY Proj/Gmt Amount: 6211 / 00000 / 2020 / 570A \$ 59.65

APPROVED: [Signature] DEAN OR OTHER AUTHORIZED SIGNATURE DATE: 01/21/2020

Bus. Unit Account Fund Org: / / /

APPROVED: [Signature] VICE PRESIDENT, ADMINISTRATION DATE:

Program Sub-Class BY Proj/Gmt Amount: / / / \$



Customer Information

Contact Name:

Valerie Chueh

Contact Phone Number:

530-400-0933

Email Address:

valeriechueh@gmail.com

Thank you for your order!

Order Number:

13370686

Expected Pick Up Time:1/15/2020
07:45 AM - 08:00 AM**Order Placed Time:**

1/9/2020 1:17 PM PST

If you need assistance with your order please contact:

Folsom - Palladio ParkwayCafe # 202210
380 Palladio Pkwy
Folsom, CA
☎ 916-984-4953

Order Details

Order Type:

Pick Up

Pick Up Address:380 Palladio Pkwy
Folsom, CA 95630**Date:**

1/15/2020 Wednesday

Delivery Instructions:

Main hallway of Aspen Hall inside Equity Center. Please arrive around 7:50-7:55am.

Expected Pick Up Time:

07:45 AM - 08:00 AM

Special Instructions:

Picking up for an event at Folsom Lake College that begins at 8:00am. Please include coffee condiments, and text or call with any questions. 530-400-0933

Cafe Phone Number:

☎ 916-984-4953

Order Summary

Reward your team and clients and save! 10% off Panera Gift Card purchases of \$1,000 or more.

Qty	Description	Item Price	Amount
3	Maple Bacon, Scrambled Egg & Cheese Wrap	\$5.59	\$16.77
	+ On the Side Basil Pesto		
	+ Spinach		
	+ On the Side White Bean Puree		
	+ On the Side Chipotle Aioli		



Qty	Description	Item Price	Amount
2	Chipotle Chicken, Scrambled Egg & Avocado Wrap + On the Side Sweet Maple + On the Side White Bean Puree + On the Side Basil Pesto - No Peppadew Peppers - No Cilantro - No Avocado	\$5.59	\$11.18
2	Mediterranean Egg White Wrap + On the Side Sweet Maple + On the Side Chipotle Aioli + On the Side Basil Pesto Prepared For: Valerie Chueh Special Instructions: If no cost, please include cilantro and peppers on the side.	\$5.59	\$11.18
1	Dark Roast Coffee Tote	\$17.49	\$17.49

Subtotal: \$56.62
Tax: \$3.03
Total: \$59.65

Payment Information

Cardholder Name	Payment Type	Card Number	Amount
Valerie Chueh	VISA	XXXX-XXXX-XXXX-8047	\$59.65



Equity Center Staff Retreat

SPRING 2020

AGENDA | WEDNESDAY, JANUARY 15, 2020

TIME	ACTIVITY	LEAD	LOCATION
8:00 - 8:20am	Breakfast, Welcome & Land Acknowledgement, Intention Setting, Intros	Valerie Chueh	Equity Center
8:20 - 8:40am	Our Mission, Why Equity, Why Data	Valerie Chueh, Nicole Griffin, Alondra Lopez, Lillian Xu	Equity Center
8:40 - 8:55am	Daily Operations	Alondra Lopez, Lillian Xu	Equity Center
8:55 - 9:00am	Self-Care Break / Head to FL2-207		
9:00 - 11:55pm	FLC Freedom of Expression Response & Support Team (FERST) Training	Joe Martinez (UC Davis), Sonia Ortiz-Mercado (Vice President of Student Services)	Cypress Hall FL2-207
12:00 - 1:00pm	Lunch with Leaders: President Whitney Yamamura, Vice President of Student Services Sonia Ortiz-Mercado, Vice President of Administration Augustine Chavez, Vice President of Instruction Monica Pactol, Interim Dean of Student Success Dr. Molly Senecal, Dean of Student Services Dr. Kellie Butler, Dr. Victoire Chochezi, UC Davis Student Expression & Activities Coordinator Joe Martinez	Valerie Chueh	Equity Center
1:00 - 1:45pm	Poetry performance, Q&A, and Writing Workshop	Dr. Victoire Chochezi	Equity Center
1:45 - 1:55pm	Holding Space, Expectations Contract, Closing	Valerie Chueh	Equity Center
1:55 - 2:00pm	Self-Care Break / Head to FL2-157		
2:00 - 3:20pm	Trauma-informed Care: Helping Students Overcome Emotional Barriers to Student Success	Mendoza	Cypress Hall FL2-157