

MEMORANDUM OF UNDERSTANDING
By and Between
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
And
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT CHAPTER #291

October 21, 2025

Terms and Conditions: This Memorandum of Understanding is entered into by and between the San Bernardino Community College District (hereinafter, "District") and the California School Employees Association, and its Chapter #291, (hereinafter "Association"), collectively referred to as "the Parties".

RECITALS

In or about December 2023, the Parties made and entered into a Memorandum of Understanding (attached herein), which the Parties regard as the terms and conditions of the Classification and Compensation Study Process that will be adhered to, specifically when reviewing the District's classified job descriptions. The study will be conducted in three (3) phases, with start and end dates subject to change based on the completion of the preceding phase and negotiations; therefore, the Parties agreed to the following in part for Phase 1 of the Classification and Compensation Study:

PHASE I

1. The Parties negotiated that the date of implementation of the effects of Phase 1 of the Classification and Compensation Study shall be March 1, 2024, and that implementation will occur within two (2) pay cycles after the completion of the CSEA 610 process and the Board of Trustee's approval.
2. In addition, any unit members who receive an increase in range due to Phase 1 of the Classification and Compensation Study shall not suffer a decrease in compensation and shall retain their step placement on the classified salary schedule.

TERMS

1. In alignment with the terms and conditions outlined in the Memorandum of Understanding, the Parties hereby acknowledge that the following classified job classifications were reviewed during Phase 1 of the Classifications and Compensation Study and shall remain "status quo":
 - Administrative Clerk
 - Academic Support Services Specialist
 - Aquatic Center Pool Attendant
 - Institutional Advancement Coordinator
 - Laboratory Assistant I – Aeronautics
 - Laboratory Assistant I – Electricity/Electronics
 - Laboratory Assistant I – Emergency Medical Services (EMS)
 - Laboratory Assistant II – Multimedia
 - Laboratory Assistant II – Welding
 - Marketing & Communications Coordinator – KVCN/FNX
2. In alignment with the terms and conditions outlined in the Memorandum of Understanding, the Parties hereby acknowledge that the following classified job classifications were reviewed during

Phase 1 of the Classifications and Compensation Study and where necessary shall be revised to: (1) enhance internal alignment, (2) update job duties and responsibilities, and (3) adjust the range to reflect the median:

- Administrative Assistant I
 - Administrative Assistant II
 - Administrative Assistant III
 - Administrative Coordinator
 - Athletic Trainer
 - Culinary Program Specialist (**previously titled Laboratory Assistant II – Culinary Arts)
 - Curriculum Analyst (** previously titled Curriculum Coordinator)
 - Development Assistant
 - Development Coordinator
 - Grant Technician
 - Laboratory Technician I – Biological Sciences
 - Laboratory Technician I – Computer Information Technology
 - Laboratory Technician I – Geo-Science and Anthropology
 - Laboratory Technician I – Physics
 - Laboratory Assistant II – Allied Health
 - Laboratory Assistant II – Art
 - Laboratory Technician III – Chemistry
 - Culinary Program Specialist (**previously titled Laboratory Assistant II – Culinary Arts)
 - Laboratory Technician II – Biological Sciences (** previously titled Laboratory Technician II – Anatomy & Physiology)
 - Laboratory Technician III – Microbiology (**previously titled Laboratory Technician II – Microbiology)
 - Library Media Clerk
 - Library Technical Assistant I
 - Library Technical Assistant II
 - Physical Education and Athletic Equipment Specialist
 - Planetarium Production & Presentation Coordinator
 - Project Analyst
 - Instructional Scheduling Analyst (**previously titled Schedule/Catalog Data Specialist)
 - Senior Theatre Arts Technical Support Specialist
 - Sports Information Specialist
 - Tool Room Specialist
3. In alignment with the terms and conditions outlined in the Memorandum of Understanding, the Parties hereby acknowledge that the following classified job classifications shall be added to the 2023-2026 CSEA Collective Bargaining Agreement, Article 1: Recognition, section 1.1 and Appendix A: Classified Unit Definition of the Agreement:
- CTE Program Support Specialist
 - Instructional Services Analyst

This Memorandum of Understanding constitutes the full and expressed agreement between the Parties with respect to the completion of the Phase 1 of the Classification and Compensation Study.

This agreement is subject to all approval required by the CSEA 610 Policy and the District.

For the District

Kristina Hannon, SBCCD
Vice-Chancellor, Human Resources,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis, Team Member

Yendis Battle, Team Member

Cedrick Wrenn, Team Member