

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

September 15, 2026

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".

The Parties agree to approve the interim Out-of-Class assignment for Alexis Gradillas, Administrative Assistant I, to the Administrative Assistant II, EDCT, under the following stipulations:

1. The length of the assignment will be October 16, 2026, through June 30, 2027, or until the Employee or management makes a decision to end the assignment. The Employee began working Out-of-Class on April 15, 2026, as an Administrative Assistant II.
2. The Employee will be compensated at Range 37, Step C. The salary range and step referenced in this MOU have been predetermined by the CSEA Collective Bargaining Agreement. The Employee will be afforded all the rights, privileges, powers, and leave accruals appropriate for the position, except for those expressly stated herein.
3. Upon completion of the Out-of-Class assignment, the Employee shall return to their regular classified position as Administrative Assistant I.
4. The District and the Association agree that during the Out-of-Class assignment, the Employee's seniority as Administrative Assistant I will continue to accrue, and the Out-of-Class assignment will not be construed in any manner as a break in service.

This Memorandum of Understanding constitutes the full and complete Agreement regarding the Out-of-Class assignment of Alexis Gradillas.

This agreement is subject to all approvals required by the CSEA 610 policy and the District.

For the District

For CSEA

Kristina Hannon, SBCCD
Vice Chancellor, Human Resources,
Police Services, Emergency/Employee
Risk Management & Payroll Services

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis, Team Member

Ginger Sutphin, Team Member

Juan Zavala, Team Member

Aida Gil, Team Member