

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 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 – KVCR/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/or (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
- 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 I: Recognition, section 1.1 and Appendix A: Classified Unit Definition of the Agreement:

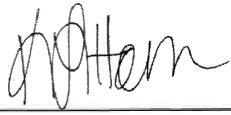
- CTE Program Support Specialist
- Instructional Services Analyst

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

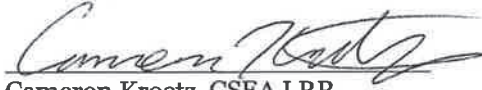
For CSEA



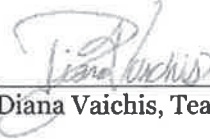
Kristina Hannon, SBCCD
Vice-Chancellor, Human Resources,
Payroll, Police Services and Health and
Safety Administration



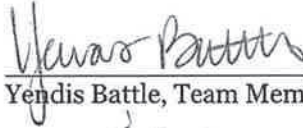
Ernest Guillen, President CSEA #291



Cameron Kroetz, CSEA LRR



Diana Vaichis, Team Member



Yendis Battle, Team Member



Cedrick Wrenn, Team Member

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By and Between
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
And
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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT CHAPTER #291

December 12, 2023

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").

In accordance with **Article 16: PERSONNEL**, specifically subsection 16.6: Classification and Compensation Study Process, the District will conduct a districtwide Classification and Compensation study to review and revise the District's classified job descriptions and to conduct a comparison of salary and benefits within the comparison market: Chabot-Las Positas CCD, Coast CCD, Contra CCD, Foothill-De Anza CCD, Grossmont-Cuyamaca CCD, Kern CCD, Los Angeles CCD, Los Rios CCD, North Orange County CCD, Peralta CCD, Rancho Santiago CCD, Riverside CCD, San Diego CCD, San Jose/ Evergreen CCD, San Mateo CCD, South Orange County CCD, State Center CCD, Ventura County CCD, West Hills CCD, West Valley-Mission CCD, Yosemite CCD, and Yuba CCD.

The Classification and Compensation Study implementation plan is to improve internal alignment, clearly define career ladders, and bring classifications whose pay range medians are behind the median of similar positions in the comparison of salary as close as feasible to median. All bargaining unit positions and job families will be reviewed in the classification and compensation study. All recommendations are negotiable by the negotiating teams (salary adjustments, job description changes, etc.). Unit members who receive an increase in range due to the Classification and Compensation study shall not suffer a decrease in compensation, and shall retain their step placement on the salary schedule.

The Classification and Compensation Study process shall include a comprehensive job description review by the Ad Hoc Committee, Position Description Questionnaire (PDQ), and the draft preparation and review. The committee makeup of the AD HOC Committee shall be mutually agreed upon between the District and the Association. The District shall provide reasonable-release time for the Association members for all meetings of the Ad Hoc Committee, and workgroup time therein. The District shall collect and analyze data regarding compensation for all classifications, and forward this data to the Ad Hoc Committee. The Ad Hoc Committee shall review the PDQs and data collected and send forth their recommendations to the Negotiation Teams for negotiating the completion and implementation of the Classification and Compensation Study per Article 16.6.

The Classification and Compensation Study process will be conducted in three (3) phases, with start and end dates subject to change due to completion of preceeding phase and negotiations, as follows:

Phase 1 (January 2024 – March 2024)

- Administrative/Clerical Support
- Instructional Support

Phase 2 (April 2024 – July 2024)

- Student Services
- Business/Fiscal Services

Phase 3 (August 2024 – October 2024)

- Maintenance and Operations/Administrative Services
- Technology Services
- Child Development

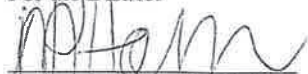
The Parties shall mutually attempt to complete the Classification and Compensation Study within (1) year of the date of ratification.

The Parties mutually agree that all reclassification requests shall be placed on hold and will be processed at the completion of the Classification and Compensation Study or within one (1) year from submission.

All negotiated effects to Classification and Compensation shall be effective at the end of each phase, with retroactive pay to the date of PDQ deadline for each phase and implemented within two (2) pay cycles after completion of the CSEA 610 policy and Board of Trustees' approval.

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

For the District



Kristina Hannon, SBCCD
Vice-Chancellor, Human Resources
and Police Services

For CSEA



Ernest Guillen, President CSEA #291



Noah Snyder, CSEA LRR

Diana Vaichis

Diana Vaichis, Team Member



Yendis Battle, Team Member



Kevin Limoges, Team Member