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

June 17, 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".

For the year 2025-2026, the health and welfare benefits for eligible unit members shall be as follows:

a. **Medical Plans Offered to Include a Choice of Seven (7) Medical Plans:**
   - Anthem Blue Cross Full Network Classic HMO (No Additional Cost Option)
   - Anthem Blue PPO Gold (No Additional Cost Option)
   - Anthem Blue Cross Full Network CA Care HMO (*+106.80)
   - Anthem Blue PPO Low (*+$336.00)
   - Anthem Blue PPO (*+$600.00)
   - Kaiser Low HMO $30 Co-Pay (*+$232.80)
   - Kaiser High HMO $15 Co-Pay (*+$265.20)

b. **Dental Plans Offered to Include a Choice of Two (2) Dental Plans:**
   - DeltaCare USA HMO (No Additional Cost Option)
   - Delta Dental PPO (*+$61.99)

c. **Vision Plan Offered**:
   - EyeMed (No Additional Cost)

d. **Chiropractic**:
   - Anthem Blue Cross (Cost Dependent on Chosen Plan)
   - Kaiser (Cost Dependent on Chosen Plan)

e. **Basic Life, Voluntary Life & Accidental Death, and Dismemberment (AD&D):**
   - Prudential Basic Life and Basic AD&D (No Additional Cost Option)
   - Prudential Voluntary Life and Voluntary AD&D (*Additional Cost Option)

f. **Employee Assistance Program (EAP):**
   - Anthem Blue Cross through SISC (No Additional Cost)

*All unit members' contributions are deducted on a 10thly basis.

In the event of any unforeseen changes to Article 10: Health and Welfare Benefits or Appendix E (Health and Welfare Benefits Plan) of the CSEA Collective Bargaining Agreement, the Association and/or the District reserve the right to reopen this MOU. This MOU is effective October 1, 2025 – September 30, 2026 (Benefit Plan Year).

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, Payroll, Police Services and Health and Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis, Team Member

Kevin Limoges, Team Member

Yendis Battle, Team Member

Cedrick Wrenn, Team Member

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

June 17, 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 April 2018, the Parties made and entered into a Memorandum of Understanding (attached herein), which the Parties considered a "contract" per Article 8.1.1 of the agreement between the Contractor (Follett) and the District, in addition to the Parties' collective bargaining agreement and any other applicable agreements or MOUs between the Parties. Therefore, the Parties agreed to the following in part:

EXISTING BOOKSTORE EMPLOYEES

1. The Parties, effective April 2018 and thereafter, have agreed that each existing bookstore unit member retains the right to remain indefinitely in his/her existing classified position at the bookstore, whether under the District or Contractor (Follett).

2. In addition, effective April 2018 and thereafter, each existing bookstore unit member may explore alternative placement within the District, which would be facilitated by the Office of Human Resources. In return, any existing bookstore unit members who accept a transition plan and change classification shall not be subject to any additional probationary period as a result of the transition.

3. In the event, that an existing bookstore unit member accepts an alternative placement with the District, a training plan shall be developed to provide the existing bookstore unit member the understanding of the responsibilities and the knowledge and skills to do the new classification.

TERMS

In alignment with the terms and conditions outlined in the Memorandum of Understanding, the Parties hereby acknowledge that bookstore unit member, **Kaila Wheeler,** has opted to explore an alternative placement within the District, and the detailed terms and conditions associated with this are as follows:

1. The Employee has mutually agreed to work an Out-of-Class assignment as an Administrative Assistant III classified position (PCN: C213302) in the Student Life/Student Health Center at Crafton Hills College. The length of the assignment will be July 1, 2025, through December 31, 2025, or until the Employee or management decides to end the assignment.

2. The Employee will be compensated at Range 41, Step A. The CSEA Collective Bargaining Agreement has predetermined the salary range and step referenced in this Memorandum of Understanding. The Employee will be afforded all the rights, privileges, powers, and leave accruals appropriate for the classified position, except those expressly stated herein.

3. Parties agree that during the Out-of-Class assignment, the Employee's seniority as a Bookstore Assistant will continue to accrue, and the Out-of-Class assignment will not be construed in any manner as a break in service.

4. The Employee may return to their classified position as the Bookstore Assistant at Crafton Hills College at any time and/or upon completing the Out-of-Class Assignment.

5. The District will assess the specific roles and responsibilities associated with the classified position of Administrative Assistant III and will provide training to the Employee. Regular check-ins will be conducted to support the Employee's development and address any questions or challenges that may arise.

6. This Memorandum of Understanding constitutes the full and complete Agreement regarding the Out-of-Class Assignment for Kaila Wheeler.

This Memorandum of Understanding constitutes the full and express agreement between the Parties with respect to the subject matter hereof and is the final, complete, and exclusive of the terms and conditions of this Memorandum of Understanding. There exists no other agreements, promises, inducements, or understandings other than those provided herein.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis, Team Member

Kevin Limoges, Team Member

Yendis Battle, Team Member

Cedrick Wrenn, Team Member

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

REGARDING BOOKSTORE EMPLOYEES

April 12, 2018

This Memorandum of Understanding (MOU) is made and entered into June 1, 2017, between California School Employees Association and its San Bernardino CCD Chapter 291 (hereinafter referred to as "Association") and San Bernardino Community College District (hereinafter referred to as "District"), collectively ("the parties"). This MOU shall be considered a "contract" per 8.1.1 of the agreement between the Contractor (Follett) and the District, in addition to the parties' collective bargaining agreement and any other applicable agreements or MOUs between the parties.

1. Existing Employees

   a) For existing Bookstore employees in the CSEA bargaining unit, the District will offer employees over the age of 55, regardless of service years, an early retirement incentive of one (1) year of salary plus retiree health benefits per Article 20.1 of the collective bargaining agreement in exchange for the employee agreeing to retire from District employment; however, they are not prohibited from becoming an employee of the Contractor.

   b) Disbursement of the one (1) year salary shall occur in two separate payments as follows: July 15, 2018 and January 31, 2019.

   c) Any Unit members wishing to retire shall receive the Long Service Recognition stipend according to Article 11.2 at a prorated rate to the date of retirement.

   d) For those employees that do not take the early retirement incentive, the District will require that the selected Bookstore Contractor keep existing employees on at the Bookstore as employees of the District as follows:

      i. All CSEA unit members may elect to remain on indefinitely as District Bookstore employees until he/she leaves his/her current position with the Bookstore. For existing employees in the CSEA bargaining unit, the terms and conditions of the current collective bargaining agreement between the District and CSEA will remain in effect and the employee will be subject to the same personnel policies and procedures as any other District employee in the CSEA bargaining unit.

      ii. CSEA unit members that remain on as District Bookstore employees shall be evaluated by their designated District supervisor under the same evaluation policies and procedures as any other District employee within the CSEA bargaining unit. For purposes of employee evaluations the evaluating manager shall be the designated District supervisor. The designated District supervisor shall perform employee evaluations. The same designated District supervisor shall be responsible for any discipline matters in accordance with Article 17 of the collective bargaining agreement. The designated District supervisor shall be a management level employee of the District.

iii. The District shall require that any management/supervisory employee(s) employed/hired by the Contractor abide by all of the terms and conditions of the current collective bargaining agreement between the District and CSEA.

iv. For the duration that the Bookstore is contracted by the District, the below Classification titles and their respective job descriptions shall remain within the CSEA bargaining unit and shall be maintained.
   i. Bookstore Customer Service Assistant
   ii. Bookstore Assistant I
   iii. Bookstore Assistant II
   iv. Assistant Bookstore Manager
   v. Book Buyer

v. Each CSEA Bookstore unit member retains the right to remain indefinitely in his or her existing position at the Bookstore whether under District or Contractor operation. Should any Bookstore employee choose to explore alternative placement within the District, the District's Human Resources Department will work with each District Bookstore employee to create a mutually agreed upon transition plan for the employee to transfer to a different position within the District; this shall not be misconstrued to circumvent the provisions provided within Article 1.2.3 of the CSEA collective bargaining agreement. The plan will include identifying potential positions the employee is qualified for, identifying training and/or education that may be needed in order to qualify for positions when the employee would be a good match for a position but does not meet all minimum qualifications, and develop a training and/or education plan and provide training and/or education if feasible in order for the employee to meet minimum qualifications in accordance with Article 9.4 of the CSEA collective bargaining agreement. All costs related to the provisions of this agreement relating to CSEA bargaining unit members shall be borne on to the District. Any permanent part time District Bookstore employees shall have the option of accepting a full time position that is part of the voluntary transition planning made available. If any member chooses to participate in the above process the effects shall be negotiated with CSEA in a separate MOU. The District agrees it shall not involuntarily transfer CSEA Bookstore unit members.

vi. Any District Bookstore employee that accepts a mutually agreed upon transition plan and changes classification shall not be subjected to any additional probationary period as a result of the transition. In the event that there is not a successor outsourcing contract of the District Bookstores or there is an unfulfilled RFP all employees shall have the right of return if the operations of the Bookstores are returned to the District.

2. Vacancies

a) If a unit member employed in the District Bookstore leaves his or her employment with the Bookstore after commencement of the agreement with the Contractor (whether by promotion, transfer to a different District position, or retirement, or resignation), the vacated bargaining unit position in the District Bookstore may be placed on administrative hold by the District and shall not abolish any existing classification title.
   i. Any vacancies due to promotions are subject to the promotional language in Article 15 of the Classified CBA.

b) During the term of the agreement to outsource the Bookstore, the Contractor may hire individuals to perform the duties and functions of any such vacant District Bookstore positions (resulting from

unit members leaving their positions) and such New Employees shall be employees of the Contractor, not of the District.

c) All New Employees of the Contractor shall be approved by the District, shall be subject to the District's standards of conduct for District employees, and shall be subject to the same background, security and Live Scan requirements as District employees. The District will reserve the right to reject any New Employee who, in the judgment of the District, is not qualified to perform the work or is otherwise unsuitable to work on the District's premises. The District will also require Contractor to comply with all state and federal employment requirements.

d) If the District decides to terminate the contract with the Contractor, the District agrees to negotiate any proposed changes to bargaining unit positions in the Bookstore upon termination of the contract to outsource the Bookstore and reversion of Bookstore operations to the District. The District shall notify the Association of termination of contract with the Contractor within five (5) business days of termination.

This Agreement is subject to CSEA and the District approval and ratification processes.

For the District:

Amalia Perez
Director Human Resources

For CSEA Chapter 291:

Kevin Palkki, Chief Negotiator

Myesha Kennedy, CSEA LRR

Ginger Sutphin, Team Member

Fermin Ramirez, Team Member

Stacy Garcia, Team Member

David Stevenson, Team Member

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

June 17, 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."

Permanent Schedule Change: Custodial Department - SBVC

In accordance with **Article 6.4 regarding Permanent Changes to Work Schedule**, the Parties have reached an agreement regarding the permanent change to the work schedules for the employees referenced in this document. The change in work schedule will take effect on Monday, July 28, 2025.

****Current Permanent Work Schedule:****
Monday – Thursday, 5:00 p.m. to 1:30 a.m., Friday, 2:00 p.m. - 10:30 p.m.

****New Permanent Work Schedule:****
Monday – Thursday, 3:30 p.m. – 12:00 a.m., Friday, 2:00 p.m. – 10:30 p.m.

(1) Amber Hernandez;
(2) Benny Gonzalez;
(3) Brandon Vargas;
(4) Cindi Rocha-Garcia;
(5) Darrell Fisher;
(6) David Brown;
(7) Dinora Menendez;
(8) Garrett Hernandez;
(9) Gloria Hernandez;
(10) Jerry Ohigashi;
(11) Jimmy Chavarria;
(12) Johnny Kates;
(13) Jorge Gomez;
(14) Jose Galindo;
(15) Kyle Phares;
(16) Leticia Vargas;
(17) Maria Huerta;
(18) Robert Hernandez; and
(19) Trayvion Robinson

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis, Team Member

Kevin Limoges, Team Member

Yendis Battle, Team Member

Cedrick Wrenn, Team Member

Reopener for 2023-26 Successor Agreement
California School Employees Association
San Bernardino Community College District #291

The California School Employees Association and its San Bernardino Community College District #291 Chapter does hereby request to reopen the 2023-26 successor agreement for the following contract article:

Article 7: Pay and Allowances

- Add language concerning "Standby Time."
- Clarify "Call Back Time."

Please place this Initial Proposal on the August 2025 Board of Trustees agenda in compliance with the Education Employment Relations Act (EERA).

Submitted by: _____

Ernest F Guillén
CSEA, Chapter 291

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

July 15, 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."

Permanent Schedule Change: Instruction Department - CHC

In accordance with **Article 6.4: Permanent Changes to Work Schedule,** the Parties have reached an agreement regarding Elizabeth Lopez's permanent work schedule, which will change as described below. Accordingly, the first day of the permanent schedule will be **Monday, August 4, 2025**.

a. Incumbent, Elizabeth Lopez's work schedule will be changed as follows:

From: Monday – Friday, 7:30 a.m. to 4:00 p.m.
To: Monday, Wednesday, Friday, 7:30 a.m. to 4:00 p.m., Tuesday, Thursday 7:00 a.m. to 3:30 p.m.

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, Payroll, Police Services and Health and Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR 7/22/25

Diana Vaichis, Team Member

Kevin Limoges, Team Member

Yendis Battle, Team Member

Cedrick Wrenn, Team Member

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

August 19, 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".

The Parties agree to approve the Management Out-of-Class assignment for Gabriel Martinez Lazaro, Research Analyst to the Acting Dean, Research, Planning and Institutional Effectiveness with Grants Oversight, San Bernardino Valley College, under the following stipulations:

1. The length of the assignment will be August 20, 2025, through December 31, 2025, or until a decision is made by the Employee or management to end the assignment.

2. The Employee will be compensated from the Management Salary Schedule at Range 23, Step A. The salary range and step referenced in this MOU have been predetermined by the CSEA Collective Bargaining Agreement.

3. The Parties agree that the Employee, while performing the Management Out-of-Class assignment, remains a unit member and may benefit from any and all rights and representation afforded them through affiliation with CSEA; however, the Employee will be ineligible to receive the following special compensation: shift differential or bilingual/bi-literate during the length of Out-of-Class service.

4. The Parties agree that the Employee will not take part in any classified employee evaluations or employee discipline proceedings during the Management Out-of-Class assignment as the Acting Dean, Research, Planning and Institutional Effectiveness with Grants Oversight or be evaluated during this Management Out-of-Class service.

5. Upon completion of the Out-of-Class assignment, the Employee shall return to their regular classified position as the Research Analyst.

6. The Parties agree that during the Management Out-of-Class assignment, the Employee's seniority as the Research Analyst will continue to accrue, and the Management Out-of-Class assignment will not be construed in any manner as a break in service.

7. This Memorandum of Understanding constitutes the full and complete Agreement regarding the Management Out-of-Class assignment of Gabriel Martinez Lazaro.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis

Diana Vaichis, Team Member

Kevin Limoges, Team Member

Yendis Battle, Team Member

Cedrick Wrenn, Team Member

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 9, 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".

The Parties agree to approve the Management Out-of-Class assignment for Nicholas Mendoza, HVAC/R Technician to the Interim, Maintenance & Grounds Supervisor, San Bernardino Valley College, under the following stipulations:

1. The length of the assignment will be September 10, 2025, through March 10, 2026, or until a decision is made by the Employee or management to end the assignment.

2. The Employee will be compensated from the Management Salary Schedule at Range 10, Step A. The salary range and step referenced in this MOU have been predetermined by the CSEA Collective Bargaining Agreement.

3. The Parties agree that the Employee, while performing the Management Out-of-Class assignment, remains a unit member and may benefit from any and all rights and representation afforded them through affiliation with CSEA; however, the Employee will be ineligible to receive the following special compensation: shift differential or bilingual/bi-literate during the length of Out-of-Class service.

4. The Parties agree that the Employee will not take part in any classified employee evaluations or employee discipline proceedings during the Management Out-of-Class assignment as the Interim, Maintenance & Grounds Supervisor, or be evaluated during this Management Out-of-Class service.

5. Upon completion of the Out-of-Class assignment, the Employee shall return to their regular classified position as the HVAC/R Technician.

6. The Parties agree that during the Management Out-of-Class assignment, the Employee's seniority as the HVAC/R Technician will continue to accrue, and the Management Out-of-Class assignment will not be construed in any manner as a break in service.

7. This Memorandum of Understanding constitutes the full and complete Agreement regarding the Management Out-of-Class assignment of Nicholas Mendoza.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis, Team Member

Kevin Limoges, Team Member

Yendis Battle, Team Member

Cedrick Wrenn, Team Member

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 16, 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."

The Parties have met in reference to the increase in full-time equivalent ("FTE") hours for one (1) Aquatic Center Pool Attendant position at Crafton Hills College and agreed to the following:

1. It is agreed and understood that the District would increase FTE hours for one (1) occupied Aquatic Center Pool Attendant position **(PCN: C220213)**.
2. The increase in FTE hours is based on the department's operational needs.
3. The one (1) occupied Aquatic Center Pool Attendant position will be increased to 1.0 FTE from .4375 FTE to 40 hours per workweek from 17.50 hours per workweek, working 260 days per year.
4. The work schedule for Aleksander Kunf will be changed as follows:

   From: Monday – Friday, 4:30 a.m. to 8:00 a.m.
   To: Tuesday – Friday, 8:30 a.m. to 5:00 p.m., Saturday, 6:30 a.m. to 3:00 p.m.

5. The Parties agree that the abovementioned changes will be effective on Wednesday, October 1, 2025.

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, Payroll, Police Services and Health and Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis, Team Member

Kevin Limoges, Team Member

Yendis Battle, Team Member

Cedrick Wrenn, Team Member

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 10, 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".

The Parties agree to approve the Management Out-of-Class assignment for Veronica Arrowood, Project Analyst, to the Interim Director, Grants and Administration, Crafton Hills College, under the following stipulations:

1. The length of the assignment will be October 15, 2025, through April 15, 2026, or until a decision is made by the Employee or management to end the assignment.

2. The Employee will be compensated from the Management Salary Schedule at Range 18, Step A. The salary range and step referenced in this MOU have been predetermined by the CSEA Collective Bargaining Agreement.

3. The Parties agree that the Employee, while performing the Management Out-of-Class assignment, remains a unit member and may benefit from any and all rights and representation afforded them through affiliation with CSEA; however, the Employee will be ineligible to receive the following special compensation: shift differential or bilingual/bi-literate during the length of Out-of-Class service.

4. The Parties agree that the Employee will not take part in any classified employee evaluations or employee discipline proceedings during the Management Out-of-Class assignment as the Interim Director, Grants and Administration or be evaluated during this Management Out-of-Class service.

5. Upon completion of the Out-of-Class assignment, the Employee shall return to their regular classified position as the Project Analyst.

6. The Parties agree that during the Management Out-of-Class assignment, the Employee's seniority as the Project Analyst will continue to accrue, and the Management Out-of-Class assignment will not be construed in any manner as a break in service.

7. This Memorandum of Understanding constitutes the full and complete Agreement regarding the Management Out-of-Class assignment of Veronica Arrowood.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis

Diana Vaichis, Team Member

Kevin Limoges

Kevin Limoges, Team Member

Yendis Battle

Yendis Battle, Team Member

Cedrick Wrenn

Cedrick Wrenn, Team Member

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 10, 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".

The Parties agree to approve the Management Out-of-Class assignment for Kevin Limoges, Senior Technology Support Specialist, to the Acting Enterprise Technology Project Manager, District, under the following stipulations:

1. The length of the assignment will be October 20, 2025, through April 20, 2026, or until a decision is made by the Employee or management to end the assignment.

2. The Employee will be compensated from the Management Salary Schedule at Range 17, Step F. The salary range and step referenced in this MOU have been predetermined by the CSEA Collective Bargaining Agreement.

3. The Parties agree that the Employee, while performing the Management Out-of-Class assignment, remains a unit member and may benefit from any and all rights and representation afforded them through affiliation with CSEA; however, the Employee will be ineligible to receive the following special compensation: shift differential or bilingual/bi-literate during the length of Out-of-Class service.

4. The Parties agree that the Employee will not take part in any classified employee evaluations or employee discipline proceedings during the Management Out-of-Class assignment as the Acting Enterprise Technology Project Manager or be evaluated during this Management Out-of-Class service.

5. Upon completion of the Out-of-Class assignment, the Employee shall return to their regular classified position as the Senior Technology Support Specialist.

6. The Parties agree that during the Management Out-of-Class assignment, the Employee's seniority as the Senior Technology Support Specialist will continue to accrue, and the Management Out-of-Class assignment will not be construed in any manner as a break in service.

7. This Memorandum of Understanding constitutes the full and complete Agreement regarding the Management Out-of-Class assignment of Kevin Limoges.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis

Diana Vaichis, Team Member

Yendis Battle

Yendis Battle, Team Member

Cedrick Wrenn

Cedrick Wrenn, Team Member

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 10, 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."

Permanent Schedule Change: Computing Services Department - District

In accordance with **Article 6.4: Permanent Changes to Work Schedule,** the Parties have reached an agreement regarding Mark Byrd's permanent work schedule, which will take effect on **Tuesday, September 16, 2025**. The specific details of the schedule change are outlined below:

a. Unit member, Mark Byrd's work schedule will be changed as follows:

From: Monday – Friday, 5:30 a.m. – 2:00 p.m.
To: Monday – Friday, 8:30 a.m. – 5:00 p.m.

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, Payroll, Police Services and Health and Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis

Diana Vaichis, Team Member

Kevin Limoges

Kevin Limoges, Team Member

Yendis Battle

Yendis Battle, Team Member

Cedrick Wrenn

Cedrick Wrenn, Team Member

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 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 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

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

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 Deigo 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

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

November 18, 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."

Permanent Schedule Change: Admissions & Records Department- San Bernardino Valley College

In accordance with **Article 6.4 - Permanent Changes to Work Schedule**, the Parties have reached an agreement regarding Allison Molina's permanent work schedule, which will take effect on **Friday, January 16, 2026.** The specific details of the schedule change are outlined below:

a. Unit member, Allison Molina's work schedule will be changed as follows:

From: Monday, Thursday, 8:00 a.m. – 5:00 p.m., Tuesday, Wednesday, 10:00 a.m. – 7:00 p.m., and Friday, 8:00 a.m. – 4:30 p.m.
To: Monday – Thursday, 8:00 a.m. – 5:00 p.m., and Friday, 8:00 a.m. – 4:30 p.m.

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, 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

Juan Zavala, Team Member

Aida Gil, Team Member

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

November 18, 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".

The Parties have met in reference to the increase in workdays/year for unit member, Karen Peterson, Academic Support Services Specialist position **(C24502)** at Crafton Hills College, and therefore, the Parties have agreed to the following:

1. The Academic Support Services Specialist position **(C24502)** will be increased from 239 workdays per year to 260 workdays per year, effective Monday, December 1, 2025, and will remain at 1.0 FTE, 40 hours per workweek.
2. The increase in workdays/year is based on the needs of the department.
3. The work schedule for the unit member, Karen Peterson, will remain unchanged.

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,
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

Juan Zavala, Team Member

Aida Gil, Team Member

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

November 18, 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."

Permanent Schedule Change: Admissions & Records Department- Crafton Hills College

In accordance with **Article 6.4 - Permanent Changes to Work Schedule**, the Parties have reached an agreement regarding the following unit members: (1) Robin Jones' and (2) Floyd Simpson's permanent work schedule, which will take effect on **Monday, December 15, 2025.** The specific details of the schedule change are outlined below:

a. Unit member, Robin Jones' work schedule will be changed as follows:

   From: Monday, Wednesday, Thursday, 9:00 a.m. – 5:30 p.m., Tuesday, 10:30 a.m. – 7:00 p.m., and Friday, 8:00 a.m. – 4:30 p.m.
   To: Monday, Wednesday, Thursday, 8:30 a.m. – 5:00 p.m., Tuesday, 10:30 a.m. – 7:00 p.m., and Friday, 8:00 a.m. – 4:30 p.m.

b. Unit member, Floyd Simpson's work schedule will be changed as follows:

   From: Monday, Tuesday, 9:00 a.m. – 6:00 p.m., Wednesday, 10:00 a.m. – 7:00 p.m., Thursday, 8:30 a.m. – 5:30 p.m., and Friday, 7:30 a.m. – 4:30 p.m.
   To: Monday, Tuesday, Thursday, 8:30 a.m. – 5:30 p.m., Wednesday, 10:00 a.m. – 7:00 p.m., and Friday, 7:30 a.m. – 4:30 p.m.

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, 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

Juan Zavala, Team Member

Aida Gil, Team Member

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

November 18, 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".

In accordance with Article 16: PERSONNEL, specifically subsection 16.3 RECLASSIFICATION, it has been determined that the following unit members shall be reclassified.

1. Effective March 1, 2024, unit member Antonio Monroy, Library Media Clerk, Range 29 Step E, 8 hours/260-day work year in the Library at San Bernardino Valley College, will be reclassified to the classification of Library Technical Assistant I, Range 34 Step E, 8 hours/260-day work year.

2. Effective March 1, 2024, unit member Arnoldo Torres, Library Media Clerk, Range 29 Step F, 8 hours/260-day work year in the Library at San Bernardino Valley College, will be reclassified to the classification of Library Technical Assistant I, Range 34 Step E, 8 hours/260-day work year.

3. Effective March 1, 2024, unit member Claudia Herrera, Library Media Clerk, Range 29 Step F, 8 hours/260-day work year in the Library at San Bernardino Valley College, will be reclassified to the classification of Library Technical Assistant I, Range 34 Step E, 8 hours/260-day work year.

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,
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

Juan Zavala, Team Member

Aida Gil, Team Member

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

December 9, 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".

The District is reorganizing the KVCR Department at KVCR, District. Accordingly, both Parties agree to, as part of the reorganization, the following effects:

I. Francisco Blanquet

1. Effective January 1, 2026, Francisco Blanquet, Producer/Director, TV, Range 50 Step H, 8 hours/260-day work year in the KVCR Department at KVCR, District, will be reorganized into the classification of Manager, Production Range 14 Step D, 8 hours/260-day work year. The salary range and step referenced in this MOU have been predetermined by the CSEA Collective Bargaining Agreement.

2. The work performed by the Producer/Director, TV classification will stay within the unit. Additionally, the District will recruit for the vacant Producer/Director, TV position by following the process outlined in Article 15: Vacancies, Transfers, Voluntary Demotions, In-House or Promotional Only Recruitments of the CSEA Collective Bargaining Agreement.

3. The Parties agree that in accordance with Article 7: Pay and Allowance, specifically subsection 7.12: Working Out-of-Class, Francisco performed work out of their classification for five (5) or more working days within a fifteen (15) calendar day period; therefore, Francisco shall be compensated at Range 14, Step D effective July 1, 2025, through December 31, 2025, as Manager, Production.

II. Richard Dulock

1. Effective January 1, 2026, Richard Dulock, Program/Content Coordinator, KVCR, Range 48 Step G, 8 hours/260-day work year in the KVCR Department at KVCR, District, will be reorganized into the classification of Manager, Production Range 14 Step A, 8 hours/260-day work year. The salary range and step referenced in this MOU have been predetermined by the CSEA Collective Bargaining Agreement.

2. The work performed by the Program/Content Coordinator, KVCR classification will stay within the unit. Additionally, the District will recruit for the vacant Program/Content Coordinator, KVCR position by following the process outlined in Article 15: Vacancies, Transfers, Voluntary Demotions, In-house or Promotional Only Recruitments of the CSEA Collective Bargaining Agreement.

3. The Parties agree that in accordance with Article 7: Pay and Allowance, specifically subsection 7.12: Working Out-of-Class, Richard performed work out of their classification for five (5) or more working days within a fifteen (15) calendar day period; therefore, Richard shall be compensated at Range 14, Step A effective July 1, 2025, through December 31, 2025, as Manager, Production.

It is further understood that this agreement is unique and shall not set precedence for further requests or situations and shall in no way be constructed as a waiver, expressed or implied, of the Association's rights to negotiate on any and all matters within the scope of representation set forth in the Educational Employment Relations Act.

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,
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

Juan Zavala, Team Member

Aida Gil, Team Member

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

December 9, 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".

In accordance with Article 16: PERSONNEL, specifically subsection 16.3 RECLASSIFICATION, the District is proposing manager-initiated reclassification requests for the following unit members:

1. Effective January 1, 2026, unit member Rena O' Sullivan, Research Analyst, Range 54 Step D, 8 hours/260-day work year in the Computing Services Department at District, will be reclassified to the classification of Senior Research and Planning Analyst, Range 63 Step A, 8 hours/260-day work year.

2. Effective January 1, 2026, unit member Gabriel Martinez Lozano, Research Analyst, Range 54 Step E, 8 hours/260-day work year in the Research & Planning Department at San Bernardino Valley College, will be reclassified to the classification of Senior Research and Planning Analyst, Range 63 Step B, 8 hours/260-day work year.

3. Effective January 1, 2026, unit member Tracy Gray, Technology Support Specialist I, Range 50 Step G, 8 hours/260-day work year in the Technology Services Department at Crafton Hills College, will be reclassified to the classification of Technology Support Specialist II, Range 54 Step F, 8 hours/260-day work year.

4. Effective January 1, 2026, unit member George Mora, Student Services Technician I, Range 30 Step C, 8 hours/260-day work year in the EOP&S Department at Crafton Hills College, will be reclassified to the classification of Senior Student Services Technician, Range 38 Step A, 8 hours/260-day work year.

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,
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

Juan Zavala, Team Member

Aida Gil, Team Member

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

December 9, 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."

Permanent Schedule Change: Science Division – San Bernardino Valley College

In accordance with **Article 6.4 - Permanent Changes to Work Schedule**, the Parties have reached an agreement regarding the permanent work schedule for the specified unit members, which will be effective on **Monday, January 5, 2026**. The specific details of the schedule change are outlined below:

a. Unit member, Brianna Cunningham's work schedule will be changed as follows:

   From: Monday – Friday, 8:00 a.m. to 5:00 p.m.
   To: Monday – Friday, 7:30 a.m. to 4:00 p.m.

b. Unit member, Jennifer Losee's work schedule will be changed as follows:

   From: Monday – Friday, 8:00 a.m. to 5:00 p.m.
   To: Monday – Friday, 7:00 a.m. to 4:00 p.m.

c. Unit member, Robyn Bender's work schedule will be changed as follows:

   From: Monday – Friday, 7:30 a.m. to 4:00 p.m.
   To: Monday – Friday, 8:00 a.m. to 5:00 p.m.

d. Unit member, Isaac Hayden's work schedule will be changed as follows:

   From: Monday – Friday, 8:00 a.m. to 5:00 p.m.
   To: Monday – Friday, 7:30 a.m. to 4:30 p.m.

e. Unit member, Kadir Galindo's work schedule will be changed as follows:

   From: Monday – Friday, 12:00 p.m. to 9:00 p.m.
   To: Monday – Friday, 1:00 p.m. to 10:00 p.m.

f. Unit member, Patricia Jenkins' work schedule will be changed as follows:

   From: Monday – Friday, 12:30 p.m. to 4:30 p.m.
   To: Monday – Thursday 10:00 a.m. to 3:00 p.m.

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, 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

Juan Zavala, Team Member

Aida Gil, Team Member

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

January 13, 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".

RECITALS

In or about April 2018, the Parties made and entered into a Memorandum of Understanding (attached herein), which the Parties considered a "contract" per Article 8.1.1 of the agreement between the Contractor (Follett) and the District, in addition to the Parties' collective bargaining agreement and any other applicable agreements or MOUs between the Parties. Therefore, the Parties agreed to the following in part:

Existing Bookstore Employees

1. The Parties, effective April 2018 and thereafter, have agreed that each existing bookstore unit member retains the right to remain indefinitely in his/her existing position at the bookstore, whether under the District or Contractor (Follett).

2. In addition, effective April 2018 and thereafter, each existing bookstore unit member may explore alternative placement within the District, which would be facilitated by the Office of Human Resources. In return, any existing bookstore unit members who accept a transition plan and change classification shall not be subject to any additional probationary period as a result of the transition.

3. In the event, that an existing bookstore unit member accepts an alternative placement with the District, a training plan shall be developed to provide the existing bookstore unit member the understanding of the responsibilities and the knowledge and skills to do the new classification.

TERMS

In alignment with the terms and conditions outlined in the Memorandum of Understanding, the Parties hereby acknowledge that bookstore unit member, Kaila Wheeler, has opted to explore an alternative placement within the District, and the detailed terms and conditions associated with this are as follows:

1. **Kaila Wheeler**, Bookstore Assistant, Range 27 Step G, 8 hours/260-day work year in the Bookstore Department at Crafton Hill College, will be transitioned into the classification of Administrative Assistant III, Range 41 Step A, 8 hours/260-day work year in the Student Life/Student Health Center at Crafton Hill College, **effective January 1, 2026.**

This Memorandum of Understanding constitutes the full and express agreement between the Parties with respect to the subject matter hereof and is the final, complete, and exclusive of the terms and conditions of this Memorandum of Understanding. There exists no other agreements, promises, inducements, or understandings other than those provided herein.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis

Diana Vaichis, Team Member

Yendis Battle

Yendis Battle, Team Member

Juan Zavala

Juan Zavala, Team Member

Aida Gil

Aida Gil, Team Member

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

REGARDING BOOKSTORE EMPLOYEES

April 12, 2018

This Memorandum of Understanding (MOU) is made and entered into June 1, 2017, between California School Employees Association and its San Bernardino CCD Chapter 291 (hereinafter referred to as "Association") and San Bernardino Community College District (hereinafter referred to as "District"), collectively ("the parties"). This MOU shall be considered a "contract" per 8.1.1 of the agreement between the Contractor (Follett) and the District, in addition to the parties' collective bargaining agreement and any other applicable agreements or MOUs between the parties.

1. Existing Employees

   a) For existing Bookstore employees in the CSEA bargaining unit, the District will offer employees over the age of 55, regardless of service years, an early retirement incentive of one (1) year of salary plus retiree health benefits per Article 20.1 of the collective bargaining agreement in exchange for the employee agreeing to retire from District employment; however, they are not prohibited from becoming an employee of the Contractor.

   b) Disbursement of the one (1) year salary shall occur in two separate payments as follows: July 15, 2018 and January 31, 2019.

   c) Any Unit members wishing to retire shall receive the Long Service Recognition stipend according to Article 11.2 at a prorated rate to the date of retirement.

   d) For those employees that do not take the early retirement incentive, the District will require that the selected Bookstore Contractor keep existing employees on at the Bookstore as employees of the District as follows:

      i. All CSEA unit members may elect to remain on indefinitely as District Bookstore employees until he/she leaves his/her current position with the Bookstore. For existing employees in the CSEA bargaining unit, the terms and conditions of the current collective bargaining agreement between the District and CSEA will remain in effect and the employee will be subject to the same personnel policies and procedures as any other District employee in the CSEA bargaining unit.

      ii. CSEA unit members that remain on as District Bookstore employees shall be evaluated by their designated District supervisor under the same evaluation policies and procedures as any other District employee within the CSEA bargaining unit. For purposes of employee evaluations the evaluating manager shall be the designated District supervisor. The designated District supervisor shall perform employee evaluations. The same designated District supervisor shall be responsible for any discipline matters in accordance with Article 17 of the collective bargaining agreement. The designated District supervisor shall be a management level employee of the District.

iii. The District shall require that any management/supervisory employee(s) employed/hired by the Contractor abide by all of the terms and conditions of the current collective bargaining agreement between the District and CSEA.

iv. For the duration that the Bookstore is contracted by the District, the below Classification titles and their respective job descriptions shall remain within the CSEA bargaining unit and shall be maintained.

i. Bookstore Customer Service Assistant
ii. Bookstore Assistant I
iii. Bookstore Assistant II
iv. Assistant Bookstore Manager
v. Book Buyer

v. Each CSEA Bookstore unit member retains the right to remain indefinitely in his or her existing position at the Bookstore whether under District or Contractor operation. Should any Bookstore employee choose to explore alternative placement within the District, the District's Human Resources Department will work with each District Bookstore employee to create a mutually agreed upon transition plan for the employee to transfer to a different position within the District; this shall not be misconstrued to circumvent the provisions provided within Article 1.2.3 of the CSEA collective bargaining agreement. The plan will include identifying potential positions the employee is qualified for, identifying training and/or education that may be needed in order to qualify for positions when the employee would be a good match for a position but does not meet all minimum qualifications, and develop a training and/or education plan and provide training and/or education if feasible in order for the employee to meet minimum qualifications in accordance with Article 9.4 of the CSEA collective bargaining agreement. All costs related to the provisions of this agreement relating to CSEA bargaining unit members shall be borne on to the District. Any permanent part time District Bookstore employees shall have the option of accepting a full time position that is part of the voluntary transition planning made available. If any member chooses to participate in the above process the effects shall be negotiated with CSEA in a separate MOU. The District agrees it shall not involuntarily transfer CSEA Bookstore unit members.

vi. Any District Bookstore employee that accepts a mutually agreed upon transition plan and changes classification shall not be subjected to any additional probationary period as a result of the transition. In the event that there is not a successor outsourcing contract of the District Bookstores or there is an unfulfilled RFP all employees shall have the right of return if the operations of the Bookstores are returned to the District.

2. Vacancies

a) If a unit member employed in the District Bookstore leaves his or her employment with the Bookstore after commencement of the agreement with the Contractor (whether by promotion, transfer to a different District position, or retirement, or resignation), the vacated bargaining unit position in the District Bookstore may be placed on administrative hold by the District and shall not abolish any existing classification title.

i. Any vacancies due to promotions are subject to the promotional language in Article 15 of the Classified CBA.

b) During the term of the agreement to outsource the Bookstore, the Contractor may hire individuals to perform the duties and functions of any such vacant District Bookstore positions (resulting from

unit members leaving their positions) and such New Employees shall be employees of the Contractor, not of the District.

c) All New Employees of the Contractor shall be approved by the District, shall be subject to the District's standards of conduct for District employees, and shall be subject to the same background, security and Live Scan requirements as District employees. The District will reserve the right to reject any New Employee who, in the judgment of the District, is not qualified to perform the work or is otherwise unsuitable to work on the District's premises. The District will also require Contractor to comply with all state and federal employment requirements.

d) If the District decides to terminate the contract with the Contractor, the District agrees to negotiate any proposed changes to bargaining unit positions in the Bookstore upon termination of the contract to outsource the Bookstore and reversion of Bookstore operations to the District. The District shall notify the Association of termination of contract with the Contractor within five (5) business days of termination.

This Agreement is subject to CSEA and the District approval and ratification processes.

For the District:

Amalia Perez
Director Human Resources

For CSEA Chapter 291:

Kevin Palkki, Chief Negotiator

Myesha Kennedy, CSEA LRR

Ginger Sutphin, Team Member

Fermin Ramirez, Team Member

Stacy Garcia, Team Member

David Stevenson, Team Member

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

January 13, 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 the following regarding a Remote Work Schedule ("RWS") for the period of July 1, 2026, through June 30, 2027.

For purposes of this Memorandum of Understanding, "permanent unit member" shall mean completion of their probationary period in their current classification and/or in the classification for which they were selected for an out-of-class assignment.

1. Permanent unit members requesting an RWS, where the employee works from an off-site location, shall submit a request form to their immediate supervisor. The immediate supervisor may accept, reject, or modify the request to work remotely. A modification can include approval of a hybrid schedule, where the unit member may work from a private off-site location within two (2) hours of the worksite for some of their schedule, but report to their work location at other times. The immediate supervisor shall notify the permanent unit member of their decision to the request within ten (10) days of receipt. Denial of a request for an RWS must include reasons in writing. A denial of a request for an RWS shall be submitted to the Office of Human Resources, which will ensure the decision is not arbitrary and capricious. The decision to grant or deny an RWS is not subject to the grievance process.

2. A permanent unit member with an approved RWS must sign an individual RWS agreement.

3. The ultimate decision as to whether to approve or deny an RWS rests solely with the immediate supervisor. An RWS schedule shall be considered on an individual basis.

    a. In general, positions that may be considered for RWS arrangements meet the following criteria:
        i. Job functions can be performed at a remote site without diminishing the quality of the work or disrupting the productivity or security standards of a department
        ii. Does not create an undue burden on efficient daily operations or office staffing needs
        iii. It is incumbent on the immediate supervisor to ensure fairness in the rotation of the RWS and fairness in the workload

    b. These types of positions are not eligible for 100% remote work:

i. Involving any face-to-face customer service as part of their primary duties;
ii. Involving any interaction with, and improvement to, campus/site facilities;
iii. Involving any-face-to-face interaction with or direction of student workers, vendors, professional experts, or any other consultants as part of their primary duties; and
iv. Require specialized equipment, supplies, or materials available only at the worksite.

4. Permanent unit members may not request an RWS in lieu of taking personal leave, sick leave, or annual leave.

5. RWS is not a substitute for dependent care. While performing work duties remotely, permanent unit members are expected to have dependent care arrangements in place.

6. If a permanent unit member is to work remotely as an accommodation for medical or disability reasons, the immediate supervisor will consult with the Office of Human Resources prior to initiating the request and before terminating the remote work agreement.

7. Permanent unit members must have a work history that demonstrates efficient work without close supervision, maintain regular communication, and collaborate effectively in a remote work environment; in addition, the unit member must have received, at minimum, a satisfactory in all evaluation measures on the unit member's last performance evaluation.

8. Permanent unit members shall be available for communication and contact during remote work as they normally would be if working at their regularly assigned place of employment. Permanent unit members and their immediate supervisors shall agree on how their communications shall be handled. During the agreed upon work schedule, it is expected that the participating permanent unit member shall be available for contact by phone and/or e-mail, and may be asked to report to their regularly assigned place of employment on an arranged schedule.

9. After an RWS agreement is approved, the immediate supervisor shall use their best efforts to provide the appropriate technology, equipment, office supplies, and other assistance for the employee to perform their job successfully through remote work. Permanent unit members who take District equipment to their remote location will be required to sign a form acknowledging receipt of the equipment and agreeing to maintain the equipment in working condition.

10. Permanent unit members can discontinue RWS at any time and return on-site.

11. The immediate supervisor may permanently rescind RWS for an on-site work schedule, upon three (3) calendar days' notice to account for a change in staffing levels, for failure to abide by any of the terms of the individual RWS agreement, or based on the operational needs of the department. On any given day, a permanent unit member may be temporarily called into the physical work location if operational needs require their presence and if provided reasonable advance notice as described in the department's written communication plan (unit members will be provided with no less than three (3) hours notice).

12. The District will provide the Association with the current RWS list including names, worksite location, and shift times worked at the beginning of the approved RWS.

This MOU will sunset on 30 June 2027 and shall be reevaluated and subject to negotiations at any time.

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, Payroll, Police Services and Health and Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis

Diana Vaichis, Team Member

Yendis Battle

Yendis Battle, Team Member

Juan Zavala

Juan Zavala, Team Member

Aida Gil

Aida Gil, Team Member

HUMAN RESOURCES
550 E. Hospitality Lane Suite 200
San Bernardino, CA 92408
www.sbccd.edu

Remote Work Schedule Request Form/Agreement

Employee Name:	
Site/Department:	
Primary Phone:	
Remote Work Address:	
Remote Work Schedule Start Date:	Remote Work Schedule End Date*:

Requested Remote Work Hours per Day/Week:

M-F Remote Hours:

	Start Time	End Time	Total Hours
Monday	:	:	
Tuesday	:	:	
Wednesday	:	:	
Thursday	:	:	
Friday	:	:	

M-F Location Hours:

	Start Time	End Time	Location
Monday	:	:	Choose an item.
Tuesday	:	:	Choose an item.
Wednesday	:	:	Choose an item.
Thursday	:	:	Choose an item.
Friday	:	:	Choose an item.

Remote Work Schedule ("RWS") arrangements are appropriate for positions with job-specific duties that allow for remote work, and when certain factors coexist to create a reasonable certainty that the RWS work arrangement will be successful. Management will not deny a request for an RWS arrangement for arbitrary or capricious reasons.

If my request is accepted, I agree to the following concerning my remote work location:

- I will provide the address of my remote work location from which I will be conducting the remote work to my immediate supervisor. Remote work from any other location than that provided to the immediate supervisor is strictly prohibited.
- The remote work location must be located within a two (2) hour drive of my physical work location.
- I will ensure that my remote work location is private (non-public) and free from distraction.
- If safety or ergonomic issues arise, I agree to provide access to my remote work location to Risk Management, upon forty-eight (48) hours of notice.
- I will maintain a safe and hazard-free workspace in my remote work location.

- I agree to maintain a homeowner or renter insurance policy prior to commencing remote work and will continue to maintain the policy in good standing in an amount equal to or greater than $100,000.
- I will not leave District work, materials, information, etc., in a format that would be available or visible to others.

If my request is accepted, I further agree to the following conditions:

- On any given day, I may be temporarily called into the physical work location if provided reasonable advance notice as described in the department's written communication plan (notice shall be no less than three (3) hours).
- Any equipment such as ergonomic equipment, laptops, etc., that is provided to me to perform my normal work duties, remains the property of the District and is to be returned upon request. Additionally, I agree to properly secure the equipment and maintain the equipment in working order. The District is not responsible for reimbursing me for any costs associated with working from home if the resource is available at the physical work location (e.g., telephone, internet service.)
- All work done during a remote work period remains the property, both intellectual and otherwise, of the District.
- I will submit requests for leave in accordance with the Collective Bargaining Agreement, board policies, and administrative regulations in the same manner as if I were absent from the District's physical work location. In the event that I will not be available during normal work hours on a normal workday, I must notify District, in accordance with the Collective Bargaining Agreement.
- I am expected to abide by all District policies and Work Rules while working remotely.
- While working remotely, I am expected to maintain the volume and quality of work expected of my classification working at a District physical site.
- I will adhere to work hours and lunch and break times in accordance with the Collective Bargaining Agreement. Any changes to break and lunch times require prior supervisor approval.
- Overtime is subject to prior supervisor approval. Any employee who works overtime without prior supervisor approval may be subject to discipline.
- I will provide a copy of my driver's license and car insurance information to the District as I may need to transport equipment between the remote work location and the District's physical work location.
- I understand that I may not request an RWS in lieu of taking personal leave, sick leave, or annual leave.
- I will be available for communication and contact during remote work as if I normally would be if working at my regularly assigned place of employment. Additionally, I understand that it is expected that I will be available for contact by phone and/or e-mail, and may be asked to report to my regularly assigned place of employment on an arranged schedule.
- I understand that RWS is not a substitute for dependent care; therefore, while performing work duties remotely, I am expected to have dependent care arrangements in place.

Remote work agreement:

I have read, understand, and agree to abide by this Remote Work Agreement.

I further understand and agree that this Agreement may be terminated by the District upon three (3) calendar days' notice to account for a change in staffing levels, for failure to abide by any of the terms of this agreement, or based on the operational needs of the department.

I agree that this Agreement will expire no later than June 30, 2027.

By signing below, I further acknowledge and certify that I have an ergonomically safe and efficient work environment in the approved remote work location.

Employee Name (Print) _____ Employee Signature _____ Date _____

[This section is to be completed by the immediate supervisor]

Approved: ☐ Denied: ☐ Modified: ☐

Reason for denial/modification:

_____

_____

Modified Remote Work Hours per Day/Week:

M-F Remote Hours:

	Start Time	End Time	Total Hours
Monday	:	:	
Tuesday	:	:	
Wednesday	:	:	
Thursday	:	:	
Friday	:	:	

M-F Location Hours:

	Start Time	End Time	Location
Monday	:	:	Choose an item.
Tuesday	:	:	Choose an item.
Wednesday	:	:	Choose an item.
Thursday	:	:	Choose an item.
Friday	:	:	Choose an item.

_____ _____

Site/Department Supervisor Signature Date

_____ _____

Human Resources Date

District Equipment to be Used at the Remote Worksite:

Description	Asset Number

THIS FORM MUST BE RETURNED TO THE OFFICE OF HUMAN RESOURCES hr@sbccd.edu

Cc: Personnel File

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

January 13, 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 Krista Ornelas-Mora, Senior Student Services Technician, to the Student Services Coordinator, Economic Development & Corporate Training Center, under the following stipulations:

1. The length of the assignment will be January 1, 2026, through June 30, 2026, or until the Employee or management makes a decision to end the assignment. The Employee began working Out-of-Class on July 1, 2025, as a Student Services Coordinator.

2. The Employee will be compensated at Range 46, Step D. 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 a Senior Student Services Technician.

4. The District and the Association agree that during the Out-of-Class assignment, the Employee's seniority as Senior Student Services Technician 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 Krista Ornelas-Mora.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis

Diana Vaichis, Team Member

Yendis Battle

Yendis Battle, Team Member

Juan Zavala

Juan Zavala, Team Member

Aida Gil

Aida Gil, Team Member

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

January 13, 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 Management Out-of-Class assignment for Gabriel Martinez Lazaro, Senior Research & Planning Analyst to the Acting Dean, Research, Planning and Institutional Effectiveness with Grants Oversight, San Bernardino Valley College, under the following stipulations:

1. The length of the assignment will be January 1, 2026, through June 30, 2026, or until the Employee or management makes a decision to end the assignment. The Employee began working out of class on August 20, 2025, as Acting Dean, Research, Planning and Institutional Effectiveness with Grants Oversight.

2. The Employee will be compensated at Range 23, Step A. The salary range and step referenced in this MOU have been predetermined by the CSEA Collective Bargaining Agreement.

3. The Parties agree that the Employee, while performing the Management Out-of-Class assignment, remains a unit member and may benefit from any and all rights and representation afforded them through affiliation with CSEA; however, the Employee will be ineligible to receive the following special compensation: shift differential or bilingual/bi-literate during the length of Out-of-Class service.

4. The Parties agree that the Employee will not take part in any classified employee evaluations or employee discipline proceedings during the Management Out-of-Class assignment as the Acting Dean, Research, Planning and Institutional Effectiveness with Grants Oversight or be evaluated during this Management Out-of-Class service.

5. Upon completion of the Out-of-Class assignment, the Employee shall return to their regular classified position as the Senior Research & Planning Analyst.

6. The Parties agree that during the Management Out-of-Class assignment, the Employee's seniority as the Senior Research & Planning Analyst will continue to accrue, and the Management Out-of-Class assignment will not be construed in any manner as a break in service.

7. This Memorandum of Understanding constitutes the full and complete Agreement regarding the Management Out-of-Class assignment of Gabriel Martinez Lazaro.

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,
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

Juan Zavala, Team Member

Aida Gil, Team Member

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

January 13, 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," regarding the Formal Level: Step 3 grievance filed by bargaining unit member, Mark Byrd on December 5, 2025.

RECITALS

1. Bargaining unit member, Mark Byrd, filed a Formal Level: Step 3 grievance on December 5, 2025, to the Chancellor for binding arbitration of the dispute. However, Article 18: Grievance Procedure, section 18.8, of the CSEA Collective Bargaining Agreement requires Association approval prior to filing a Formal Level: Step 3 grievance. That section reads in pertinent part:

   > If the grievant is not satisfied with the decision of the Chancellor or designee, the grievant may ***(with the approval of the ASSOCIATION)*** within thirty (30) days, submit a request in writing to the Chancellor for binding arbitration of the dispute. [Emphasis added.]

   In this case bargaining unit member, Mark Byrd, had not obtained approval from the Association prior to filing the Formal Level: Step 3 grievance.

2. Bargaining unit member, Mark Byrd, was notified by the District on December 5, 2025, that, per Article 18: Grievance Procedure, section 18.8, the District could not accept his submission of a Formal Level: Step 3 grievance because he lacked the Association's approval. Bargaining unit member Mark Byrd confirmed that he was still awaiting the Association's internal decision regarding representation at Formal Level: Step 3.

3. The Association anticipates concluding its internal process for considering bargaining unit member, Mark Byrd's request for arbitration related to the Formal Level: Step 3 grievance filed on December 5, 2025, by February 20, 2026.

TERMS

The Association acknowledges that the Formal Level: Step 3 under Article 18: Grievance Procedure, section 18.8, is under the purview of the Association, not an individual bargaining unit member. Accordingly, the Parties have agreed to the following terms and conditions concerning the Formal Level: Step 3 grievance:

1. The Parties agree to place the Formal Level: Step 3 grievance, filed on December 5, 2025, by bargaining unit member, Mark Byrd, in abeyance to allow the Association's internal process to be completed without exhausting the deadline. The abeyance period shall run through March 1, 2026.

This agreement constitutes the full and express agreement between the Parties with respect to the subject matter hereof. There exist no other agreements, promises, inducements, or understandings other than those provided herein.

It is further understood that this agreement is unique and shall not set a precedent for further requests or situations and shall in no way be construed as a waiver, expressed or implied, of the Association or District's right to negotiate on any and all matters within the scope of representation set forth in the Educational Employment Relations Act.

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

For the SBCCD

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

For CSEA, Chapter #291

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis

Diana Vaichis, Team Member

Yendis Battle

Yendis Battle, Team Member

Juan Zavala

Juan Zavala, Team Member

Aida Gil

Aida Gil, Team Member

TA
CCC 3/17)

Marketing & Communications Coordinator – KVCR/FNX

Classified Range: ~~50~~45

Board Approved: 11/18/21 P. 115

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job; however, any additional duties will be reasonably related to this class.*

SUMMARY DESCRIPTION

Performs a variety of activities designed to promote and publicize the District's television and radio station, including digital engagement and social media outreach.

SUPERVISION RECEIVED AND EXERCISED

Receives limited direction from appropriate supervisor; refers only unusual decisions to supervisor. May provide technical and functional direction to assigned student workers, professional experts, interns, and volunteers.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

1. Develops and implements ~~public relations~~digital marketing strategies to enhance visibility, audience engagement, and outreach for the District's television and radio services; plans coordinates, and manages digital advertising initiatives in support of outreach and promotional objectives. ~~activities and functions for the station including publicity, advertising, and promotional plans and strategies.~~
2. Participates in developing and evaluating publicity and marketing goals, objectives, policies, and procedures; implements resulting policies and procedures.
3. ~~Plans, writes, edits, lays out, coordinates, and distributes newsletters, press releases, publications, feature articles and public service announcements using desktop publishing, word processing, and graphic programs; coordinates information released to the press and broadcast media.~~
4. ~~3.~~ Coordinates the maintenance and updates of the station's online and social media accounts.
5. ~~4.~~ Assists with campaigns to increase annual financial contributions through direct mail, underwriting, on-air promotions and special events.
6. ~~5.~~ Coordinates on-air and digital promotions for KVCR-TV/FM and FNX programs and events.
7. ~~6.~~ Designs and participates in station outreach efforts and special events related to KVCR-TV/FM and FNX programs, fundraising, and community engagement activities.
8. ~~7.~~ Designs and places station advertising on various media including electronic and print.
9. ~~Participates in a variety of technical activities involved in the production, hosting, writing, and broadcast of television or radio programs including participating in live broadcasts and interviews.~~
10. ~~Performs a variety of administrative support functions; prepares correspondence; updates client agreements/contracts; submits monthly invoices.~~
11. ~~8.~~ Responds to questions and inquiries from members of the public, the media, and outside institutions and organizations; provides information within area of responsibility; resolves complaints in an efficient and timely manner.

~~12.~~9. Attends and participates in professional group meetings; provides information within area of responsibility; maintains awareness of new trends and developments in the field of marketing; incorporates new developments as appropriate.

~~13. Assembles information for and prepares monthly reports for board submission.~~

10. Assist with the monitoring and ensuring ~~Monitors and ensures~~ compliance with applicable PBS and NPR guidelines, policies, and standards as they relate to social media, communications, marketing, branding, and public outreach activities.

~~14.~~11. Assists in tracking station content and community engagement activities for CPB, PBS and NPR reporting as needed.

~~15.~~12. Performs other duties related to the primary job duties.

MINIMUM QUALIFICATIONS

CORE COMPETENCIES:

Analyzing and Interpreting Data

- Apply sorting, coding and categorizing rules
- Analyze data
- Read reports
- Draw meaning and conclusions from quantitative and/or qualitative data

Customer Focus

- Attending to the needs and expectations of customer
- Seeks information about the immediate and longer term needs of the customer
- Anticipates what the customer may want or expect in a product or service
- Works across organizational boundaries to meet customer needs **

Reading Comprehension

- Understanding and using written information
- Knows the meaning of printed words; comprehend the literal meaning of text
- Make interpretations, applications, deductions, inferences, extrapolations from written information **

Professional and Technical Expertise

- Applying technical subject matter to the job **
- Knows the rudimentary concepts of performing the essential technical operations

Critical Thinking

- Analytically and logically evaluates information to resolve problems
- Follow guide, SOP or other step by step procedures for locating the source of a problem and fixing it
- May detect ambiguous, incomplete, or conflicting information or instructions**

Attention to Detail

- Focusing on the details of work content
- Shows care and thoroughness in adhering to process and procedures that assure quality
- Applies knowledge and skill in recognizing and evaluating details of work**
- Applies skilled final touches on products

Using Technology

- Working with electronic hardware and software applications
- Using basic features and functions of software and hardware
- Experiments and finds novel uses for standard features and functions **
- Adds, improves, modifies, or develops features and functionality**

Team Work/Involving Others

- Collaborating with others to achieve shared goals
- Engages others for suggestions and ideas

Writing

- Communicating effectively in writing
- Using correct writing mechanics including spelling, vocabulary, grammar, syntax, punctuation, capitalization, sentence structure
- Logically orders and structures ideas and progression of thought

Adaptability

- Responding positively to change and modifying behavior as the situation requires**
- Accept and adjust to changes and the unfamiliar

Innovation

- Imagining and devising new and better ways of doing things**
- Fix what is broken; find solutions and fixes with resources at hand
- Finds new approaches to performing familiar tasks
- Create and invent new ideas; envision the unexpected, unexplored, untried**

Listening

- Comprehend and verbal instructions and orally presented information

- Recalls or retrieves key points in a conversation
- Listen actively by rephrasing others' input cogently and accurately**

Valuing Diversity

- Shows acceptance of individual differences
- Welcomes input and inclusion of others who may be different from oneself
- Shows understanding and empathy for the challenges of groups seeking inclusion or dealing with perceived discrimination

***Lead, Advanced or Senior Level Positions*

Education and Experience Guidelines

Education/Training:

An ~~Bachelor's~~ Associate's degree from an accredited college or university ~~with major course work~~ in journalism, communications, mass media, radio/television, marketing advertising, or a related field.

Experience:

Four (4) years of ~~increasingly responsible~~ experience in public relations, communications, advertising, or marketing.

Equivalency Provision:

In the absence of an ~~Bachelor's~~ Associate's degree from an accredited college or university ~~with major coursework~~ in journalism, communications, mass media, radio/television, marketing advertising, or a related field, ~~an Associate's degree from an accredited college or university with major coursework in journalism, mass media, radio/television, marketing advertising, or a related field~~the equivalent of completion of high school and six (6) years of increasingly responsible experience in public relations, communications, advertising, or marketing is qualifying.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a standard office setting, with occasional travel as needed.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to occasionally lift, carry, push, and/or pull light to moderate amounts of weight up 25 pounds; to occasionally lift, carry, push, and/or pull heavier amounts of weight with or without assistance; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction; vision sufficient to read computer

screens and printed documents; and to operate assigned equipment.

Hearing: Hear in the normal audio range with or without correction.

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

March 17, 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 Brandon Vargas, Custodian, to the Lead Custodian, San Bernardino Valley College, under the following stipulations:

1. The length of the assignment will be April 4, 2026, through June 30, 2026, or until the Employee or management makes a decision to end the assignment. The Employee began working Out-of-Class on November 4, 2025, as a Lead Custodian.

2. The Employee will be compensated at Range 35, Step A. 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 Custodian.

4. The District and the Association agree that during the Out-of-Class assignment, the Employee's seniority as a Custodian 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 Brandon Vargas.

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, Payroll, Police Services and Health and Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis, Team Member

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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

March 17, 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 Emma Taylor, Administrative Assistant I, to the Administrative Assistant III, Crafton Hills College, under the following stipulations:

1. The length of the assignment will be March 1, 2026, through June 30, 2026, or until the Employee or management makes a decision to end the assignment. The Employee began working Out-of-Class on September 22, 2025, as an Administrative Assistant III.

2. The Employee will be compensated at Range 41, Step A. 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 Emma Taylor.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

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

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

March 17, 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 Maria Adkins, Financial Aid Specialist, to the Financial Aid Coordinator, San Bernardino Valley College, under the following stipulations:

1. The length of the assignment will be May 10, 2026, through June 30, 2026, or until the Employee or management makes a decision to end the assignment. The Employee began working Out-of-Class on November 10, 2025, as a Financial Aid Coordinator.

2. The Employee will be compensated at Range 45, Step F. 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 Financial Aid Specialist.

4. The District and the Association agree that during the Out-of-Class assignment, the Employee's seniority as a Financial Aid Specialist 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 Maria Adkins.

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, Payroll, Police Services and Health and Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

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Ginger Sutphin, Team Member

Juan Zavala, Team Member

Aida Gil, Team Member

MEMORANDUM OF UNDERSTANDING
By and Between
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
And
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March 17, 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 Rebecca Abeyta, Administrative Assistant III, to the Senior Student Services Technician, Crafton Hills College, under the following stipulations:

1. The length of the assignment will be March 1, 2026, through June 30, 2026, or until the Employee or management makes a decision to end the assignment. The Employee began working Out-of-Class on September 1, 2025, as a Senior Student Services Technician.

2. The Employee will be compensated at Range 41, Step E. 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 III.

4. The District and the Association agree that during the Out-of-Class assignment, the Employee's seniority as Administrative Assistant III 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 Rebecca Abeyta.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis, Team Member

Ginger Sutphin, Team Member

Juan Zavala, Team Member

Aida Gil

Aida Gil, Team Member

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

March 17, 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 Managerial assignment for Johnny Kates Jr., Custodian to the Custodial Supervisor, San Bernardino Valley College, under the following stipulations:

1. The length of the assignment will be March 5, 2026, through June 30, 2026, or until a decision is made by the Employee or management to end the assignment.

2. The Employee will be compensated from the Management Salary Schedule at Range 8, Step A. The salary range and step referenced in this MOU have been predetermined by the CSEA Collective Bargaining Agreement.

3. The Parties agree that the Employee, while performing the Out-of-Class Managerial assignment, remains a unit member and may benefit from any and all rights and representation afforded them through affiliation with CSEA; however, the Employee will be ineligible to receive the following special compensation: shift differential or bilingual/bi-literate during the length of Out-of-Class service.

4. The Parties agree that the Employee will not take part in any classified employee evaluations or employee discipline proceedings during the assignment as the Custodial Supervisor or be evaluated during this Out-of-Class service.

5. Upon completion of the Out-of-Class Managerial assignment, the Employee shall return to their regular classified position as Custodian.

6. The Parties agree that during the Out-of-Class Managerial assignment, the Employee's seniority as a Custodian will continue to accrue, and the Out-of-Class Managerial assignment will not be construed in any manner as a break in service.

7. This Memorandum of Understanding constitutes the full and complete Agreement regarding the Out-of-Class Managerial assignment of Johnny Kates Jr.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

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

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

March 17, 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."

Permanent Schedule Change: Biology Department - Crafton Hills College

In accordance with **Article 6.4 - Permanent Changes to Work Schedule**, the Parties have reached an agreement regarding Toshio Alvarado's permanent work schedule, which will take effect on **Monday, January 19, 2026.** The specific details of the schedule change are outlined below:

Unit member, **Toshio Alvarado's** work schedule will be changed as follows:

FROM:	Monday–Friday, 6:30 a.m. to 3:00 p.m.
TO:	Monday, Wednesday: 6:45 a.m. – 7:45 a.m., and [split shift] 11:00 a.m. - 6:30 p.m., Tuesday, Thursday, Friday: 6:30 a.m. – 3:00 p.m.

The unit member shall automatically revert to their Monday–Friday, 6:30 a.m. to 3:00 p.m. work schedule effective May 18, 2026, unless the District presents a Memorandum of Understanding to the Association to negotiate an extension of the work schedule beyond May 17, 2026.

It is further understood that this agreement is unique and shall not set a precedent for further requests or situations and shall in no way be construed as a waiver, expressed or implied, of the Association or District's right to negotiate on any and all matters within the scope of representation set forth in the Educational Employment Relations Act.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis, Team Member

Ginger Sutphin, Team Member

Aida Gil

Aida Gil, Team Member

Juan Zavala, Team Member

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

April 14, 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.’’

Bilingual and Bi-Literate Stipend: Article 7.3.1.1 and Article 7.3.3.1

The Parties mutually agree that effective May 1, 2026, all unit members listed shall be compensated at the rate of $50.00 per month for their **Bilingual** services and will be added to the eligibility pool list.

- Maria Adkins
- Cinthia Calderon Cruz
- Maria Chavez
- Marbella Garcia
- Feliciana Lozano
- Yolanda Martinez
- Maria Lutz
- Sofia Niz Ramirez
- Amber Velasco
- Edgar Ortiz
- Dana Rodriguez

The Parties mutually agree that effective May 1, 2026, all unit members listed shall be compensated at the rate of $50.00 per month for their **Bi-Literate** services and will be added to the eligibility pool list.

- Cinthia Calderon Cruz
- Maria Chavez
- Marbella Garcia
- Feliciana Lozano
- Sofia Niz Ramirez
- Amber Velasco
- Mayely Rico
- Dana Rodriguez

In accordance with Article sections 7.3.2.1 and 7.3.3.2, the Parties mutually agreed that sixty (60) eligible unit members will receive the bilingual and bi-literate stipend. In the event that the eligibility pool exceeds this number, the Parties will use the criteria outlined in Article sections 7.3.2.1 and 7.3.3.2 to review eligibility; therefore, the Parties mutually agree that the following unit members will be removed and no longer receive a stipend for their **Bilingual and/or Bi-literate** services, effective May 1, 2026.

Bilingual Stipend

- Maria Davila
- Juana Moreno
- Blanca Perez-Ponce
- Manuel Rosales Jr.
- Lupita Castaneda
- Priscilla Acosta
- Nancy Bulgarelli
- Nancy Green
- Alvaro Sanchez
- Juan Nevares

Bi-Literate Stipend

- Elizabeth Lopez
- Fermin Ramirez
- Osman Parada
- Cesar Rojas
- Jose Alvarez

Attached is a list of the unit members who are approved to receive the Bilingual/Bi-literate stipend in accordance with Article 7.3.

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, Payroll, Police Services and Health and Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis

Diana Vaichis, Team Member

Ginger Sutphin

Ginger Sutphin, Team Member

Juan Zavala

Juan Zavala, Team Member

Aida Gil

Aida Gil, Team Member

#	Bilingual Eligliblity Pool		
	Name	Department	Site
1	Bojorquez, Ana	DSP&S	SBVC
2	Rodriguez, Natividad	EOPS/CARE	CHC
3	Romo, Maria Silvia	Admissions/Records	SBVC
4	Frausto, Jeanette	Financial Aid	CHC
5	Garcia, Gabriela	Financial Aid	SBVC
6	Peraza, Zayne	Library	CHC
7	Campos, Norma	Vocational Education	SBVC
8	Martinez, Anabel	CBO	SBVC
9	Rojas, George	CDC	SBVC
10	Williams, Sophia	CDC	SBVC
11	Portillo, Maritza	Student Activities	SBVC
12	Morales, Martha	CDC	SBVC
13	Lagrima, Luna	Student Services	SBVC
14	Arteaga, Lorena	Food Services	SBVC
15	Gomez, Tanya	Food Services	SBVC
16	Hayton, Claudia	Financial Aid	CHC
17	Gil, Aida	STAR Program	SBVC
18	Vasquez, Nancy	CDC	SBVC
19	Ramirez Jazmin, Lucia	CDC	SBVC
20	Abeyta, Rebecca	Counseling	CHC
21	Lopez, Angelica	CDC	SBVC
22	De Loera, Priscilla	Financial Aid	SBVC
23	Garcia, Raquel	Social Science/CDC	SBVC
24	Molina, Liliana	Business Office	SBVC
25	Elizalde, Noemi	Fiscal Services	DIST
26	Salas, Nancy	Social Science/CDC	SBVC
27	Martinez Garcia, Rocio	Financial Aid	SBVC
28	Rodriguez, Oscar	Counseling	SBVC
29	Perez, Jeanette	Payroll	DIST
30	Bernal, Cynthia	Student Services	SBVC
31	Soto, Jacqueline	CDC	SBVC
32	Serrano, Patricia	CDC	SBVC
33	Villegas, J Manuel	Financial Aid	CHC
34	Molina, Allison	Admissions & Records	SBVC
35	Mora, George	EOPS	CHC
36	Arellano, Yesenia	CDC	SBVC
37	Cortez-Roman, Blanca	CDC	SBVC
38	Treto, Fabiola	Counseling	SBVC
39	Treto, Pablo	EDCT	DIST
40	Ruiz Trujillo, Evelyn	Dreamers Resource Center	SBVC
41	Nahuat, Wendy	CalWorks	SBVC
42	Cayetano, Nobly	KVCR	DIST
43	Martinez, Alfredo	Grounds Caretaker	SBVC
44	Menchaca, Irene	Child Development	SBVC
45	De Niz Pelayo, Ariadna	Child Development	SBVC
46	Gastelum, Fernanda	Food Services	SBVC
47	Cortez, Rosio	Financial Aid	SBVC
48	Adkins,Maria E	Financial Aid	SBVC
49	Calderon Cruz, Cinthia Ashley	Institutional Advancement	CHC
50	Chavez, Maria R	California Adult Edu	SBVC
51	Garcia, Marbella	Financial Aid	SBVC
52	Lozano, Feliciana	Child Development	SBVC
53	Lutz, Maria A (Alejandra)	Tech Division	SBVC

54	Martinez, Yolanda	Science Division	SBVC
55	Niz Ramirez, Sofia	Admissions & Records	SBVC
56	Ortiz, Edgar	Athletics	SBVC
57	Rodriguez, Dana	Child Development	SBVC
58	Velasco, Amber	Facilities Planning	DSO

#	ASL Eligiblity Pool		
	Name	**Department**	**Site**
1	Sullivan, Laurie	DSP&S	SBVC
2	Gowen, Laura	Instruction	SBVC

#	Bi-literate Eligiblity Pool		
	Name	**Department**	**Site**
1	Bojorquez, Ana	DSP&S	SBVC
2	Martinez Garcia, Rocio	Financial Aid	SBVC
3	Elizalde, Noemi	Fiscal Services	DIST
4	Frausto, Jeanette	Financial Aid	SBVC
5	Green, Nancy A	Payroll	DIST
6	Molina, Liliana	Business Office	SBVC
7	Garcia, Gabriela	Financial Aid	SBVC
8	Peraza, Zayne	Library	CHC
9	Rodriguez, Natividad	EOPS/CARE	CHC
10	Salas, Nancy	Social Science/CDC	SBVC
11	Campos, Norma	Vocational Education	SBVC
12	Davila, Maria	SAS	CHC
13	Martinez, Anabel	CBO	SBVC
14	Moreno, Juana	CDC	SBVC
15	Perez-Ponce, Blanca	CDC	SBVC
16	Rojas, George	CDC	SBVC
17	Romo, Maria Silvia	Admissions/Records	SBVC
18	Portillo, Maritza	Student Activities	SBVC
19	Lagrima, Luna	Culinary Arts	SBVC
20	Alatorre, Yesica	KVCR	DIST
21	Sanchez, Carmen	Print Shop	CHC
22	Arteaga, Lorena	Food Services	SBVC
23	Gomez, Tanya	Food Services	SBVC
24	Hayton, Claudia	Financial Aid	CHC
25	Morales, Martha Celia	CDC	SBVC
26	Vasquez, Nancy	CDC	SBVC
27	Rosales, Manuel	Campus Technology Services	SBVC
28	Acosta, Priscilla	CDC	SBVC
29	De Loera, Priscilla	Financial Aid	SBVC
30	Bulgarelli, Nancy	Counseling	SBVC
31	Ramirez Jazmin, Lucia	CDC	SBVC
32	Rose Powers, Yvonne	KVCR	DIST
33	Sanchez, Alvaro	Facilities	CHC
34	Perez, Jeanette	Payroll	DIST
35	Rivera, Raquel	Facilities	CHC
36	Soto, Jacqeline	CDC	SBVC
37	Arellano, Yesenia	CDC	SBVC
38	Cortez-Roman, Blanca	CDC	SBVC
39	Lopez, Angelica	CDC	SBVC
40	Mora, George	EOPS	CHC

41	Navarro, Jazmin	CDC	CHC
42	Treto, Fabiola	Counseling	SBVC
43	Treto, Pablo	EDCT	SBVC
44	Villegas, J Manuel	Financial Aid	CHC
45	Cayetano, Nolby	KVCR	DIST
46	Cortez, Rocio	Financial Aid	SBVC
47	De Niz, Aiadna	Child Devlopment	SBVC
48	Gastelum, Fernanda	Food Services	SBVC
49	Menchaca, Irene	Child Devlopment	SBVC
50	Nahuat, Wendy	CalWorks	SBVC
51	Quintal, Yadira	Child Devlopment	CHC
52	Rodriguez, Oscar	Counseling	SBVC
53	Calderon Cruz, Cinthia Ashley	Institutional Advancement	CHC
54	Chavez, Maria R	California Adult Edu	SBVC
55	Garcia, Marbella	Financial Aid	SBVC
56	Lozano, Feliciana	Child Development	SBVC
57	Niz Ramirez, Sofia	Admissions & Records	SBVC
58	Rico, Mayely	Child Development	SBVC
59	Rodriguez, Dana	Child Development	SBVC
60	Velasco, Amber	Facilities Planning, Sustainability	DSO

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

April 14, 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 have met in reference to the increase in full-time equivalent ("FTE") hours for (5) five occupied Child Development Assistant positions at San Bernardino Valley College ("SBVC") and agreed to the following.

1. It is agreed and understood that the District would increase FTE hours for the (5) five occupied Child Development Assistant positions **(PCN: C147212, C147216, C147219, C147221, C147220)**.
2. The increase in FTE hours is based on the department's operational needs.
3. The (5) five occupied Child Development Assistant positions will be increased to 1.0 FTE from .475 FTE to 40 hours per workweek from 19 hours per workweek, working 239 days per year.

    a. Vivianna Gonzalez's work schedule will be changed as follows:
    From: Monday – Thursday, 8:30 a.m. to 12:30 p.m., and Friday, 9:00 a.m. to 12:00 p.m.
    To: Monday – Friday, 7:30 a.m. to 4:00 p.m.

    b. Gilda Cardenas' work schedule will be changed as follows:
    From: Monday – Thursday, 8:30 a.m. to 12:30 p.m., and Friday, 9:00 a.m. to 12:00 p.m.
    To: Monday – Friday, 7:30 a.m. to 4:00 p.m.

    c. Mayely Rico's work schedule will be changed as follows:
    From: Monday – Thursday, 8:30 a.m. to 12:30 p.m., and Friday, 9:00 a.m. to 12:00 p.m.
    To: Monday – Friday, 7:30 a.m. to 4:00 p.m.

    d. Nermen Ageeb's work schedule will be changed as follows:
    From: Monday – Thursday, 12:30 p.m. to 4:00 p.m., and Friday, 11:00 a.m. to 4:00 p.m.
    To: Monday – Friday, 7:30 a.m. to 4:00 p.m.

    e. Monica Mercado's work schedule will be changed as follows:
    From: Monday – Thursday, 12:30 p.m. to 4:00 p.m., and Friday, 11:00 a.m. to 4:00 p.m.
    To: Monday – Friday, 7:30 a.m. to 4:00 p.m.

4. The Parties agree that the abovementioned changes will be effective on Friday, May 1, 2026.

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, Payroll, Police Services and Health and Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis

Diana Vaichis, Team Member

Ginger Sutphin

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Juan Zavala

Juan Zavala, Team Member

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MEMORANDUM OF UNDERSTANDING
By and Between
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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT CHAPTER #291

April 14, 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 Management Out-of-Class assignment for Kevin Limoges, Senior Technology Support Specialist, to the Acting Enterprise Technology Project Manager, District, under the following stipulations:

1. The length of the assignment will be April 21, 2026, through June 30, 2026, or until a decision is made by the Employee or management to end the assignment. The Employee began working out of class on October 20, 2025, as the Acting Enterprise Technology Project Manager.

2. The Employee will be compensated from the Management Salary Schedule at Range 17, Step F. The salary range and step referenced in this MOU have been predetermined by the CSEA Collective Bargaining Agreement.

3. The Parties agree that the Employee, while performing the Management Out-of-Class assignment, remains a unit member and may benefit from any and all rights and representation afforded them through affiliation with CSEA; however, the Employee will be ineligible to receive the following special compensation: shift differential or bilingual/bi-literate during the length of Out-of-Class service.

4. The Parties agree that the Employee will not take part in any classified employee evaluations or employee discipline proceedings during the Management Out-of-Class assignment as the Acting Enterprise Technology Project Manager or be evaluated during this Management Out-of-Class service.

5. Upon completion of the Out-of-Class assignment, the Employee shall return to their regular classified position as the Senior Technology Support Specialist.

6. The Parties agree that during the Management Out-of-Class assignment, the Employee's seniority as the Senior Technology Support Specialist will continue to accrue, and the Management Out-of-Class assignment will not be construed in any manner as a break in service.

7. This Memorandum of Understanding constitutes the full and complete Agreement regarding the Management Out-of-Class assignment of Kevin Limoges.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis

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

April 14, 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 Management Out-of-Class assignment for Veronica Arrowood, Project Analyst, to the Interim Director, Grants and Administration, Crafton Hills College, under the following stipulations:

1. The length of the assignment will be April 16, 2026, through June 30, 2026, or until a decision is made by the Employee or management to end the assignment. The Employee began working out of class on October 15, 2025, as Interim Director, Grants and Administration.

2. The Employee will be compensated from the Management Salary Schedule at Range 18, Step A. The salary range and step referenced in this MOU have been predetermined by the CSEA Collective Bargaining Agreement.

3. The Parties agree that the Employee, while performing the Management Out-of-Class assignment, remains a unit member and may benefit from any and all rights and representation afforded them through affiliation with CSEA; however, the Employee will be ineligible to receive the following special compensation: shift differential or bilingual/bi-literate during the length of Out-of-Class service.

4. The Parties agree that the Employee will not take part in any classified employee evaluations or employee discipline proceedings during the Management Out-of-Class assignment as the Interim Director, Grants and Administration or be evaluated during this Management Out-of-Class service.

5. Upon completion of the Out-of-Class assignment, the Employee shall return to their regular classified position as the Project Analyst.

6. The Parties agree that during the Management Out-of-Class assignment, the Employee's seniority as the Project Analyst will continue to accrue, and the Management Out-of-Class assignment will not be construed in any manner as a break in service.

7. This Memorandum of Understanding constitutes the full and complete Agreement regarding the Management Out-of-Class assignment of Veronica Arrowood.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis

Diana Vaichis, Team Member

Ginger Sutphin

Ginger Sutphin, Team Member

Juan Zavala

Juan Zavala, Team Member

Aida Gil

Aida Gil, Team Member

CSEA Initial Proposal 9/16/2025
District Counter Proposal #1 11/18/2025
CSEA Counter Proposal #1 12/09/2025
District Counter Proposal #1 1/13/2026
CSEA Counter Proposal #2 2/17/2026
District Counter Proposal #2 3/10/2026
CSEA Counter Proposal #3 3/17/2026
District Counter Proposal #3 4/14/2026

TA: ___ (date)
___ (initials)

ARTICLE 7: PAY AND ALLOWANCES

For purposes of this Article, the following shall define the different anniversary dates:

a. Anniversary DISTRICT Hire Date. The date that a unit member is hired into a permanent position with the DISTRICT.

b. Anniversary Longevity Date. The date that a unit member is hired into a permanent position with the DISTRICT, less any unpaid leaves for longer than thirty (30) days at a time.

c. Anniversary Seniority/Position Hire Date. The hire date that a unit member is hired and/or promoted into a new classification.

d. Anniversary Step/Increment Date. The date that a unit member advances to the next step on the salary step schedule.

7.1 RATE OF PAY. The DISTRICT will increase the *Classified Salary Schedule* approved by the Board of Trustees as follows:

a. Effective July 1, 2023, the salary schedule will increase by four and a half (4.5%) percent for all unit members.

b. CSEA recognizes the DISTRICT's intent to investigate a funding model for the upcoming fiscal years and will entertain the mutual development of this model. CSEA or the DISTRICT may re-open Article 7: Pay and Allowances for the 2024-2025 year as outlined in Article 25: Completion of Meet and Negotiation to view the formula and see the proportionate share that will be applied.

7.2 SHIFT DIFFERENTIAL.

7.2.1 Sunrise Shift. The regular assigned working hours on at least one (1) day of the normal five (5) day work week begins at 5:00 a.m. or earlier. Alternative work schedules such as nine/eighty (9/80) and four/ten (4/10) are excluded from receiving a sunrise differential. The DISTRICT shall pay a shift differential at the rate of one and a half (1.5) percent of a unit member's daily rate for a sunrise shift.

7.2.2 Twilight Shift. The regular assigned working hours on at least one (1) day of the normal five (5) day work week go beyond 6:00 p.m. Alternative work schedules such as nine/eighty (9/80) and four/ten (4/10) are excluded from receiving a twilight differential. The DISTRICT shall pay a shift differential at the rate of one and a half (1.5) percent of a unit member's daily rate for a twilight shift.

7.2.3 Swing Shift. The regular assigned working hours, on at least one (1) day of the normal five (5) day work week, begins at 11:00 a.m. or later and goes beyond 7:30 p.m.

Alternative work schedules such as nine/eighty (9/80) and four/ten (4/10) are excluded from receiving a swing shift differential. The DISTRICT shall pay a shift differential at the rate of two and a half (2.5) percent of the unit member's daily rate for a swing shift.

7.2.4 Graveyard Shift. The regular assigned working hours, on at least one (1) day of the normally scheduled five (5) day work week begins at 7:00 p.m. or later and goes beyond 3:00 a.m. The DISTRICT shall pay a shift differential at the rate of five (5) percent of the daily rate for a graveyard shift.

7.2.5 Split Shift. The regular assigned working hours are split by a break of two (2) or more hours on at least one (1) day of the normal five (5) day workweek. The DISTRICT shall pay a shift differential at the rate of two and a half (2.5) percent of the unit member's daily rate for a split shift.

7.2.6 Split Shift and Swing Shift. Unit members must be concurrently working a split shift and a swing shift in accordance with the provisions of a split shift and a swing shift. The DISTRICT shall pay a shift differential at the rate of five (5) percent of the unit member's daily rate for a split shift and swing shift.

7.2.7 Split Shift and Graveyard Shift. Unit members must be concurrently working a split shift and a graveyard shift in accordance with the provisions of a split shift and a graveyard shift. The DISTRICT shall pay a shift differential at the rate of seven and a half (7.5) percent of the unit member's daily rate for a split shift and graveyard shift.

7.2.8 ~~Standby Shift. Unit members shall be compensated at the lowest range of the classified salary schedule, step A.~~

7.3 SPECIAL COMPENSATION. Special compensation will be paid for services and/or skills a unit member provides the DISTRICT as listed below.

7.3.1 Bilingual Premium. The DISTRICT will pay a bilingual premium of fifty ($50.00) dollars per month for each foreign language a unit member is required to verbally translate (the only approved foreign language at this time is Spanish and American Sign Language). Premium payments shall be retroactive to the month after successfully passing the examination.

7.3.1.1 Unit members who desire to receive the bilingual premium shall notify the DISTRICT of their intent to take the competency examination prescribed by the DISTRICT. The examination shall be offered annually in March. The DISTRICT reserves the right to determine the competency examination method that determines a member's ability to verbally translate and the examination's content for each premium skill set. Those unit members achieving a score of eighty (80) percent or higher shall be placed in an eligibility pool. Once a unit member has been placed in the eligibility pool, they shall remain eligible for the remainder of their employment with the DISTRICT without further examinations required.

7.3.2 The DISTRICT and the ASSOCIATION will mutually agree upon the locations and the unit member(s) within the DISTRICT sites to receive the bilingual premium, which shall be limited to sixty (60) unit members.

7.3.2.1 In the event that more than one unit member is qualified within a designated area, the criteria for assignment will be:

a. Needs of the department;

b. Proximity of the area(s) of service within the department designated by the DISTRICT;

c. Shift availability; and

d. Initial date of hire with the DISTRICT in the classified bargaining unit.

7.3.2.2 Once identified, such unit member(s) shall receive the premium for a minimum of two (2) years unless they notify the DISTRICT and ASSOCIATION in writing that they choose to discontinue such service. Thereafter, the premium will no longer be paid beginning with the first available payroll period after notification.

7.3.2.3 The DISTRICT shall offer the premium to the next unit member in the eligibility pool based on the criteria listed in Section 7.3.2.1 above assuming there are other unit members in the eligibility pool. Such practice will continue bi-annually thereafter. However, after the two (2) year period this clause does not preclude or limit unit members in any given area/department to receive this premium for more than two (2) years to meet departmental needs.

7.3.2.4 Unit member(s) receiving the premium shall continue to receive the premium even if they are administratively transferred to a different assignment/location due to reorganization during the two (2) year period.

7.3.2.5 As the bilingual premium is a negotiated benefit available to unit members in the classified unit, eligible unit member(s) shall be offered the opportunity to provide such service and be paid the premium prior to permitting and/or requiring any other DISTRICT employee or volunteer outside the unit to provide such service regardless of whether such DISTRICT employee or volunteer receives additional compensation or not.

7.3.3 Bi-Literate Premium. The DISTRICT will pay a bi-literate premium of fifty ($50.00) dollars per month for each foreign language a unit member is required to translate or interpret written material (the only approved foreign language at this time is Spanish).

7.3.3.1 Unit members who desire to receive the bi-literate premium shall notify the DISTRICT of their intent to take the competency examination prescribed by the DISTRICT. The examination shall be offered annually in March. The DISTRICT reserves the right to determine the competency examination method that reflects the unit member's ability to translate/interpret and/or compose written material and the examination's content. Those unit members achieving a score of eighty (80) percent or higher shall be placed in an eligibility pool. Once a unit member has been placed in the eligibility pool, they shall remain eligible for the remainder of their employment with the DISTRICT without further examinations required.

7.3.3.2 The DISTRICT and the ASSOCIATION will mutually agree upon the locations and the unit member(s) within the DISTRICT sites to receive the bi-literate premium, which shall be limited to sixty (60) unit members.

7.3.3.3 Once identified, such unit member(s) shall receive the premium for a minimum of two (2) years unless they notify the DISTRICT and ASSOCIATION in writing that they choose to discontinue such service. Thereafter, the premium will no longer be paid beginning with the first available payroll period after notification.

7.3.3.4 The DISTRICT shall negotiate with the ASSOCIATION which job classifications will receive the bi-literate premium in April immediately after testing.

7.3.3.5 As the bi-literate premium is a negotiated benefit available to unit members in the classified unit, eligible unit members shall be offered the opportunity to provide such service and be paid the premium prior to permitting and/or requiring any other DISTRICT employee or volunteer outside the unit to provide such service regardless of whether such DISTRICT employee or volunteer receives additional compensation or not.

7.3.4 Staff Development/Professional Growth.

7.3.4.1 The staff development and professional growth programs are designed to encourage unit members to continue educational and professional development and to promote activities which will assist unit members in acquiring knowledge and skills necessary to maintain and improve job performance. The DISTRICT will promote opportunities for unit members to reach maximum levels of professional potential and provide training in specific technical knowledge and job-related skills.

7.3.4.1.1 All funding designated by the State of California specifically for Classified Professional Development shall be negotiated with the ASSOCIATION for the use of the funding. Funding sources include but not limited to:

a. Classified School Employee Professional Development Block Grant Program

b. Professional Development Funds from the Funding Allocation Formula.

7.3.4.2 The DISTRICT and the ASSOCIATION shall ensure that an advisory committee is established pursuant to AB 2558 and composed of unit member representatives and shall include an appointed CSEA representative. Once the DISTRICT's development program is developed, upon request of either the DISTRICT or the ASSOCIATION, the PARTIES will meet to negotiate impact and effects.

7.3.4.3 To recognize and celebrate the accomplishments of classifieds contribution to the DISTRICT, the PARTIES agree to the following:

a. The DISTRICT will allocate one (1) week but no more than seven (7) days as Classified School Employees Week (CSEW) during the months of May or June and two (2) days; one (1) day in the month of August and one (1) day in the month of January as In-Service Day;

b. To encourage participation by all classified members the immediate supervisorand classified unit member will mutually agree to adjust

the members work schedule to allow for participation in the above events; and

c. All pay differentials that the unit member receives will not be altered by thisschedule change.

7.4 ENROLLMENT REIMBURSEMENT FEES FOR UNIT MEMBERS. The DISTRICT shall reimburse permanent unit members employed at least twenty (20) hours per workweek with one (1) year of service for credit courses, excluding community service courses, successfully completed with a grade of "C" or better at either of the two (2) DISTRICT campuses provided all of the following conditions are satisfied:

7.4.1 All classes must be taken outside of the regularly scheduled working hours of the unit member.

7.4.2 Only those classes offered by either of the two (2) DISTRICT campuses shall qualify for fee reimbursement.

7.4.3 To qualify for enrollment fee reimbursement, a unit member must present verification of successful completion of the course and out-of-pocket expense for enrollment fee(s) only.

7.4.4 Enrollment fee reimbursement shall be limited to the current enrollment fee per semester for each unit member.

7.4.5 All courses for which a unit member seeks tuition reimbursement must have prior approval by their immediate supervisor and then the Chancellor's designee. If the request is denied, it may be appealed to the Chancellor. Forms can be found in Appendix D: Tuition/Enrollment Reimbursement Forms and on the DISTRICT website.

7.4.6 Reimbursement. Unit members on the classified unit member salary schedule shall be eligible for eighty (80) percent tuition cost reimbursement for courses completed outside of the DISTRICT with a grade of "C" or better which pertain to their classified position. Such reimbursement shall be actual costs not to exceed twenty-four (24) semester / thirty-six (36) quarter units of coursework per year. However, no tuition cost paid by the DISTRICT is to exceed on a per unit basis cost of similar coursework at the University of California.

- Only full-time unit members who have completed their probationary period shall be eligible for this benefit.

- All courses for which a unit member seeks tuition reimbursement must have prior approval by their immediate supervisor and the Chancellor's designee. If the request to the immediate supervisor is denied, it may be appealed to the Chancellor's designee.

7.5 ENROLLMENT REIMBURSEMENT FEES FOR BENEFIT ELIGIBLE DEPENDENTS. The DISTRICT shall reimburse benefit eligible dependents of unit members employed at least twenty (20) hours per workweek with one year of service for credit courses, excluding community service courses, successfully completed with a grade of "C" or better at either of the two (2) DISTRICT campuses provided all of the following conditions are satisfied:

7.5.1 Only those classes offered by either of the two (2) DISTRICT campuses shall qualify for fee reimbursement.

7.5.2 To qualify for enrollment fee reimbursement, the unit member or benefit eligible dependent must present verification of successful completion of the course and out-of- pocket expense for enrollment fee(s) only.

7.5.3 Enrollment fee reimbursement shall be limited to the current enrollment fee(s) per semester for each unit member and their eligible dependents.

7.5.4 Definition of Benefit Eligible Dependent includes a spouse, registered domestic partner or child. 1) Child up to age nineteen (19); 2) Child between age nineteen through twenty-five (19-25) if they attend school full-time (nine (9)+ units) or are more than fifty (50) percent financially dependent and are not married and reside with parent or are away at college; and 3) Disabled children over age nineteen (19).

7.5.5 During the term of this AGREEMENT the PARTIES agree to meet annually to review the annual allocation of seventy-five thousand ($75,000) dollars for unit members to determine if adjustments are needed.

7.6 PAYCHECKS. All payroll warrants of unit members within the unit shall be itemized to include all deductions, subject to payroll procedures of the County Superintendent of Schools.

7.7 FREQUENCY. All unit members shall be paid once per month payable on the last working day of the month. The DISTRICT shall not be responsible for delays or errors caused by instrumentalities beyond its control, including the Office of the County Superintendent of Schools or the U.S. Mail.

~~7.8~~ SPECIAL PAYMENTS. Any payroll adjustment due to a unit member as a result of working out of class, re-computation of hours, or other reasons other than procedural errors shall be made by a supplemental check issued not later than the next regular pay period.

7.8.1 Payroll Errors. Payroll error includes any adjustment which affects the unit member's net pay. Whenever it is determined an error has been made in the wages of a unit member, the PARTY identifying the error shall notify the other PARTY in writing as soon as possible.

7.8.2 Underpayment. In the event of DISTRICT determination of an underpayment to the unit member, the DISTRICT will provide the unit member with a statement of the correction and payment within five (5) workdays. No underpayment for which a correction must be made, shall exceed a period of three (3) years.

7.8.3 Overpayment. In the event of an overpayment to the unit member, the unit member will be given a reasonable opportunity to meet with DISTRICT representatives to discuss the error. In the event that the DISTRICT and the unit member do not mutually agree to a repayment schedule, the DISTRICT will deduct a portion of the unit member's wages (not to exceed ten (10) percent of the monthly net salary) in subsequent months until the DISTRICT is fully reimbursed. An exception to the ten (10) percent deduction restriction shall be made when the unit member's employment in the DISTRICT is in the process of being or has been terminated or the full ten (10) percent deduction would cause undue hardship on the unit member.

~~7.9~~ PAYROLL ADJUSTMENT. In the event of any salary adjustment due to unauthorized absences and/or overuse of any paid leave accrual indicated on a unit member's monthly absence report, the unit member shall be provided written notification via email detailing the adjustment amount no later than five (5) days before the pay date of the adjustment.

In the case of unauthorized leave, on the first occasion the immediate supervisor shall meet with the unit member to discuss the unauthorized leave(s) prior to the payroll adjustment. Unit members who repeatedly engage in unauthorized leave(s) and have previously had an informal discussion with their immediate supervisor may be subject to discipline in accordance with Article 17: Discipline.

~~7.10~~ PROMOTION. A promotion shall be defined as a unit member being moved to a higher classification with a corresponding higher starting salary for that higher classification. Unit members promoted shall be given a five (5) percent salary increase over their present salary and shall be placed on the step of the range of their new classification which most nearly corresponds to the five (5) percent increase but not less than such increase. If, however, the five (5) percent increase exceeds *Step J* on the range of the new classification, the unit member shall be placed on *Step J*. If a unit member is eligible for a step increase in their old classification within ninety (90) days of the effective date of the promotion, such step increase shall be used for purposes of computing a five (5) percent promotional salary increase.

7.10.1 Initial Placement of Promoted Unit Members. A promoted unit member's previous experience may warrant a higher placement, which in no case exceeds Step C unless the provisions of Section 7.10 apply. Unit members placed on Step A of the salary schedule will be advanced to Step B on the first of the month following six (6) complete months of service. Unit members who are initially placed on any step other than Step A will be advanced to the next step on the first of the month following twelve (12) complete months of service. All advancements thereafter will be on a yearly basis.

7.10.2 Initial Placement of New Unit Members. New unit members are placed on Step A of the salary schedule unless previous experience warrants a higher placement, which in no case exceeds Step C. Unit members placed on Step A of the salary schedule will be advanced to Step B on the first of the month following six (6) complete months of service. Unit members who are initially placed on any step other than Step A will be advanced to the next step on the first of the month following twelve (12) complete months of service. All advancements thereafter will be on a yearly basis.

(Renumber starting here)

~~7.11~~STANDBY DUTY. Standby duty is defined as a period when the ~~District~~ DISTRICT determines there is a need to place a unit member on temporary call back to the worksite. For this Section, "worksite" refers to the location where the unit member must physically go to perform their assigned tasks.

The assignment of standby duty shall be pursuant to Article 6: Hours of Work and Overtime, Section 6.11, when applicable. ~~The DISTRICT will work through a list of bargaining unit members in worksite seniority order starting with the most senior to the least senior. In the event that no member accepts standby duty the least senior will be automatically be assigned the duty.~~ When a unit member accepts the assignment and is placed on standby duty by their immediate supervisor ~~or designee~~, they shall be compensated at the lowest range of the classified salary schedule, step A ~~of the member's current~~

~~salary range the State minimum wage they will receive compensation, at the unit member's standard rate of pay~~ for each full hour or ~~any portion~~ the nearest one-quarter (1/4) hour ~~thereof~~ of standby waiting time ~~of standby duty.~~ Compensation ~~(Article 7.2.8)~~ for standby waiting time will cease when the unit member physically reports to the worksite, or is released by their immediate supervisor ~~or designee~~. ~~at which time their regular Members on standby duty will be entitled to their contractually prescribed compensation rate will apply. be~~

If standby waiting time plus regular compensation results in overtime, that rate shall be based on the calculated weighted blended rate method for hours ~~the standard overtime rate of the member in~~ excess of the eight (8) hours workday or forty (40) hour workweek ~~beyond forty (40) hours per workweek~~. and in accordance with Article 7.11. ~~The unit member reserves the right to determine the type of overtime compensation received (see Article 6.9) once they report to the worksite.~~ All standby work ~~duty~~ compensation will end at the completion ~~conclusion~~ of the standby work shift. ~~Standby work shift will cease upon the completion of the standby duty. A need for any additional standby duty assignments will reinitiate the standby duty process.~~

7.11.1 Unit members placed on restricted standby duty are subject to the following requirements:

a. While on standby, unit members will be ready to respond immediately to a call-back to the worksite, or return a call or e-mail within a specific time established by the unit members' immediate supervisor or designee;
b. Unit members assigned to restricted standby duty by their immediate supervisor or designee shall: (1) leave a telephone number where they can be reached, and (2) If after being told to report to the worksite, the unit member shall immediately report to worksite and arrive no later than the time it takes to commute between the unit member's home and the worksite if required by the immediate supervisor or designee.
c. Unit members shall remain in the general vicinity of their home or worksite during the restricted standby period;
d. Unit members shall refrain from intoxicants or other activities that might impair the ability to perform assigned duties; and
e. Unit members must notify their immediate supervisor or designee immediately if unable to be on standby due to an unforeseen emergency or illness.

The DISTRICT reserves the right to determine the necessity for and assign standby duty at least seventy-two (72) hours in advance, ~~at least seventy-two (72) hours when possible~~ and only with shorter notice in rare circumstances or emergency situations. ~~such as natural disasters, public utility shutoffs, or extreme inclement weather~~. In the event of an emergency where ~~no notification is given at least~~less than seventy-two (72) hours ~~in~~ advance notification is given, the unit member retains the right to object ~~refuse~~ and the immediate supervisor ~~or designee~~ will follow the process outlined in Section 6.11.2 before directing the unit member to work the standby duty.

~~7.12~~ MINIMUM CALL-BACK TIME. Any unit member called back from off-campus to perform services outside their regular hours shall receive a minimum compensation of three (3) hours for such services. This Section shall not apply where such services are performed immediately preceding or succeeding the unit member's regular hours.

~~7.13~~ WORKING OUT-OF-CLASS. Any unit member required to work outside of their classification performing work outside the scope of their job duties for five (5) or more working days within a fifteen (15) calendar day period shall have their salary adjusted

upward beginning with the first working day in the higher classification. A unit member required to work out of class shall receive a five (5%) percent salary increase unless the increase exceeds the highest step of the higher classification, in which case the unit member shall be paid at the highest step. Any working out of class assignments shall be limited to six (6) months unless the period is extended by mutual agreement by the DISTRICT and the ASSOCIATION.

7.13.1 Unit members required to work out of classification not within the bargaining unit shall have their salary adjusted to the rate of pay of the position that is not within the bargaining unit if it exceeds their current salary range. The DISTRICT and the ASSOCIATION shall meet and negotiate the effects.

~~7.14~~ IN-SERVICE TRAINING. The DISTRICT shall continue to support and provide an in-service training program. An ad hoc advisory committee established by the DISTRICT and including ASSOCIATION representatives shall continue to study training needs and recommend in-service programs. DISTRICT approved in-service training shall take place during regular working hours at no loss of pay or benefits to unit members. This shall also include ASSOCIATION provided trainings and workshops provided during classified appreciation week, days and calendared flex days.

~~7.15~~ STEP PLACEMENT AFTER VOLUNTARY DEMOTION. The salary of a unit member taking a voluntary demotion shall be placed at Step J of the new range unless Step J results in a salary increase over the unit member's old classification. In such case, the unit member shall be placed on the highest step in the new classification which would not result in a salary increase over the unit member's old classification (See Article 15: Vacancies, Transfers, Voluntary Demotions, In House Or Promotional Only Recruitments, Section 15.2).

~~7.16~~ TAX DEFERRED STATUS FOR CONTRIBUTIONS. The DISTRICT agrees to initiate tax-deferred status for PERS for all unit members in the PERS Retirement System.

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

April 21, 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".

4/10 SUMMER WORK SCHEDULE. As part of a District-wide effort to conserve resources, unless one of the Parties requests by March 1 of the calendar year that it not be implemented, the District will activate a four/ten (4/10) summer work schedule each year under the following conditions:

1. The dates for the four/ten (4/10) summer work schedule will be determined annually by the District, and are set forth below:

    a. **Calendar Year 2026:** The 4/10 summer work schedule will run from **Sunday, May 17, 2026, through Saturday, August 8, 2026.**

    b. **Calendar Year 2027:** The District will notify CSEA of the dates for the four/ten (4/10) summer work schedule **no later than March 1 of that calendar year.**

2. The District will determine which specific day any holiday occurring during the four/ten (4/10) summer work schedule will be observed, as set forth below:

    a. **Calendar Year 2026:** (1) **Memorial Day:** Monday, May 25, 2026, will be the observed Memorial Day holiday, and District Facilities will be closed, (2) **Juneteenth:** Friday, June 19, 2026, will be the observed Juneteenth holiday, and District Facilities will be closed, and (3) **Independence Day:** Thursday, July 2, 2026, will be the observed 4th of July holiday, and District Facilities will be closed.

    b. **Calendar Year 2027:** The District will notify CSEA of the days on which holidays occurring during the four/ten (4/10) summer work schedule will be observed **no later than March 1 of that calendar year.**

3. All unit members will work a ten (10) hour workday and forty (40) hour workweek; however, at their request, they may opt to use vacation in any combination to create a four/eight (4/8) or four/nine (4/9) workweek consistent with Article 19: Vacation.

4. For the week of June 14, 2026, all unit members will be required to work ten (10) hours on Monday, June 15, 2026; Tuesday, June 16, 2026; and Wednesday, June 17, 2026. In lieu of working these scheduled hours, unit members may request to use vacation in accordance with section #3 of this Memorandum of Understanding. Additionally, the District Facilities will be closed on Thursday, June 18, 2026, and will remain closed on Friday, June 19, 2026, in observance of the Juneteenth holiday.

5. The standard four/ten (4/10) summer work schedule will be Monday-Thursday with the hours of operations determined by each specific District/department, with the following exceptions; a. District/departments that are required to serve the public and/or students (e.g., Child Development Centers, Police Department, KVCR, Aquatic Center) Monday through Friday during the summer will provide staffing and remain open for five (5) days each week. Unit members in those departments will be required to maintain a five (5) day/week work schedule, forgoing the summer hours and keeping their

five (5) day/week work schedule for the entire four/ten (4/10) summer work schedule period.

6. Specific District/department needs may require unit members to maintain a schedule other than the standard summer work schedule (e.g., custodial, IT); therefore, unit members shall be scheduled by mutual agreement between the immediate supervisor and the unit member involved. Such scheduling shall remain the same for the entire summer and may either provide for (1) scheduling all unit members for five (5) eight-hour days or (2) an alternate scheduling plan that gives unit members the option to work four (4) ten-hour days with either Monday or Friday as their unscheduled day. If a satisfactory agreement cannot be reached, the schedule will remain five (5) eight-hour days for all unit members in that department.

7. Unit members will not acquire or lose shift differential during the 4/10 Summer AWS.

This Memorandum of Understanding will sunset on **June 30, 2028**, and shall be reevaluated and subject to negotiations at any time.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis

Diana Vaichis, Team Member

Ginger Sutphin, Team Member

Juan Zavala, Team Member

Aida Gil

Aida Gil, Team Member

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

May 12, 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".

For the year 2026-2027, the health and welfare benefits for eligible unit members shall be as follows:

a. **Medical Plans Offered to Include a Choice of Seven (7) Medical Plans:**
   - Anthem Blue Cross Full Network Classic HMO (No Additional Cost Option)
   - Anthem Blue PPO Gold (No Additional Cost Option)
   - Anthem Blue Cross Full Network CA Care HMO (*+116.40)
   - Anthem Blue PPO Low (*+$366.00)
   - Anthem Blue PPO (*+$655.20)
   - Kaiser Low HMO $30 Co-Pay (*+$201.60)
   - Kaiser High HMO $15 Co-Pay (*+$236.40)

b. **Dental Plans Offered to Include a Choice of Two (2) Dental Plans:**
   - DeltaCare USA HMO (No Additional Cost Option)
   - Delta Dental PPO (*+$64.99)

c. **Vision Plan Offered:**
   - EyeMed (No Additional Cost)

d. **Chiropractic:**
   - Anthem Blue Cross (Cost Dependent on Chosen Plan)
   - Kaiser (Cost Dependent on Chosen Plan)

e. **Basic Life, Voluntary Life & Accidental Death, and Dismemberment (AD&D):**
   - Prudential Basic Life and Basic AD&D (No Additional Cost Option)
   - Prudential Voluntary Life and Voluntary AD&D (*Additional Cost Option)

f. **Employee Assistance Program (EAP):**
   - Anthem Blue Cross through SISC (No Additional Cost)

*All unit members' contributions are deducted on a 10thly basis.

In the event of any unforeseen changes to Article 10: Health & Welfare Benefits or Appendix E (Health and Welfare Benefits Plan) of the CSEA Collective Bargaining Agreement, the Association and/or the District reserve the right to reopen this Memorandum of Understanding. This Memorandum of Understanding is effective October 1, 2026 – September 30, 2027 (Benefit Plan Year).

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, Payroll, Police Services and Health and Safety Administration

For CSEA

Ernest Gullen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis, Team Member

Ginger Sutphin, Team Member

Juan Zavala, Team Member

Aida Gil, Team Member

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

May 12, 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."

In accordance with **Article 15.6 – District Initiated Transfers**, of the CSEA Collective Bargaining Agreement, the Parties have reached an agreement regarding unit member, Maryum Malika. The specific details of the initiated transfer are outlined below:

Current
Supervisor: Yolanda Simental, Interim Associate Dean of Health Science and Director of Nursing
Department: Nursing, SBVC
Work Schedule: Monday–Friday, 8:00 a.m. – 5:00 p.m.

New (effective June 1, 2026)
Supervisor: Nori Sogomonian, Dean of Humanities
Department: Humanities, SBVC
Work Schedule: Monday–Friday, 8:00 a.m. – 5:00 p.m. (unchanged)

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, Payroll, Police Services and Health and Safety Administration

For CSEA

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

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

May 12, 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."

Permanent Schedule Change: Library- San Bernardino Valley College

In accordance with **Article 6.4 - Permanent Changes to Work Schedule**, of the CSEA Collective Bargaining Agreement, the Parties have reached an agreement regarding unit member Claudia Herrera's permanent work schedule, which will take effect on **Monday, May 25, 2026.** The specific details of the work schedule are outlined below:

Current Work Schedule
Monday - Friday, 8:00 a.m. – 5:00 p.m.

New Work Schedule
Monday - Friday, 7:30 a.m. – 4:30 p.m.

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, Payroll, Police Services and Health and Safety Administration

For CSEA

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

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

June 9, 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 Brandon Heller, Administrative Assistant I, to the Senior Student Services Technician, San Bernardino Valley College, under the following stipulations:

1. The length of the assignment will be July 1, 2026, through September 30, 2026, or until the Employee or management makes a decision to end the assignment. The Employee began working Out-of-Class on January 5, 2026, as a Senior Student Services Technician.

2. The Employee will be compensated at Range 38, Step F. 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 an 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 Brandon Heller.

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, Payroll, Police Services and Health and Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR 6/16/26

Diana Vaichis, Team Member

Ginger Sutphin, Team Member

Juan Zavala, Team Member

Aida Gil, Team Member

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

June 9, 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 Management Out-of-Class assignment for Johnny Kates Jr., Custodian to the Interim Custodial Supervisor, San Bernardino Valley College, under the following stipulations:

1. The length of the assignment will be July 1, 2026, through December 31, 2026, or until a decision is made by the Employee or management to end the assignment. The Employee began working out of class on March 5, 2026, as Custodial Supervisor.

2. The Employee will be compensated from the Management Salary Schedule at Range 8, Step A.

3. The Parties agree that the Employee, while performing the Out-of-Class Managerial assignment, remains a unit member and may benefit from any and all rights and representation afforded them through affiliation with CSEA; however, the Employee will be ineligible to receive the following special compensation: shift differential or bilingual/bi-literate during the length of Out-of-Class service.

4. The Parties agree that the Employee will not take part in any classified employee evaluations or employee discipline proceedings during the assignment as the Custodial Supervisor or be evaluated during this Out-of-Class service.

5. Upon completion of the Out-of-Class Managerial assignment, the Employee shall return to their regular classified position as Custodian.

6. The Parties agree that during the Out-of-Class Managerial assignment, the Employee's seniority as a Custodian will continue to accrue, and the Out-of-Class Managerial assignment will not be construed in any manner as a break in service.

7. This Memorandum of Understanding constitutes the full and complete Agreement regarding the Out-of-Class Managerial assignment of Johnny Kates Jr.

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,
Payroll, Police Servicesand Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

6/16/26

Cameron Kroetz, CSEA LRR

Diana Vaichis, Team Member

Ginger Sutphin, Team Member

Juan Zavala, Team Member

Aida Gil, Team Member

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

June 9, 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 Krista Ornelas-Mora, Senior Student Services Technician, to the Student Services Coordinator, Economic Development & Corporate Training Center, under the following stipulations:

1. The length of the assignment will be July 1, 2026, through December 31, 2026, or until the Employee or management makes a decision to end the assignment. The Employee began working Out-of-Class on July 1, 2025, as a Student Services Coordinator.

2. The Employee will be compensated at Range 46, Step E. 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 a Senior Student Services Technician.

4. The District and the Association agree that during the Out-of-Class assignment, the Employee's seniority as Senior Student Services Technician 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 Krista Ornelas-Mora.

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, Payroll, Police Services and Health and Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

6/16/26
Cameron Kroetz, CSEA LRR

Diana Vaichis, Team Member

Ginger Sutphin, Team Member

Juan Zavala, Team Member

Aida Gil, Team Member

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

June 9, 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 Maria Adkins, Financial Aid Specialist, to the Financial Aid Coordinator, San Bernardino Valley College, under the following stipulations:

1. The length of the assignment will be July 1, 2026, through December 31, 2026, or until the Employee or management makes a decision to end the assignment. The Employee began working Out-of-Class on November 10, 2025, as a Financial Aid Coordinator.

2. The Employee will be compensated at Range 45, Step F. 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 Financial Aid Specialist.

4. The District and the Association agree that during the Out-of-Class assignment, the Employee's seniority as a Financial Aid Specialist 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 Maria Adkins.

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, Payroll, Police Services and Health and Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

6/16/26

Cameron Kroetz, CSEA LRR

Diana Vaichis, Team Member

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Juan Zavala, Team Member

Aida Gil

Aida Gil, Team Member

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

June 9, 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 Rebecca Abeyta, Administrative Assistant III, to the Senior Student Services Technician, Crafton Hills College, under the following stipulations:

1. The length of the assignment will be July 1, 2026, through December 31, 2026, or until the Employee or management makes a decision to end the assignment. The Employee began working Out-of-Class on September 1, 2025, as a Senior Student Services Technician.

2. The Employee will be compensated at Range 41, Step E. 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 III.

4. The District and the Association agree that during the Out-of-Class assignment, the Employee's seniority as Administrative Assistant III 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 Rebecca Abeyta.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

6/16/26

Cameron Kroetz, CSEA LRR

Diana Vaichis, Team Member

Ginger Sutphin, Team Member

Juan Zavala, Team Member

Aida Gil, Team Member

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

June 9, 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 Management Out-of-Class assignment for Veronica Arrowood, Project Analyst, to the Interim Director, Grants and Administration, Crafton Hills College, under the following stipulations:

1. The length of the assignment will be July 1, 2026, through August 31, 2026, or until a decision is made by the Employee or management to end the assignment. The Employee began working out of class on October 15, 2025, as Interim Director, Grants and Administration.

2. The Employee will be compensated from the Management Salary Schedule at Range 18, Step A.

3. The Parties agree that the Employee, while performing the Management Out-of-Class assignment, remains a unit member and may benefit from any and all rights and representation afforded them through affiliation with CSEA; however, the Employee will be ineligible to receive the following special compensation: shift differential or bilingual/bi-literate during the length of Out-of-Class service.

4. The Parties agree that the Employee will not take part in any classified employee evaluations or employee discipline proceedings during the Management Out-of-Class assignment as the Interim Director, Grants and Administration or be evaluated during this Management Out-of-Class service.

5. Upon completion of the Out-of-Class assignment, the Employee shall return to their regular classified position as the Project Analyst.

6. The Parties agree that during the Management Out-of-Class assignment, the Employee's seniority as the Project Analyst will continue to accrue, and the Management Out-of-Class assignment will not be construed in any manner as a break in service.

7. This Memorandum of Understanding constitutes the full and complete Agreement regarding the Management Out-of-Class assignment of Veronica Arrowood.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

6/16/26

Cameron Kroetz, CSEA LRR

Diana Vaichis, Team Member

Ginger Sutphin, Team Member

Juan Zavala, Team Member

Aida Gil, Team Member

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

June 9, 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."

Permanent Schedule Change: Child Development Center- San Bernardino Valley College

In accordance with **Article 6.4 - Permanent Changes to Work Schedule**, of the CSEA Collective Bargaining Agreement, the Parties have reached an agreement regarding unit member Monica Mercado's permanent work schedule, which will take effect on **Wednesday, July 1, 2026.** The specific details of the schedule change are outlined below:

Current Work Schedule
Monday - Friday, 7:30 a.m. – 4:00 p.m.

New Work Schedule
Monday - Friday, 8:00 a.m. – 4:30 p.m.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR 6/16/26

Diana Vaichis, Team Member

Ginger Sutphin, Team Member

Juan Zavala, Team Member

Aida Gil, Team Member

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

June 16, 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 Emma Taylor, Administrative Assistant I, to the Administrative Assistant III, Crafton Hills College, under the following stipulations:

1. The length of the assignment will be July 1, 2026, through December 31, 2026, or until the Employee or management makes a decision to end the assignment. The Employee began working Out-of-Class on September 22, 2025, as an Administrative Assistant III.

2. The Employee will be compensated at Range 41, Step A. 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 Emma Taylor.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

6/16/26
Cameron Kroetz, CSEA LRR

Diana Vaichis, Team Member

Ginger Sutphin, Team Member

Juan Zavala, Team Member

Aida Gil, Team Member

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

June 16, 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 Management Out-of-Class assignment for Gabriel Martinez Lazaro, Senior Research & Planning Analyst, to the Acting Dean, Research, Planning and Institutional Effectiveness with Grants Oversight, San Bernardino Valley College, under the following stipulations:

1. The length of the assignment will be July 1, 2026 through September 30, 2026, or until the Employee or management makes a decision to end the assignment. The Employee began working out of class on August 20, 2025, as Acting Dean, Research, Planning and Institutional Effectiveness with Grants Oversight.

2. The Employee will be compensated from the Management Salary Schedule Range 23, Step A.

3. The Parties agree that the Employee, while performing the Out-of-Class Managerial assignment, remains a unit member and may benefit from any and all rights and representation afforded them through affiliation with CSEA; however, the Employee will be ineligible to receive the following special compensation: shift differential or bilingual/bi-literate during the length of Out-of-Class service.

4. The Parties agree that the Employee will not take part in any classified employee evaluations or employee discipline proceedings during the Out-of-Class Managerial assignment, as the Acting Dean, Research, Planning and Institutional Effectiveness with Grants Oversight or be evaluated during this Out-of-Class Managerial service.

5. Upon completion of the Out-of-Class Managerial assignment, the Employee shall return to their regular classified position as the Senior Research & Planning Analyst.

6. The Parties agree that during the Out-of-Class Managerial assignment, the Employee's seniority as the Senior Research & Planning Analyst will continue to accrue, and the Out-of-Class Managerial assignment will not be construed in any manner as a break in service.

7. This Memorandum of Understanding constitutes the full and complete Agreement regarding the Out-of-Class Managerial assignment of Gabriel Martinez Lazaro.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

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

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

June 22, 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 Management Out-of-Class assignment for Kevin Limoges, Senior Technology Support Specialist, to the Acting Enterprise Technology Project Manager, District, under the following stipulations:

1. The length of the assignment will be July 1, 2026, through December 31, 2026, or until a decision is made by the Employee or management to end the assignment. The Employee began working out of class on October 20, 2025, as the Acting Enterprise Technology Project Manager.

2. The Employee will be compensated from the Management Salary Schedule at Range 17, Step E.

3. The Parties agree that the Employee, while performing the Management Out-of-Class assignment, remains a unit member and may benefit from any and all rights and representation afforded them through affiliation with CSEA; however, the Employee will be ineligible to receive the following special compensation: shift differential or bilingual/bi-literate during the length of Out-of-Class service.

4. The Parties agree that the Employee will not take part in any classified employee evaluations or employee discipline proceedings during the Management Out-of-Class assignment as the Acting Enterprise Technology Project Manager or be evaluated during this Management Out-of-Class service.

5. Upon completion of the Out-of-Class assignment, the Employee shall return to their regular classified position as the Senior Technology Support Specialist.

6. The Parties agree that during the Management Out-of-Class assignment, the Employee's seniority as the Senior Technology Support Specialist will continue to accrue, and the Management Out-of-Class assignment will not be construed in any manner as a break in service.

7. This Memorandum of Understanding constitutes the full and complete Agreement regarding the Management Out-of-Class assignment of Kevin Limoges.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

6/29/26

Cameron Kroetz, CSEA LRR

Diana Vaichis

Diana Vaichis, Team Member

Ginger Sutphin

Ginger Sutphin, Team Member

Juan Zavala

Juan Zavala, Team Member

Aida Gil

Aida Gil, Team Member

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

July 6, 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 Management Out-of-Class assignment for Richard Lopez, Lead Custodian, to the Acting Custodial Supervisor, Crafton Hills College, under the following stipulations:

1. The length of the assignment will be effective from July 6, 2026, through July 14, 2026, and again from August 3, 2026, through August 6, 2026, or until the Employee or management makes a decision to end the assignment.

2. The Employee will be compensated from the Management Salary Schedule Range 8, Step A.

3. The Parties agree that the Employee, while performing the Out-of-Class Managerial assignment, remains a unit member and may benefit from any and all rights and representation afforded them through affiliation with CSEA; however, the Employee will be ineligible to receive the following special compensation: shift differential or bilingual/bi-literate during the length of Out-of-Class service.

4. The Parties agree that the Employee will not take part in any classified employee evaluations or employee discipline proceedings during the Out-of-Class Managerial assignment, as the Acting Custodial Supervisor, or be evaluated during this Out-of-Class Managerial service.

5. Upon completion of the Out-of-Class Managerial assignment, the Employee shall return to their regular classified position as a Lead Custodian.

6. The Parties agree that during the Out-of-Class Managerial assignment, the Employee's seniority as a Lead Custodian will continue to accrue, and the Out-of-Class Managerial assignment will not be construed in any manner as a break in service.

7. This Memorandum of Understanding constitutes the full and complete Agreement regarding the Out-of-Class Managerial assignment of Richard Lopez.

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,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR 7/15/26

Diana Vaichis, Team Member

Ginger Sutphin, Team Member

Juan Zavala, Team Member

Aida Gil, Team Member