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