

**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 13, 2024**

**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."

**Schedule Change: Admissions & Records Department- CHC**

In accordance with **Article 6.4 - Permanent Changes to Work Schedule**, the Parties agreed that the Admissions & Records Department employees: **(1) Kristin Flores', (2) Luna Lagrima's, (3) Ali Ravento's, (4) Floyd Simpson's, and (5) Reyna Uribe's** permanent work schedule would change as described below. Accordingly, the first day of the permanent schedule will be Wednesday, August 14, 2024.

- a. Incumbent, Kristin Flores' work schedule will be changed as follows:  
From: Monday – Thursday, 8:30 a.m. to 5:00 p.m., Friday 8:00 a.m. to 4:30 p.m.  
To: Monday, Tuesday, Thursday, 8:30 a.m. to 5:00 p.m., Wednesday 10:30 a.m. to 7:00 p.m., and Friday 8:00 a.m. to 4:30 p.m.
- b. Incumbent, Luna Lagrima's work schedule will be changed as follows:  
From: Monday –Friday 8:00 a.m. to 4:30 p.m.  
To: Monday, Tuesday, Thursday, 8:30 a.m. to 5:00 p.m., Wednesday 10:30 a.m. to 7:00 p.m., and Friday 8:00 a.m. to 4:30 p.m.
- c. Incumbent, Ali Ravento's work schedule will be changed as follows:  
From: Monday – Thursday 9:00 a.m. to 6:00 p.m., Friday 7:30 a.m. to 4:30 p.m.  
To: Monday, Wednesday, Thursday, 9:30 a.m. to 6:00 p.m., Tuesday 10:30 a.m. to 7:00 p.m., and Friday 8:00 a.m. to 4:30 p.m.
- d. Incumbent, Floyd Simpson's work schedule will be changed as follows:  
From: Monday – Thursday, 8:30 a.m. to 5:30 p.m., Friday 7:30 a.m. to 4:30 p.m.  
To: Monday, Thursday, 8:30 a.m. to 5:30 p.m., Tuesday 9:00 a.m. to 6:00 p.m., Wednesday 10:00 a.m. to 7:00 p.m., and Friday 7:30 a.m. to 4:30 p.m.
- e. Incumbent, Reyna Uribe's work schedule will be changed as follows:  
From: Monday – Thursday, 8:30 a.m. to 5:30 p.m., Friday 7:30 a.m. to 4:30 p.m.  
To: Monday, Wednesday, Thursday, 8:30 a.m. to 5:30 p.m., Tuesday 10:00 a.m. to 7:00 p.m., and Friday 7:30 a.m. to 4:30 p.m.

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

For the District

For CSEA

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

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Ernest Guillen, President CSEA #291

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Noah Snyder, CSEA LRR

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Diana Vaichis, Team Member

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Kevin Limoges, Team Member

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Yendis Battle, Team Member

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Cedrick Wrenn, Team Member