

**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 15, 2023**

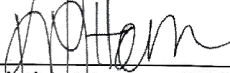
**Terms and Conditions:** This Memorandum of Understanding is entered into by and between the San Bernardino Community College District (hereinafter, "District") and the California School Employees Association, and its Chapter #291, (hereinafter "Association"), collectively referred to as "the Parties".

Kathryn Fellenz is assigned as an Aquatic Center Pool Attendant at Crafton Hills College. She currently works 17.5 hours per work week, and her work schedule is as follows: Monday- Friday 7:00 a.m. – 10:30 a.m. As such, Ms. Fellenz has agreed to serve an out-of-class assignment as the Aquatics Director at Crafton Hills College, under the following stipulations:


1. The length of the assignment will be September 15, 2023, through November 30, 2023, or until a decision is made by the Employee or management to end the assignment.
2. Employee will continue to work her regular shift as an Aquatic Center Pool Attendant for 17.5 hours per work week. After completing her shift as an Aquatic Center Pool Attendant, Mr. Fellenz will spend the remaining time, up to an 8-hour day, as the Aquatic Director. The out-of-class Assignment shall not exceed 22.5 hours per work week.
3. 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.
4. The Parties agree that the Employee, while performing the Out-of-Class assignment, remains a unit member and may benefit from any and all rights and representation afforded them through affiliation with CSEA.
5. The Parties agree that the Employee will not take part in any classified employee evaluations or employee discipline proceedings during the assignment as the Aquatics Director or be evaluated during this Out-of-Class service.
6. Upon completion of the Out-of-Class assignment, the Employee shall return to their regular classified position as the Aquatic Center Pool Attendant.
7. The Parties agree that during the Out-of-Class assignment, the Employee's seniority as the Aquatic Center Pool Attendant will continue to accrue, and the Out-of-Class assignment will not be construed in any manner as a break in service.
8. This Memorandum of Understanding constitutes the full and complete Agreement regarding the Management assignment of Kathryn Fellenz.

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

For the District


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

For CSEA


  
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Cassandra Thomas, President CSEA #291

  
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Ernest Guillen, Team Member

  
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Yendis Battle, Team Member

  
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David Stevenson, Team Member

  
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Kevin Limoges, Team Member

  
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Noah Snyder, CSEA LRR