

**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 25, 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".

**Recitals**

- a. On June 29, 2023, Maryum Malika submitted a reclassification request seeking to be reclassified from an Administrative Assistant II to an Administrative Assistant III position.
- b. While the Parties were reviewing the request, the Parties agreed that Maryum Malika would receive an additional 5% for out-of-class pay.
- c. On September 19, 2023, the Parties entered into an MOU denying the reclassification.
- d. Upon further research, the Parties have agreed to grant the reclassification request and reevaluate the Administrative Assistant III classification as part of the Classification and Compensation Study for further alignment.

Accordingly, the Parties agree as follows:

1. **Reclassification:** The Parties agree that in accordance with **Article 16: PERSONNEL**, specifically subsection **16.3.1 RECLASSIFICATION REQUEST**, the Association and the District negotiation teams on August 15, 2023, reviewed the reclassification request for Maryum Malika and determined that the work being performed is outside the scope of an Administrative Assistant II.

Effective June 29, 2023, bargaining unit member Maryum Malika, Administrative Assistant II, Range 37 Step E, 8 hours/260-day work year in the Nursing Department at San Bernardino Valley College will be reclassified to the classification of Administrative Assistant III, Range 41 Step D, 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

For CSEA

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

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Ernest Guillen, President CSEA #291

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Kevin Limoges, Team Member

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Yendis Battle, Team Member

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Diana Vaichis, Team Member

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Noah Snyder, CSEA LRR