

**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

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