

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made and entered into this 27<sup>th</sup> day of October, 2017 between the SAN BERNARDINO COMMUNITY COLLEGE DISTRICT herein after the District) and the SAN BERNARDINO COMMUNITY COLLEGE DISTRICT TEACHERS ASSOCIATION/CTA/NEA (hereinafter the Association.)

**Comparison District Data Summary Guidelines  
October 27, 2017**

It is HEREBY AGREED that:

Whereas: The District and the Association have agreed in the Compensation Plan, Appendix A-1, Objective 2 of the collective bargaining agreement that "The Comparison District Data Summary manual prepared for use during "year one" negotiations contains a salary schedule comparison section that lists an index of twenty-eight (28) specific salary schedule cells that can be used to maintain continuity in data analysis. Therefore, the twenty-eight (28) cell points represent places on the full-time faculty salary schedule where the median relationship of the District's salaries can be determined by comparing District salaries to the median of the benchmark/comparison districts' current salaries."; and

Whereas: The Comparison District Data Summary manual was never created,  
IT IS THEREFORE AGREED THAT:

The Comparison District Data Summary manual is not needed and shall be replaced with the following Comparison District Data Summary Guidelines.

**Comparison District Data Guidelines**

- a. The comparison districts listed in Appendix A-1 Compensation Plan shall be used for comparison purposes including wages, benefits, similar job descriptions, etc.
- b. Specific points (twenty-eight cells) on the full-time salary schedule shall be established for comparison and refer to the index of the twenty-eight cells. The index of twenty-eight cells are agreed to by mutual consent of the Association and the District. The selection of the cells process shall include an analysis of current scatter gram information.
- c. The twenty-eight cells shall be matched to the seven comparison districts identified in the bargaining agreement under the Compensation Plan as close as possible.
- d. The index of twenty-eight cells shall be re-evaluated and mutually agreed to every time Article 10: Wages is sunshined.

**Index of Twenty- Eight (28) Cells for 2017-18**

Lowest starting point (3 cells): C1, D1, I1

Highest (3 cells): D24, E24, I24

Entry level, difficult to recruit, retain (3 cells): C4, D4, I4

Average starting point G8-max step: (7 cells): all step 8 (C, D, E, F, G, H, I)

Normalizing (middle of schedule, 7 cells): all step 12 (C, D, E, F, G, H, I)

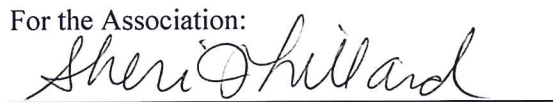
Straightforward, best match possible (5 cells): E6, D16, I16, F20, H20

This Memorandum of Understanding shall remain in force until June 30, 2019 or until the Parties reach agreement on a successor agreement.

For the District:

  
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Amalia Perez, Director  
Human Resources-Employee Relations

For the Association:

  
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Dr. Sheri Lillard, President  
SBCCDTA-CTA/NEA