



California  
School  
Employees  
Association

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Adam Weinberger  
Association President

Keith Pace  
Executive Director

Member of the AFL-CIO

The nation's largest  
independent classified  
employee association



April 27, 2023

**Via Electronic Mail:**

[REDACTED]  
Irlanda Lopez, President  
CSEA Cerritos Chapter 161

Re: Memorandum of Understanding (MOU) – Reclassification Timeline Waiver

Dear President Lopez:

I have received the attached MOU regarding the above-referenced matter between the Cerritos Community College District and California School Employees Association and its Cerritos Chapter 161.

It has been reviewed in accordance with Policy 610. I have found no apparent violation of law, CSEA's Constitution and Bylaws, or Policy.

Ratification for this MOU *is* required. Please provide your Labor Relations Representative with the ratification date so that we may update our records.

*Please ensure your chapter complies with the Ratification Meeting requirements as identified in your chapter constitution and Policy 610 Ratification Notice.*

I would like to take this opportunity to acknowledge the time and effort spent by you and the Negotiating Committee in negotiations. Your involvement and dedications are truly appreciated.

Please feel free to contact my office at (626) 258-3340 or [hlim@csea.com](mailto:hlim@csea.com) if you have any questions or concerns.

Sincerely,

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION

Heng Lim  
Field Director

HL/ep

Enclosure

c: Jody Grenier, Region 35 Representative; Ivan Pastrano, Area G Director;  
Jerome Wilson, Labor Relations Representative

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS CHAPTER #161  
AND  
CERRITOS COMMUNITY COLLEGE DISTRICT**

April 21, 2023

Cerritos Community College District and California School Employees Association and its Chapter #161, hereinafter known as the parties, have met, and conferred regarding reclassification procedure timelines.

Whereas, Article 5.13.1 addresses reclassification procedures timelines, the Parties have a longstanding practice of recommending reclassification requests to the Executive Council no later than April 30, 2023.

Notwithstanding that the parties are to be trained by a professional consultant in job analysis to review and support the process as needed, a new vendor had to be identified as the Ewing company which previously facilitated the process is no longer in business. While this process is finalized, the Parties have agreed to continue using the established model of the Ewing Job Analysis.

The Parties acknowledge that they will not be able to complete the review of several requests by April 30, 2023.

The Parties have agreed to extend the timeline by mutual agreement in order to complete the committee review process by May 15, 2023, and provide their recommendations to Executive Council by May 26, 2023 for the June 2023 Board meeting, if any.

**For the District:**



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**Dr. Mercedes Gutierrez  
Vice President, Human Resources/Assistant  
Superintendent**

**For CSEA:**



Irlanda Lopez (Apr 24, 2023 13:56 PDT)

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**Irlanda Lopez  
CSEA President**



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**Jerome Wilson  
CSEA Labor Relations Representative**










# MOU\_CSEA\_Reclassification\_Timeline\_Waiver 04212023

Final Audit Report

2023-04-24

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-  Document created by Kelly Rios (krios@cerritos.edu)  
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