



California School Employees Association
Chapter 477 – Rio Hondo College
MINUTES
Emergency Meeting
January 10, 2019

UNAPPROVED

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Call Meeting to Order: President Sandra Rivera called the meeting to order at **12:09 PM** with 53 members present, including the Executive Board.

The Pledge of Allegiance: Steven Gonzalez led the Pledge of Allegiance.

Roll Call of Officers: Sandra Rivera, Janice Garcia-Lopez, Andrea Rivera Ringo, Angelica Bio, Rowena Mendoza, Alberto Bretado, Steven Gonzalez, and Yolanda Ramirez.

Absent: Lisa Sandoval due to illness

New Business: We're here to Ratify the Memorandum of Understanding on the National Day of Mourning declared on Wednesday, December 5, 2018 by President Trump to commemorate former President George H.W. Bush. This declaration is covered by Policy 610 and the Constitution and Bylaws of Chapter 477 in Article 10.6, which covers fasting, mourning, and holidays. A simple majority vote would ratify this Memorandum, and we will vote by a show of hands.

Someone asked for an explanation. Since we were on finals week and we couldn't take the day off for mourning, the negotiations team spoke with Loy Nashua to use it instead of a vacation day on December 28th. The District did not agree. CSEA persisted, and Loy took it to the Superintendent President, Teresa Dreyfuss who said, "Let it go." We agreed to this Memorandum of Understanding to take the Day of Mourning on December 28th as a Holiday instead of a Vacation day. This MOU is signed by new HR Director Shawn Smith, former HR Director Loy Nashua, CSEA Representative Heng Lim and Sandra Rivera, CSEA Chapter 477 President.

President Rivera asked if there were any questions, before making a motion and voting on it. Member Ethel Battles asked: since we turned our time sheets in December, would HR make the changes to her timesheet to reflect the holiday instead of a vacation day? Sandra said she will email Shawn to see if Helia would do the corrections or will individuals have to submit a new timesheet? However, we might just have to give Helia authority to correct them. Andrea Rivera Ringo asked whether or not CTO can also be corrected? Sandra stated that she would ask if we can just do it as a unit instead of individually, and adjustments would be made to get paid as a Holiday without losing vacation or CTO. This is effective for this fiscal year, only. We will have 20 holidays for 2018-2019. We will have 19 holidays for next year and 2020. We hope to negotiate another holiday in the future.

President Rivera asked for a **Motion to Ratify the Memorandum of Understanding on the National Day of Mourning**. John Salgado motioned and Gabriela Olmos second the motion. President Rivera asked for a raise of hands and to leave them up so we could count everyone. **The motion was unanimously approved by all 53 members present at this time.**



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41 Jim Sass asked about the letters presented with the MOU. President Rivera explained
42 that an MOU is not automatic. CSEA has to make sure they are checked and everything
43 is within the law. The correspondence letters presented with this MOU are the letters
44 from CSEA accepting it as a legal document.

45
46 She went on to the second and MOU, which deals with the resolution by CSEA to file an
47 Unfair Labor Practice charge against the District for being in violation of the original
48 MOU signed last year on July 2017 when changing to Centralized Scheduling.

49 The original MOU revoked access to the Division Secretaries to use 7 particular Banner
50 screens used to create the class schedule. It is actually a breakdown in communication
51 and lack of follow-up. Some parameters were established and they were not followed
52 through by the District. We asked for a list of individuals who could use this screens, we
53 did not get them. We tried, and we even called on the former Board of Trustees for help.
54 At the October public meeting, the Board never addressed the issue, and the District
55 refused to talk about it, anymore. Therefore, CSEA filed a PERB grievance. This means
56 thousands of dollars will be spent out of the General Fund for lawyer fees to attend the
57 PERB meetings with Loy Nashua and Superintendent/President Dreyfuss. We have
58 information and evidence that lines were crossed and violations to the July MOU have
59 happened. CSEA has Secretaries' testimony and witnesses to these violations. When
60 the Board of Trustees received the PERB notice they reached out to CSEA. The current
61 MOU was established. It includes the list of individuals who use the Banner system for
62 scheduling purposes. President Rivera went on to explain that if we do not ratify, we
63 could abstain. If we do that, then, the District will say the issue is a done deal. We need
64 to respond by tomorrow, thus, the call for this emergency meeting. Questions followed.
65 Why were the secretaries doing the job? Why didn't they stop? Work was being done
66 out-of-class descriptions when they had access. The original MOU removed that
67 access. Jim Sass asked why do we need another MOU, if we have the one from July?
68 Sandra replied that the July 2017 MOU was violated. Now this second MOU is needed
69 to pull the PERB action or we go to court. If the secretaries are no longer doing
70 scheduling as of July 2017, why are we filing the PERB? When the Secretaries did the
71 schedule, they filed a grievance for additional pay. Their grievance was denied and the
72 District took away the scheduling duties. Since they had already finished work on the fall
73 2017 schedule, they were paid for that, and they revoked their access to Banner as
74 established in the first MOU.

75 The District has people working out-of-class, all the time. It can be done intentionally or
76 for lack of knowledge from both the staff and management. Remember, January 31st is
77 the last day to file a reclassification document. So, if you feel you're working out-of-
78 class, file a reclassification application. It is in the P:Drive. Gabby was working out of
79 class. Ruben was working out of class and they're probably still working out of class,
80 and it took years to get them a reclassification for them, but we persevered. That's
81 equity, but it is hard-fought. Gaby and Ruben assented. Having no more questions
82 president Rivera asked for a **Motion to Ratify the Memorandum of Understanding:**
83 **Resolution to CSEA filing of Unfair Labor Practice Charge against the Rio Hondo**



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84 **Community College District.** Andrea Rivera Ringo motion and Rowena Mendoza
85 second the motion. President Rivera asked for a show of hands and to leave them up
86 so all could be counted. **The motion was unanimously approved by 56 YES votes**
87 **with 2 abstentions.**

88 Secretary Ramirez stated that since she had such an extensive audience she wanted to
89 commend the incredible work done by Sandra Rivera President of Chapter 477. She
90 spoke about President Rivera's incredible stamina in keeping up with all the issues of
91 the Classified Staff and following through until they are resolved. Sandra thinks about
92 the issues and the employees, all the time. She keeps issues on the back burner until
93 they can be resolved. She consistently remains focused on our well-being and she's
94 always fighting to preserve our rights and our safety. We need to remember this tenured
95 Board will be retiring in the near future and CSEA members need to consider who will
96 be taking over in the Executive Board and the Negotiations Team to be vigilant and to
97 continue to safeguard the future of Chapter 477.

98 **Approval of Minutes:** Secretary Ramirez went on to present the Minutes for December
99 11. She mentioned that the [Collective Bargaining Agreement \(our contract\)](#) is now
100 **online and members can request a printed copy from HR.** Jim Sass pointed out
101 there was some confusion because he was reading the printed Minutes he got when he
102 arrived and those were the November 13 Minutes, not the December 11 Minutes.
103 Secretary Ramirez added that the November 13 Minutes were already corrected and
104 approved at the December meeting. Since there were some questions as to what was
105 corrected. There was a motion by Gabriela Olmos to postpone the reading of the
106 December Minutes to the next meeting, Cynthia Pallini-Quezada second the motion.
107 Lorraine Serrano amended the motion to bring both November and December Minutes
108 in February to clarify all corrections, so moved.

109 **Good of the Order:** President Rivera asked members to organize in solidarity for the
110 UTLA strike, which is postponed to Monday, January 14. Chapter 477 adopted a school
111 in South Gate, and we will need your help with water, walking the picket line, child care,
112 food or lunches, calling LAUSD Board Members to use some of their Reserve funds to
113 provide needed teachers to reduce class size, provide nurses, Librarians and adequate
114 pay. Any time you can spare to be there for moral support will help. So far, Sandra
115 Rivera, Gabriela Olmos, Michelle Bean and Wendy Carrera will take some vacation time
116 off to be there.

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118 On a final note: The breakdown in climate control was said to have no end in sight.
119 Fixing one thing will compromise another. So, request a heater from facilities, especially
120 because storms are expected next week, and dress in layers.

121 **Adjournment:** VP Sandoval adjourned the meeting at **12:45 p.m.**