



**El Tejon Unified School District**  
**BOARD OF TRUSTEES**

4337 Lebec Road; Lebec, CA 93243

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John Fleming, President

Anita Anderson, Trustee

Scott Robinson, Clerk

Vickie Mullen, Trustee

Lark Shillig, Trustee

**AD-HOC COMMITTEE**  
**SPECIAL MEETING**

**Wednesday February 6, 2012**

**El Tejon Continuation High School**  
**700 Falcon Way, Lebec, CA 93243**

**OPEN SESSION:**

**6:00 p.m.**

**ETCHS**

**OFFICIAL MINUTES**

**PRELIMINARY**

The February 6, 2013 Meeting of the AD-HOC Committee was called to order at 6:10pm by Trustee Robinson. Trustee Robinson made the motion, seconded by Steve Newman in the classroom of the El Tejon Continuation High School located at 700 Falcon Way, Lebec, CA 93243

**PUBLIC PRESENTATIONS**

Law Enforcement and Fire in attendance:

William Edwards.... Los Angeles County Sheriff

Jerry Newbold..... Los Angeles County Sheriff

Brent Townsend...California Highway Patrol

Mark Brown.....Kern County Sheriff

Kirk Kushen.....Kern County Fire Dept.

**ITEMS FOR DISCUSSION AND ACTION**

A. Discussion and input on Emergency Plans.

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*AD-HOC Special Meeting*  
*February 26, 2013*

**DISCUSSION:** The AD-HOC Committee agreed upon goals at this time. The committee agreed to post flip cards in a standardized place next to the front door of each classroom in the district. Flip cards are to include emergency procedures for fire, earthquake, and lockdown/active shooter instructions. Committee discussed at length the campus security and preparedness of all school sites with law enforcement.

### **ADJOURNMENT**

Trustee Robinson motioned for the adjournment of the Special Meeting of February 6, 2013, at 8:17pm. It was seconded by William Edwards.

The minutes are an unofficial draft until reviewed, modified and approved by AD-HOC Committee on February 26, 2013.

Clerk of the Board \_\_\_\_\_