

School Emergency Drills Documentation Form

Kindergarten to 12

Type of Drill

- Fire Drill (5 required) #1
 Tornado Drill (2 required)
 Lockdown/Shelter-in-Place Drill
(3 required)

Time of Drill

- Standard
 Class Change
 Recess
 Lunch
 Other Events

Name of Reporting School: Marcellus Middle/High School

Date of Drill: 9-15-16 Time drill was held: 8:30 (am/pm)

Exact time required to evacuate/shelter/secure: 1:20 (1 minutes + 20 seconds)

Total Participants: 336

This report is for emergency drill # 1 for school year 2016-17

Name of person conducting drill: Don Price

Title of person conducting drill: Dean of Students

Signature of person conducting drill: Lynn Wagner - Principal

Drill Was Coordinated With:

- Emergency Management Coordinator
Name & Title _____

AND

- Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title _____

OR

- Fire (fire chief or designee)
Name & Title _____

School Emergency Drills Documentation Form

Kindergarten to 12

Type of Drill

- Fire Drill (5 required)
 Tornado Drill (2 required) #1
 Lockdown/Shelter-in-Place Drill
(3 required)

Time of Drill

- Standard
 Class Change
 Recess
 Lunch
 Other Events

Name of Reporting School: Marcellus Middle/High School

Date of Drill: 9-27-16 Time drill was held: 2:10 (am/pm)

Exact time required to evacuate/shelter/secure: 1:20

Total Participants: 326

This report is for emergency drill # 1 (Tornado) for school year 2016-17

Name of person conducting drill: Kyran Wagner

Title of person conducting drill: Principal

Signature of person conducting drill: Kyran Wagner

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title David Smith

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title _____

OR

Fire (fire chief or designee)
Name & Title _____

School Emergency Drills Documentation Form

Kindergarten to 12

Type of Drill

- Fire Drill (5 required) #2
- Tornado Drill (2 required)
- Lockdown/Shelter-in-Place Drill
(3 required)

Time of Drill

- Standard
- Class Change
- Recess
- Lunch
- Other Events

Name of Reporting School: Marcellus High School

Date of Drill: Oct. 12, 2016 Time drill was held: 11:00 (am/pm)

Exact time required to evacuate/shelter/secure: 1 min. 30 sec.

Total Participants: 343

This report is for emergency drill # 2 for school year 2016-17

Name of person conducting drill: Lynn Wagner

Title of person conducting drill: Principal

Signature of person conducting drill: Lynn Wagner

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title David Smith Cass EMC

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title Dep TK Graves Casso Deputy

OR

Fire (fire chief or designee)
Name & Title _____

School Emergency Drills Documentation Form

Kindergarten to 12

Type of Drill

- Fire Drill (5 required) #3
- Tornado Drill (2 required)
- Lockdown/Shelter-in-Place Drill
(3 required)

Time of Drill

- Standard
- Class Change
- Recess
- Lunch
- Other Events

Name of Reporting School: Marcellus Middle/High School

Date of Drill: 11-10-16 Time drill was held: 10⁰⁰ a.m. (am/pm)

Exact time required to evacuate/shelter/secure: 50 seconds

Total Participants: 317

This report is for emergency drill # 3 for school year 2016-17

Name of person conducting drill: Cathy Small

Title of person conducting drill: Secretary

Signature of person conducting drill: Cathy Small

Drill Was Coordinated With:

- Emergency Management Coordinator
Name & Title _____

AND

- Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title _____

OR

- Fire (fire chief or designee)
Name & Title _____

School Emergency Drills Documentation Form

Kindergarten to 12

Type of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lockdown/Shelter-in-Place Drill
(3 required) #1

Time of Drill

- Standard
- Class Change
- Recess
- Lunch
- Other Events

Name of Reporting School: Marcellus Middle/High School

Date of Drill: 11-22-16 Time drill was held: 9:00 (am/pm)

Exact time required to evacuate/shelter/secure: 3mins - 30 sec.

Total Participants: 323

This report is for emergency drill # 1 for school year 2016-17

Name of person conducting drill: Wynn Wagner

Title of person conducting drill: Principal

Signature of person conducting drill: Wynn Wagner

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title David Smith

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title Tiffany Graves

OR

Fire (fire chief or designee)
Name & Title _____

School Emergency Drills Documentation Form

Kindergarten to 12

Type of Drill

- Fire Drill (5 required) #4
- Tornado Drill (2 required)
- Lockdown/Shelter-in-Place Drill
(3 required)

Time of Drill

- Standard
- Class Change
- Recess
- Lunch
- Other Events

Name of Reporting School: Marcellus Middle High School

Date of Drill: 3-8-17 Time drill was held: 1:00 p.m. (am/pm)

Exact time required to evacuate/shelter/secure: 25 seconds

Total Participants: 320

This report is for emergency drill # 4 for school year 2016-17

Name of person conducting drill: Kyren Wagner

Title of person conducting drill: Principal

Signature of person conducting drill: Kyren Wagner

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title David Smith

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title Deputy Tiffany Graves

OR

Fire (fire chief or designee)
Name & Title _____

School Emergency Drills Documentation Form

Kindergarten to 12

Type of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lockdown/Shelter-in-Place Drill
(3 required) #3

Time of Drill

- Standard
- Class Change
- Recess
- Lunch
- Other Events

Name of Reporting School: Marcellus Middle/High School

Date of Drill: 4-27-17 Time drill was held: 9:30 (am/pm)

Exact time required to evacuate/shelter/secure: 2 mins, 10 seconds

Total Participants: 321

This report is for emergency drill # 3 for school year 2016-17

Name of person conducting drill: Don Price

Title of person conducting drill: Dean of Students

Signature of person conducting drill: Don Price

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title David Smith

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title Tiffany Graves

OR

Fire (fire chief or designee)
Name & Title _____

School Emergency Drills Documentation Form

Kindergarten to 12

Type of Drill

- Fire Drill (5 required) #5
 Tornado Drill (2 required)
 Lockdown/Shelter-in-Place Drill
(3 required)

Time of Drill

- Standard
 Class Change
 Recess
 Lunch
 Other Events

Name of Reporting School: Marcellus Middle/High

Date of Drill: 5-22-17 Time drill was held: 2:00 (am/pm)

Exact time required to evacuate/shelter/secure: 30 seconds

Total Participants: 297

This report is for emergency drill # fire #5 for school year 2016-17

Name of person conducting drill: Kyrus Wagner

Title of person conducting drill: Principal

Signature of person conducting drill: Kyrus Wagner

Drill Was Coordinated With:

Emergency Management Coordinator
Name & Title David Smith

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)
Name & Title Tiffany Graves

OR

Fire (fire chief or designee)
Name & Title _____