

**School Emergency Drills
Documentation Form**

**DISTRICT: Marcellus Community Schools
BUILDING: Volinia Outcome Base School
54080 GARDS PR, MARCELLUS, MI 49067**

Drill ID: #121609

School Year: 2024 - 2025

Type of Drill: Tornado Drill

Time of Drill: 1:30 PM

Date of Drill: Tuesday, September 24, 2024

Time Drill Was Held: Between
Classes

Exact time required to evacuate/shelter: 01:13

Total Participants: 36

Comments:

Lesson Learned:

Signature of Person Conducting the Drill:

DAWN GEARING

Authorizer's Title: Administrative Assistant

Authorizer's Name: DAWN GEARING

Drill Was Coordinated With:

Emergency Management Coordinator: Manny
DeLaRosa

Public Safety Officer: Deputy Graves

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BUILDING: Volinia Outcome Base School
54080 GARDS PR, MARCELLUS, MI 49067**

Drill ID: #121610

School Year: 2024 - 2025

Type of Drill: Fire Drill

Time of Drill: 9:00 AM

Date of Drill: Tuesday, September 10, 2024

**Time Drill Was Held: Regular Class
Time**

Exact time required to evacuate/shelter: 02:36

Total Participants: 33

Comments:

Lesson Learned:

Signature of Person Conducting the Drill:

DAWN GEARING

Authorizer's Title: Administrative Assistant

Authorizer's Name: DAWN GEARING

Drill Was Coordinated With:

**Emergency Management Coordinator: Manny
DeLaRosa**

Public Safety Officer: Deputy Graves

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54080 GARDS PR, MARCELLUS, MI 49067**

Drill ID: #121611

School Year: 2024 - 2025

Type of Drill: Lock Down

Time of Drill: 12:10 PM

Date of Drill: Wednesday, September 18, 2024

Time Drill Was Held: Lunch

Exact time required to evacuate/shelter: 01:56

Total Participants: 38

Comments:

Lesson Learned: gym still somewhat lit because of doors and a light that won't shut off

Signature of Person Conducting the Drill:

DAWN GEARING

Authorizer's Title: Administrative Assistant

Authorizer's Name: DAWN GEARING

Drill Was Coordinated With:

**Emergency Management Coordinator: Manny
DeLaRosa**

**Public Safety Officer: Deputy
Graves**

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Drill ID: #121612

School Year: 2024 - 2025

Type of Drill: Fire Drill

Time of Drill: 8:15 AM

Date of Drill: Tuesday, May 20, 2025

**Time Drill Was Held: Regular Class
Time**

Exact time required to evacuate/shelter: 01:46

Total Participants: 32

Comments:

Lesson Learned:

Signature of Person Conducting the Drill:

DAWN GEARING

Authorizer's Title: Administrative Assistant

Authorizer's Name: DAWN GEARING

Drill Was Coordinated With:

**Emergency Management Coordinator: Manny
DeLaRosa**

Public Safety Officer: Deputy Graves

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**DISTRICT: Marcellus Community Schools
BUILDING: Volinia Outcome Base School
54080 GARDS PR, MARCELLUS, MI 49067**

Drill ID: #121613

School Year: 2024 - 2025

Type of Drill: Fire Drill

Time of Drill: 12:05 PM

Date of Drill: Tuesday, April 08, 2025

Time Drill Was Held: Lunch

Exact time required to evacuate/shelter: 01:59

Total Participants: 40

Comments:

Lesson Learned:

Signature of Person Conducting the Drill:

DAWN GEARING

Authorizer's Title: Administrative Assistant

Authorizer's Name: DAWN GEARING

Drill Was Coordinated With:

**Emergency Management Coordinator: Manny
DeLaRosa**

**Public Safety Officer: Deputy
Graves**

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54080 GARDS PR, MARCELLUS, MI 49067**

Drill ID: #121614

School Year: 2024 - 2025

Type of Drill: Fire Drill

Time of Drill: 9:45 AM

Date of Drill: Tuesday, November 05, 2024

**Time Drill Was Held: Regular Class
Time**

Exact time required to evacuate/shelter: 01:01

Total Participants: 31

Comments:

Lesson Learned:

Signature of Person Conducting the Drill:

DAWN GEARING

Authorizer's Title: Administrative Assistant

Authorizer's Name: DAWN GEARING

Drill Was Coordinated With:

**Emergency Management Coordinator: Manny
DeLaRosa**

Public Safety Officer: Deputy Graves

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54080 GARDS PR, MARCELLUS, MI 49067**

Drill ID: #121615

School Year: 2024 - 2025

Type of Drill: Fire Drill

Time of Drill: 10:15 AM

Date of Drill: Tuesday, October 08, 2024

**Time Drill Was Held: Regular Class
Time**

Exact time required to evacuate/shelter: 02:14

Total Participants: 33

Comments:

Lesson Learned:

Signature of Person Conducting the Drill:

DAWN GEARING

Authorizer's Title: Administrative Assistant

Authorizer's Name: DAWN GEARING

Drill Was Coordinated With:

**Emergency Management Coordinator: Manny
DeLaRosa**

Public Safety Officer: Deputy Graves

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54080 GARDS PR, MARCELLUS, MI 49067**

Drill ID: #121616

School Year: 2024 - 2025

Type of Drill: Lock Down

Time of Drill: 1:45 PM

Date of Drill: Tuesday, January 14, 2025

**Time Drill Was Held: Regular Class
Time**

Exact time required to evacuate/shelter: 01:34

Total Participants: 31

Comments:

Lesson Learned:

Signature of Person Conducting the Drill:

DAWN GEARING

Authorizer's Title: Administrative Assistant

Authorizer's Name: DAWN GEARING

Drill Was Coordinated With:

**Emergency Management Coordinator: Manny
DeLaRosa**

Public Safety Officer: Deputy Graves

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Drill ID: #121617

School Year: 2024 - 2025

Type of Drill: Lock Down

Time of Drill: 9:40 AM

Date of Drill: Tuesday, May 06, 2025

**Time Drill Was Held: Regular Class
Time**

Exact time required to evacuate/shelter: 02:06

Total Participants: 37

Comments:

Lesson Learned:

Signature of Person Conducting the Drill:

Dawn Gearing

Authorizer's Title: Administrative Assistant

Authorizer's Name: Dawn Gearing

Drill Was Coordinated With:

**Emergency Management Coordinator: Manny
DeLaRosa**

Public Safety Officer: Tiffany Graves

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Drill ID: #121618

School Year: 2024 - 2025

Type of Drill: Tornado Drill

Time of Drill: 10:15 AM

Date of Drill: Tuesday, March 11, 2025

**Time Drill Was Held: Regular Class
Time**

Exact time required to evacuate/shelter: 01:15

Total Participants: 33

Comments:

Lesson Learned:

Signature of Person Conducting the Drill:

DAWN GEARING

Authorizer's Title: Administrative Assistant

Authorizer's Name: DAWN GEARING

Drill Was Coordinated With:

**Emergency Management Coordinator: Manny
DeLaRosa**

Public Safety Officer: Deputy Graves