

WARREN CONSOLIDATED SCHOOLS EMERGENCY DRILLS DOCUMENTATION FORM

_____ School Year

TYPE OF DRILL

- Fire Drill – ***5 required**
Conduct one prior to 12/1*
- Tornado (Take Shelter) Drill – ***2 required**
Conduct one at the beginning of 1st sem. and beginning of 2nd sem.*
- Lock Down – ***3 required**
Conduct one prior to 12/1*
- AED/Cardiac Event
- Other (e.g. bus evac.)

TIME OF DRILL

- Standard
- Class Change
- Recess
- Other Events (e.g. Lunch)

Mandatory Drills *Mandated by changes to the school code

Name of Reporting School Butcher Educational Center

Date of Drill 5-21-2019 Time drill was held 12:06 pm

Exact time required to evacuate/shelter/secure 2 minutes

Total Participants 350

Remarks _____

Total required drills complete to date _____

Name and title of person conducting drill Elizabeth Ijkoski

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title _____

Drill Submitted Electronically Date 5-23-2019

**WARREN CONSOLIDATED SCHOOLS
EMERGENCY DRILLS DOCUMENTATION FORM**

_____ **School Year**

TYPE OF DRILL

- Fire Drill – *5 required**
Conduct one prior to 12/1*
- Tornado (Take Shelter) Drill – *2 required**
Conduct one at the beginning of 1st sem. and beginning of 2nd sem.*
- Lock Down – *3 required**
Conduct one prior to 12/1*
- AED/Cardiac Event
- Other (e.g. bus evac.)

TIME OF DRILL

- Standard
- Class Change
- Recess
- Other Events (e.g. Lunch)

Mandatory Drills *Mandated by changes to the school code

Name of Reporting School Butcher Educational Center

Date of Drill 4-12-2019 Time drill was held 10am

Exact time required to evacuate/shelter/secure 2 minutes

Total Participants 350

Remarks _____

Total required drills complete to date _____

Name and title of person conducting drill Elizabeth Ijkoski

Signature of person conducting drill 

Drill was coordinated with:

- Emergency Manager/Fire/Police

Name and Title _____

Drill Submitted Electronically Date 5-21-2019

WARREN CONSOLIDATED SCHOOLS EMERGENCY DRILLS DOCUMENTATION FORM

2018-19 _____ School Year

<u>TYPE OF DRILL</u>	<u>TIME OF DRILL</u>
<input type="checkbox"/> Fire Drill – *5 required <small>Conduct one prior to 12/1*</small>	<input checked="" type="checkbox"/> Standard
<input checked="" type="checkbox"/> Tornado (Take Shelter) Drill – *2 required <small>Conduct one at the beginning of 1st sem. and beginning of 2nd sem.*</small>	<input type="checkbox"/> Class Change
<input type="checkbox"/> Lock Down – *3 required <small>Conduct one prior to 12/1*</small>	<input type="checkbox"/> Recess
<input type="checkbox"/> AED/Cardiac Event	<input type="checkbox"/> Other Events (e.g. Lunch)
<input type="checkbox"/> Other (e.g. bus evac.)	
Mandatory Drills *Mandated by changes to the school code	

Name of Reporting School Butcher Educational Center

Date of Drill 3/13/2019 Time drill was held 8:00am


Exact time required to evacuate/shelter/secure 6 minutes

Total Participants 380

Remarks Overall went well and quicker then the last drill. At the 2/8 PLC meeting we went over the drill locations. Of the changes 2 teachers today were in the wrong location (one was still in a safe location) the other one was too close to outside ;

Total required drills complete to date 2

Name and title of person conducting drill Elizabeth Ijkoski

Signature of person conducting drill 

Drill was coordinated with:
 Emergency Manager/Fire/Police
 Name and Title _____

Drill Submitted Electronically Date _____

**WARREN CONSOLIDATED SCHOOLS
EMERGENCY DRILLS DOCUMENTATION FORM**

2018-2019 _____ **School Year**

TYPE OF DRILL

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- Lock Down – ***3 required**
Conduct one prior to 12/1*
- AED/Cardiac Event
- Other (e.g. bus evac.)

TIME OF DRILL

- Standard
- Class Change
- Recess
- Other Events (e.g. Lunch)

Mandatory Drills *Mandated by changes to the school code

Name of Reporting School Butcher Educational Center

Date of Drill 3-1-2019 Time drill was held 1:45pm


Exact time required to evacuate/shelter/secure 1:49pm

Total Participants 380

Remarks Some issues with door locks. Will work on creating a list of door lock issues to submit for review/repair.

Total required drills complete to date _____

Name and title of person conducting drill Elizabeth Ijkoski

Signature of person conducting drill 

Drill was coordinated with:

- Emergency Manager/Fire/Police

Name and Title _____

Drill Submitted Electronically Date 3-4-2019

**WARREN CONSOLIDATED SCHOOLS
EMERGENCY DRILLS DOCUMENTATION FORM**

_____ School Year

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Conduct one at the beginning of 1st sem. and beginning of 2nd sem.*
- Lock Down – ***3 required**
Conduct one prior to 12/1*
- AED/Cardiac Event
- Other (e.g. bus evac.)

TIME OF DRILL

- Standard
- Class Change
- Recess
- Other Events (e.g. Lunch)

Mandatory Drills *Mandated by changes to the school code

Name of Reporting School Butcher Educational Center

Date of Drill 1/10/2019 Time drill was held 1:45

Exact time required to evacuate/shelter/secure 1:50

Total Participants 380

Remarks Overall went well, will change location of some classrooms to compensate for the small shelter location. Will debrief with staff at next PLC on 2/15.

Total required drills complete to date _____

Name and title of person conducting drill Elizabeth Ijkoski

Signature of person conducting drill *Elizabeth Ijkoski*

Drill was coordinated with:

- Emergency Manager/Fire/Police

Name and Title _____

Drill Submitted Electronically Date _____

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_____ School Year

TYPE OF DRILL

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- Lock Down – ***3 required**
Conduct one prior to 12/1*
- AED/Cardiac Event
- Other (e.g. bus evac.)

TIME OF DRILL

- Standard
- Class Change
- Recess
- Other Events (e.g. Lunch)

Mandatory Drills *Mandated by changes to the school code

Name of Reporting School Butcher Educational Center

Date of Drill 12/7/2018 Time drill was held 12:30 pm

Exact time required to evacuate/shelter/secure 2 minutes 10 seconds

Total Participants 393

Remarks Computer lab was not locked; JC was issued a key so that he can lock it;

Not all staff had their walkee talkees on; rooms without PA

did use their walkees - but had a hard time hearing; one teacher sent her class before all clear.

Total required drills complete to date 2 lock down, 3 fire

Name and title of person conducting drill Dr. Neuhoff

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title _____

Drill Submitted Electronically Date 12/11/2018

WARREN CONSOLIDATED SCHOOLS EMERGENCY DRILLS DOCUMENTATION FORM

_____ School Year

TYPE OF DRILL

- Fire Drill – ***5 required**
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Conduct one at the beginning of 1st sem. and beginning of 2nd sem.*
- Lock Down – ***3 required**
Conduct one prior to 12/1*
- AED/Cardiac Event
- Other (e.g. bus evac.)

TIME OF DRILL

- Standard
- Class Change
- Recess
- Other Events (e.g. Lunch)

Mandatory Drills *Mandated by changes to the school code

Name of Reporting School Butcher Educational Center

Date of Drill 10/11/2-18 Time drill was held 1:30 pm

Exact time required to evacuate/shelter/secure 2min 15 sec

Total Participants 263

Remarks 6th, 9th, and 10th grades on field trips; seniors meet in am only; all MSVPA at field trip.

Remaining students, staff and Winning Futures evacuated.

Total required drills complete to date 3

Name and title of person conducting drill Dr. Neuhoff

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title _____

Drill Submitted Electronically Date 10/11/2018

WARREN CONSOLIDATED SCHOOLS EMERGENCY DRILLS DOCUMENTATION FORM

_____ School Year

TYPE OF DRILL

Fire Drill – ***5 required**
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Tornado (Take Shelter) Drill – ***2 required**
Conduct one at the beginning of 1st sem. and beginning of 2nd sem.*

Lock Down – ***3 required**
Conduct one prior to 12/1*

AED/Cardiac Event

Other (e.g. bus evac.)

TIME OF DRILL

Standard

Class Change

Recess

Other Events (e.g. Lunch)

Mandatory Drills *Mandated by changes to the school code

Name of Reporting School Butcher Educational Center

Date of Drill 9/26/2018 Time drill was held 7:48 am

Exact time required to evacuate/shelter/secure to verify all doors locked: 2:55

Total Participants 401

Remarks Found computer lab door open, locked leading to room 127; alerted teacher to check lab next drill.

Total required drills complete to date 2

Name and title of person conducting drill Neuhoff

Signature of person conducting drill 

Drill was coordinated with:

Emergency Manager/Fire/Police

Name and Title _____

Drill Submitted Electronically Date 9/26/2018

**WARREN CONSOLIDATED SCHOOLS
EMERGENCY DRILLS DOCUMENTATION FORM**

2018-2019 _____ **School Year**

TYPE OF DRILL

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- Lock Down – *3 required**
Conduct one prior to 12/1*
- AED/Cardiac Event
- Other (e.g. bus evac.)

TIME OF DRILL

- Standard
- Class Change
- Recess
- Other Events (e.g. Lunch)

Mandatory Drills *Mandated by changes to the school code

Name of Reporting School Butcher Educational Center

Date of Drill 9/14/2018 Time drill was held 8:30 am

Exact time required to evacuate/shelter/secure 2 minutes

Total Participants 455

Remarks First of the year; students evacuated
without incident, but upon return, one student
on crutches slipped in door way; an incident report was completed.

Total required drills complete to date 1

Name and title of person conducting drill Dr. Catherine Neuhoff

Signature of person conducting drill 

Drill was coordinated with:

- Emergency Manager/Fire/Police

Name and Title _____

Drill Submitted Electronically Date 9/17/18