



Livingston County Emergency Management

1911 Tooley Rd
Howell, Michigan 48843
Telephone: 517.540.7926
Fax: 517.546.6788

Therese Cremonte, Coordinator

Kristi Wahoski, Planner

SCHOOL EMERGENCY PREPAREDNESS DRILL REQUIRED DOCUMENTATION

Person notifying local fire, police, OR Central Dispatch (517-546-9111) Prior to drill _____

School & District: Spencer Elementary -> Brighton Area Schools

Drill Type & Number: Fire ___ of 5 Tornado ___ of 2 (circle one) Lock Down / Shelter in Place 1 of 3

Check here if a Cardiac Drill was conducted at same time as other drill _____

During: Class Time ___ Class Change ___ Recess ___ Lunch ___ Other ___ Summer School

Date of Drill: 9/27/24 Time of Drill: 2:00pm Number of Participants: 600

Exact Time Span Needed to Evaluate, Lock Down or Safe Mode: 20 min.

Observations / Remarks: _____

Does any information in the KNOX BOX need to be updated? No (update at beginning & mid-year)

Name & Title of School Personnel Conducting Drill: Chelsea Boyd

Signature: Chelsea Boyd

The drill was conducted in coordination with:

Emergency Manager (Required for Lock Down & Shelter in Place drills per P.A. 337 of 2006)

AND

Law Enforcement Agency WA #1304 LCSD

OR

Fire Department _____

e-mail this report to Livingston County Emergency Management: thcremonte@livgov.com



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Jeffrey R. Boyd, Coordinator

Therese Cremonte, Emergency Manager

SCHOOL EMERGENCY PREPAREDNESS DRILL REQUIRED DOCUMENTATION

Person notifying local fire, police, OR Central Dispatch (517-546-9111) Prior to drill _____

School & District: Hilton Elem. - BAS

Drill Type & Number: Fire ___ of 5 Tornado ___ of 2 (circle one) Lock Down Shelter in Place 1 of 3

Check here if a Cardiac Drill was conducted at same time as other drill _____

During: Class Time ___ Class Change Recess ___ Lunch ___ Other ___ Summer School

Date of Drill: 9-27-24 Time of Drill: 10:30 am Number of Participants: 565

Exact Time Span Needed to Evaluate, Lock Down or Safe Mode: _____

Observations / Remarks: _____

Does any information in the KNOX BOX need to be updated? _____

Name & Title of School Personnel Conducting Drill: Erin Belanger, Principal

Signature: [Handwritten Signature]

The drill was conducted in coordination with:

Emergency Manager (Required for Lock Down & Shelter in Place drills per P.A. 337 of 2006)

AND

Law Enforcement Agency [Handwritten Signature] #304 LCSD

OR

Fire Department _____

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SCHOOL EMERGENCY PREPAREDNESS DRILL REQUIRED DOCUMENTATION

Person notifying local fire, police, OR Central Dispatch (517-546-9111) Prior to drill Jennifer Mykols

School & District: Hawkins Elementary Brighton Area Schools

Drill Type & Number: Fire ___ of 5 Tornado ___ of 2 (circle one) Lock Down Shelter in Place ___ of 3

Check here if a Cardiac Drill was conducted at same time as other drill ___

During: Class Time ___ Class Change ___ Recess ___ Lunch ___ Other ___ Summer School

Date of Drill: 9/26/24 Time of Drill: 2:03-2:09 Number of Participants: 560

Exact Time Span Needed to Evaluate, Lock Down or Safe Mode: _____

Observations / Remarks: _____

Does any information in the KNOX BOX need to be updated? _____ (update at beginning & mid-year)

Name & Title of School Personnel Conducting Drill: Kim Etheridge - Teacher in Charge

Signature: Kim Etheridge

The drill was conducted in coordination with:

Emergency Manager (Required for Lock Down & Shelter in Place drills per P.A. 337 of 2006)

AND

Law Enforcement Agency #304 LCSD

OR

Fire Department FIRE INSPECTOR

e-mail this report to Livingston County Emergency Management: theremonte@livgov.com



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Therese Cremonte, E. M. Director

Kristi Wahoski, Asst. Emergency Manager

SCHOOL EMERGENCY PREPAREDNESS DRILL REQUIRED DOCUMENTATION

Person notifying local fire, police, OR Central Dispatch (517-546-9111) Prior to drill Lisa Clark

School & District: The Bridge

Drill Type & Number: Fire 1 of 5 Tornado ___ of 2 (circle one) Lock Down / Shelter in Place ___ of 3

Check here if a Cardiac Drill was conducted at same time as other drill ___

During: Class Time ___ Class Change ___ Recess ___ Lunch ___ Other ___ Summer School

Date of Drill: 9/23 Time of Drill: 09:30AM Number of Participants: 65

Exact Time Span Needed to Evaluate, Lock Down or Safe Mode: Great Evac time

Observations / Remarks: 1st route blocked, 2nd route needed

Does any information in the KNOX BOX need to be updated? ___ (update at beginning & mid-year)

Name & Title of School Personnel Conducting Drill: MRJ Evans Mrs Kley

Signature: Jennifer Bley

The drill was conducted in coordination with:

Emergency Manager (Required for Lock Down & Shelter in Place drills per P.A. 337 of 2006)

Chet Mcely

AND

Law Enforcement Agency

Therese Cremonte

OR

Fire Department

Chris BAIA

SCAN & e-mail this report to Livingston County Emergency Management: thcremonte@livgov.com

Sent to L. CLARK on: 9/24/24



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Kristi Wahoski, Asst. Emergency Manager

SCHOOL EMERGENCY PREPAREDNESS DRILL REQUIRED DOCUMENTATION

Person notifying local fire, police, OR Central Dispatch (517-546-9111) Prior to drill Lisa Clark

School & District: The Bridge

Drill Type & Number: Fire 2 of 5 Tornado ___ of 2 (circle one) Lock Down / Shelter in Place ___ of 3

Check here if a Cardiac Drill was conducted at same time as other drill ___

During: ___ Class Time ___ Class Change ___ Recess Lunch ___ Other ___ Summer School

Date of Drill: 10/1/24 Time of Drill: 11:45A Number of Participants: 60

Exact Time Span Needed to Evaluate, Lock Down or Safe Mode: _____

Observations / Remarks: _____

Does any information in the KNOX BOX need to be updated? _____ (update at beginning & mid-year)

Name & Title of School Personnel Conducting Drill: Colleen Beaven

Signature: _____

The drill was conducted in coordination with:

Emergency Manager (Required for Lock Down & Shelter in Place drills per P.A. 337 of 2006)

Chet Mcely

AND

Law Enforcement Agency

Howell Police

OR

Fire Department _____

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