



Livingston County Emergency Management

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Howell, Michigan 48843
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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 Chelsea Boyd

School & District: Spencer Elem. Brighton Area Schools

Drill Type & Number: Fire 3 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: 10/29/24 Time of Drill: 9:30am Number of Participants: 600

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: 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 [Signature] #13041 LCSD [Signature]

OR
Fire Department [Signature]

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