

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-

mergency evacuation drilllls and safety education

- (a). School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from
 - 1. All other students shall receive school bus evacuation instruction at least once within the school year.
- (b). The school bus driver and bus aide shall participate in the emergency exit
- (c). Drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity.
- (d). Drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:
 - 1. Date of the drill;
 - 2. Time of day the drill was conducted;
 - 3. School name;
 - 4. Location of the drill;
 - 5. Route number(s) included in the drill; and
 - 6. Name of school principal, or person(s) assigned, who supervised the dr

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

ate of the school bus emergency evacuation drill: Tuesday September 30, 2025

me of day the drill was conducted: 7:20am

chool Name: Readington Middle School/Holland Brook School

ocation of the Emergency Evacuation Drill: Readington Middle School

oute Number(s): R5,R3,R2,R21,R15,R1,R8,R12,R14,R16,R17,R18,R11,R20,R32,R38,R10,R4

ame of the school principal/person(s) overseeing the d Marci Cole, Transportation Supervisor

ther information relative to the emergency evacuation drill:

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25 Time: 7:32 Bus #: 5

Driver: Maxia Petty Number of Students on bus: 42

School (Check One): BCMS ☐ HBS ☒ RMS ☒ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	/	
	Turned bus off (Grades 4-8 done by student)	/	
	Activate emergency flashers (Grades 4-8 done by student)	/	
	Students exited the bus in orderly fashion	/	
	Students exit the bus quickly	/	
	One student assigned to be the leader	/	
	Two students were assigned to be aides by exit door	/	
	Students followed instruction	/	
	Students were prepared	/	
	Driver directed students the proper direction away from bus	/	
	Driver had seating chart in hand	/	
	Driver knew student count	/	

Comments:

Report Completed By: Raymond Cree Signature: [Signature]

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25

Time: 7:15

Bus #: 43

Driver: Justine McAndrews Number of Students on bus: 22

School (Check One): BCMS ☐ HBS ☒ RMS ☒ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	/	
	Turned bus off (Grades 4-8 done by student)	/	
	Activate emergency flashers (Grades 4-8 done by student)	/	
	Students exited the bus in orderly fashion	/	
	Students exit the bus quickly	/	
	One student assigned to be the leader	/	
	Two students were assigned to be aides by exit door	/	
	Students followed instruction	/	
	Students were prepared	/	
	Driver directed students the proper direction away from bus	/	
	Driver had seating chart in hand	/	
	Driver knew student count	/	

Comments:

Report Completed By: Raymond Cree

Signature: J McAndrews

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25

Time: 7:24

Bus #: 2

Driver: Debbi Hill

Number of Students on bus: 38

School (Check One): BCMS ☐ HBS ☒ RMS ☒ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake (<i>Grades 4-8 done by student</i>)	/	
Turned bus off (<i>Grades 4-8 done by student</i>)	/	
Activate emergency flashers (<i>Grades 4-8 done by student</i>)	/	
Students exited the bus in orderly fashion	/	
Students exit the bus quickly	/	
One student assigned to be the leader	/	
Two students were assigned to be aides by exit door	/	
Students followed instruction	/	
Students were prepared	/	
Driver directed students the proper direction away from bus	/	
Driver had seating chart in hand	/	
Driver knew student count	/	

Comments:

Report Completed By: Ronald Lee

Signature: [Signature]

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25 Time: 7:20 Bus #: 21

Driver: Bob Makita Number of Students on bus: 40

School (Check One): BCMS ☐ HBS ☒ RMS ☒ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake (Grades 4-8 done by student)	☒	☐
Turned bus off (Grades 4-8 done by student)	☒	☐
Activate emergency flashers (Grades 4-8 done by student)	☒	☐
Students exited the bus in orderly fashion	☒	☐
Students exit the bus quickly	☒	☐
One student assigned to be the leader	☒	☐
Two students were assigned to be aides by exit door	☒	☐
Students followed instruction	☒	☐
Students were prepared	☒	☐
Driver directed students the proper direction away from bus	☒	☐
Driver had seating chart in hand	☒	☐
Driver knew student count	☒	☐

Comments:

Report Completed By: Raymond Lee Signature: [Signature]

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25

Time: 7:20

Bus #: 15

Driver: Tom Treney

Number of Students on bus: 39

School (Check One): BCMS ☐ HBS ☒ RMS ☒ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake (Grades 4-8 done by student)	☒	☐
Turned bus off (Grades 4-8 done by student)	☒	☐
Activate emergency flashers (Grades 4-8 done by student)	☒	☐
Students exited the bus in orderly fashion	☒	☐
Students exit the bus quickly	☒	☐
One student assigned to be the leader	☒	☐
Two students were assigned to be aides by exit door	☒	☐
Students followed instruction	☒	☐
Students were prepared	☒	☐
Driver directed students the proper direction away from bus	☒	☐
Driver had seating chart in hand	☒	☐
Driver knew student count	☒	☐

Comments:

Report Completed By: Mari Cole Signature: _____

Drivers Signature: Tom Treney

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25 Time: 7:20 Bus #: 01

Driver: Jen T Number of Students on bus: 30

School (Check One): BCMS ☐ HBS ☒ RMS ☒ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake (Grades 4-8 done by student)	☒	☐
Turned bus off (Grades 4-8 done by student)	☒	☐
Activate emergency flashers (Grades 4-8 done by student)	☒	☐
Students exited the bus in orderly fashion	☒	☐
Students exit the bus quickly	☒	☐
One student assigned to be the leader	☒	☐
Two students were assigned to be aides by exit door	☒	☐
Students followed instruction	☒	☐
Students were prepared	☒	☐
Driver directed students the proper direction away from bus	☒	☐
Driver had seating chart in hand	☒	☐
Driver knew student count	☒	☐

Comments:

Report Completed By: CPL. WESTER Signature: [Signature]

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25 Time: 0719 Bus #: 8

Driver: Marc Florio Number of Students on bus: 32

School (Check One): BCMS ☐ HBS ☒ RMS ☒ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake (Grades 4-8 done by student)	☒	☐
Turned bus off (Grades 4-8 done by student)	☒	☐
Activate emergency flashers (Grades 4-8 done by student)	☒	☐
Students exited the bus in orderly fashion	☒	☐
Students exit the bus quickly	☒	☐
One student assigned to be the leader	☒	☐
Two students were assigned to be aides by exit door	☒	☐
Students followed instruction	☒	☐
Students were prepared	☒	☐
Driver directed students the proper direction away from bus	☒	☐
Driver had seating chart in hand	☒	☐
Driver knew student count	☒	☐

Comments:

Report Completed By: SFC FERREIRO Signature: [Signature]

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/2025

Time: 0735

Bus #: 12

Driver: SAM DANTONIO

Number of Students on bus: 29

School (Check One): BCMS _____ HBS X RMS X SBS _____ SHS _____

TBS _____ WES _____ WS _____

Check One: Rear Door Drill X Front Door Drill _____

		YES	NO
	Set parking brake (Grades 4-8 done by student)	✓	
	Turned bus off (Grades 4-8 done by student)	✓	
	Activate emergency flashers (Grades 4-8 done by student)	✓	
	Students exited the bus in orderly fashion	✓	
	Students exit the bus quickly	✓	
	One student assigned to be the leader	✓	
	Two students were assigned to be aides by exit door	✓	
	Students followed instruction	✓	
	Students were prepared	✓	
	Driver directed students the proper direction away from bus	✓	
	Driver had seating chart in hand	✓	
	Driver knew student count	✓	

Comments:

Report Completed By: CPL. WESTER

Signature: [Signature]

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/05 Time: 0719 Bus #: 14

Driver: Laura Harmyk Number of Students on bus: 48

School (Check One): BCMS ☐ HBS ☒ RMS ☒ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	☒	
	Turned bus off (Grades 4-8 done by student)	☒	
	Activate emergency flashers (Grades 4-8 done by student)	☒	
	Students exited the bus in orderly fashion	☒	
	Students exit the bus quickly	☒	
	One student assigned to be the leader	☒	
	Two students were assigned to be aides by exit door	☒	
	Students followed instruction	☒	
	Students were prepared	☒	
	Driver directed students the proper direction away from bus	☒	
	Driver had seating chart in hand	☒	
	Driver knew student count	☒	

Comments:

Report Completed By: SFC. FERRERO Signature: SFC. [Signature]

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/05 Time: 0719 Bus #: 16
 Driver: Robert L. Loeck Number of Students on bus: 37

School (Check One): BCMS ☐ HBS ☒ RMS ☒ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake (Grades 4-8 done by student)	☒	
Turned bus off (Grades 4-8 done by student)	☒	
Activate emergency flashers (Grades 4-8 done by student)	☒	
Students exited the bus in orderly fashion	☒	
Students exit the bus quickly	☒	
One student assigned to be the leader	☒	
Two students were assigned to be aides by exit door	☒	
Students followed instruction	☒	
Students were prepared	☒	
Driver directed students the proper direction away from bus	☒	
Driver had seating chart in hand	☒	
Driver knew student count	☒	

Comments:

Report Completed By: ^{SFC.} FERRELL Signature: ~~Robert L. Loeck~~ ^{SFC.} [Signature]

Drivers Signature: Robert L. Loeck

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30 Time: 0724 Bus #: 17

Driver: MICHAEL TRANT Number of Students on bus: 32

School (Check One): BCMS ☐ HBS ☒ RMS ☒ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake (Grades 4-8 done by student)	☒	☐
Turned bus off (Grades 4-8 done by student)	☒	☐
Activate emergency flashers (Grades 4-8 done by student)	☒	☐
Students exited the bus in orderly fashion	☒	☐
Students exit the bus quickly	☒	☐
One student assigned to be the leader	☒	☐
Two students were assigned to be aides by exit door	☒	☐
Students followed instruction	☒	☐
Students were prepared	☒	☐
Driver directed students the proper direction away from bus	☒	☐
Driver had seating chart in hand	☒	☐
Driver knew student count	☒	☐

Comments:

Report Completed By: CHLOE BERNHARDT Signature: [Signature]

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25 Time: 0719 Bus #: 18

Driver: Melissa Flannery Number of Students on bus: 36

School (Check One): BCMS ☐ HBS ☒ RMS ☒ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	☒	
	Turned bus off (Grades 4-8 done by student)	☒	
	Activate emergency flashers (Grades 4-8 done by student)	☒	
	Students exited the bus in orderly fashion	☒	
	Students exit the bus quickly	☒	
	One student assigned to be the leader	☒	
	Two students were assigned to be aides by exit door	☒	
	Students followed instruction	☒	
	Students were prepared	☒	
	Driver directed students the proper direction away from bus	☒	
	Driver had seating chart in hand	☒	
	Driver knew student count	☒	

Comments:

Report Completed By: SFC. FERREIRO

Signature: SFC. [Signature]

Drivers Signature: Melissa Flannery

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25 Time: 7:29 Bus #: 19/11

Driver: Bev Betsko Number of Students on bus: 30

School (Check One): BCMS ☐ HBS ☒ RMS ☒ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	☒	
	Turned bus off (Grades 4-8 done by student)	☒	
	Activate emergency flashers (Grades 4-8 done by student)	☒	
	Students exited the bus in orderly fashion	☒	
	Students exit the bus quickly	☒	
	One student assigned to be the leader	☒	
	Two students were assigned to be aides by exit door	☒	
	Students followed instruction	☒	
	Students were prepared	☒	
	Driver directed students the proper direction away from bus	☒	
	Driver had seating chart in hand	☒	
	Driver knew student count	☒	

Comments:

Report Completed By: CPL WESTER Signature: [Signature]

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9-30

Time: 0725

Bus #: 20

Driver: ASHANTIE SIMPSON

Number of Students on bus: 43

School (Check One): BCMS ☐ HBS ☒ RMS ☒ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	☒	
	Turned bus off (Grades 4-8 done by student)	☒	
	Activate emergency flashers (Grades 4-8 done by student)	☒	
	Students exited the bus in orderly fashion	☒	
	Students exit the bus quickly	☒	
	One student assigned to be the leader	☒	
	Two students were assigned to be aides by exit door	☒	
	Students followed instruction	☒	
	Students were prepared	☒	
	Driver directed students the proper direction away from bus	☒	
	Driver had seating chart in hand	☒	
	Driver knew student count	☒	

Comments:

Report Completed By: OFFICER PETER Signature: [Signature]

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25 Time: 7:20 Bus #: 32

Driver: Michelle Valian Number of Students on bus: 4

School (Check One): BCMS ☐ HBS ☒ RMS ☒ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
		☒	
	Set parking brake (Grades 4-8 done by student)	☒	
	Turned bus off (Grades 4-8 done by student)	☒	
	Activate emergency flashers (Grades 4-8 done by student)	☒	
	Students exited the bus in orderly fashion	☒	
	Students exit the bus quickly	☒	
	One student assigned to be the leader	☒	
	Two students were assigned to be aides by exit door	☒	
	Students followed instruction	☒	
	Students were prepared		
	Driver directed students the proper direction away from bus	☒	
	Driver had seating chart in hand	☒	
	Driver knew student count	☒	

Comments:

Report Completed By: CPL. WESTER Signature: [Signature]

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25 Time: 735 Bus #: 38
 Driver: Clyde Patterson Number of Students on bus: 6

School (Check One): BCMS _____ HBS X RMS X SBS _____ SHS _____

TBS _____ WES _____ WS _____

Check One: Rear Door Drill X Front Door Drill _____

	YES	NO
Set parking brake (Grades 4-8 done by student)	☒	
Turned bus off (Grades 4-8 done by student)	☒	
Activate emergency flashers (Grades 4-8 done by student)	☒	
Students exited the bus in orderly fashion	☒	
Students exit the bus quickly	☒	
One student assigned to be the leader	☒	
Two students were assigned to be aides by exit door	☒	
Students followed instruction	☒	
Students were prepared	☒	
Driver directed students the proper direction away from bus	☒	
Driver had seating chart in hand	☒	
Driver knew student count	☒	

Comments:

Report Completed By: Marci Cell Signature: _____

Drivers Signature: X Clyde Patterson

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30 Time: 730 Bus #: 10

Driver: Eric Goodhart Number of Students on bus: 39

School (Check One): BCMS ☐ HBS ☒ RMS ☒ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	✓	
	Turned bus off (Grades 4-8 done by student)	✓	
	Activate emergency flashers (Grades 4-8 done by student)	✓	
	Students exited the bus in orderly fashion	✓	
	Students exit the bus quickly	✓	
	One student assigned to be the leader	✓	
	Two students were assigned to be aides by exit door	✓	
	Students followed instruction	✓	
	Students were prepared	✓	
	Driver directed students the proper direction away from bus	✓	
	Driver had seating chart in hand	✓	
	Driver knew student count	✓	

Comments:

Report Completed By: Marci Cole Signature: _____

Drivers Signature: X _____

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30

Time: 7:20

Bus #: 4

Driver: Dane Reyo

Number of Students on bus: 33

School (Check One): BCMS ☐ HBS ☒ RMS ☒ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	☒	
	Turned bus off (Grades 4-8 done by student)	☒	
	Activate emergency flashers (Grades 4-8 done by student)	☒	
	Students exited the bus in orderly fashion	☒	
	Students exit the bus quickly	☒	
	One student assigned to be the leader	☒	
	Two students were assigned to be aides by exit door	☒	
	Students followed instruction	☒	
	Students were prepared	☒	
	Driver directed students the proper direction away from bus	☒	
	Driver had seating chart in hand	☒	
	Driver knew student count	☒	

Comments:

Report Completed By: Marci Cole Signature: _____

Drivers Signature: X [Signature]

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-

emergency evacuation drills and safety education

(a). School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from

1. All other students shall receive school bus evacuation instruction at least once within the school year.

(b). The school bus driver and bus aide shall participate in the emergency exit

(c). Drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity.

(d). Drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:

1. Date of the drill;
2. Time of day the drill was conducted;
3. School name;
4. Location of the drill;
5. Route number(s) included in the drill; and
6. Name of school principal, or person(s) assigned, who supervised the dr

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

ate of the school bus emergency evacuation drill: Tuesday September 30, 2025

me of day the drill was conducted: 8:25AM

chool Name: Three Bridges School

ocation of the Emergency Evacuation Drill: Three Bridges School

oute Number(s): R11,R1,R4,R21,R8,R17,R15,R31

ame of the school principal/person(s) overseeing the d Marci Cole, Transportation Supervisor

ther information relative to the emergency evacuation drill:

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/24/25

Time: 8:30

Bus #: 1901

Driver: Bev Betko

Number of Students on bus: 35

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☒ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	☒	
	Turned bus off (Grades 4-8 done by student)	☒	
	Activate emergency flashers (Grades 4-8 done by student)	☒	
	Students exited the bus in orderly fashion	☒	
	Students exit the bus quickly	☒	
	One student assigned to be the leader	☒	
	Two students were assigned to be aides by exit door	☒	
	Students followed instruction	☒	
	Students were prepared	☒	
	Driver directed students the proper direction away from bus	☒	
	Driver had seating chart in hand	☒	
	Driver knew student count	☒	

Comments:

Report Completed By: Raymond Cree Signature: [Signature]

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25 Time: 0820 Bus #: 1

Driver: Jen. T. Number of Students on bus: 28

School (Check One): BCMS ☒ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☒ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake (Grades 4-8 done by student)	☒	☐
Turned bus off (Grades 4-8 done by student)	☒	☐
Activate emergency flashers (Grades 4-8 done by student)	☒	☐
Students exited the bus in orderly fashion	☒	☐
Students exit the bus quickly	☒	☐
One student assigned to be the leader	☒	☐
Two students were assigned to be aides by exit door	☒	☐
Students followed instruction	☒	☐
Students were prepared	☒	☐
Driver directed students the proper direction away from bus	☒	☐
Driver had seating chart in hand	☒	☐
Driver knew student count	☒	☐

Comments:

Report Completed By: SFC. FERREIRO Signature: SFC. [Signature]

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25 Time: 0820 Bus #: 4

Driver: David Rego Number of Students on bus: 15

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☒ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	☒	
	Turned bus off (Grades 4-8 done by student)	☒	
	Activate emergency flashers (Grades 4-8 done by student)	☒	
	Students exited the bus in orderly fashion	☒	
	Students exit the bus quickly	☒	
	One student assigned to be the leader	☒	
	Two students were assigned to be aides by exit door	☒	
	Students followed instruction	☒	
	Students were prepared	☒	
	Driver directed students the proper direction away from bus	☒	
	Driver had seating chart in hand	☒	
	Driver knew student count	☒	

Comments:

Report Completed By: SFC. FERRERO Signature: [Signature]

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25 Time: 8:27 Bus #: 21

Driver: Bob Makita Number of Students on bus: 37

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☒ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)		
	Turned bus off (Grades 4-8 done by student)		
	Activate emergency flashers (Grades 4-8 done by student)		
	Students exited the bus in orderly fashion	/	
	Students exit the bus quickly	/	
	One student assigned to be the leader	/	
	Two students were assigned to be aides by exit door	/	
	Students followed instruction	/	
	Students were prepared	/	
	Driver directed students the proper direction away from bus	/	
	Driver had seating chart in hand	/	
	Driver knew student count	/	

Comments:

Report Completed By: Raymond Lee Signature: [Signature]

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25 Time: 8:27 Bus #: 8

Driver: Marz Florio Number of Students on bus: 21

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☒ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)		
	Turned bus off (Grades 4-8 done by student)		
	Activate emergency flashers (Grades 4-8 done by student)		
	Students exited the bus in orderly fashion	/	
	Students exit the bus quickly	/	
	One student assigned to be the leader	/	
	Two students were assigned to be aides by exit door	/	
	Students followed instruction	/	
	Students were prepared	/	
	Driver directed students the proper direction away from bus	/	
	Driver had seating chart in hand	/	
	Driver knew student count	/	

Comments:

Report Completed By: Raymond Lee Signature: [Signature]

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25 Time: 0825 Bus #: 17

Driver: Michael Trani Number of Students on bus: 29

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☒ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	☒	☐
	Turned bus off (Grades 4-8 done by student)	☒	☐
	Activate emergency flashers (Grades 4-8 done by student)	☒	☐
	Students exited the bus in orderly fashion	☒	☐
	Students exit the bus quickly	☒	☐
	One student assigned to be the leader	☒	☐
	Two students were assigned to be aides by exit door	☒	☐
	Students followed instruction	☒	☐
	Students were prepared	☒	☐
	Driver directed students the proper direction away from bus	☒	☐
	Driver had seating chart in hand	☒	☐
	Driver knew student count	☒	☐

Comments:

Report Completed By: Sgt. Ferraro Signature: [Signature]

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25 Time: 8:34 Bus #: 15

Driver: Tom Treney Number of Students on bus: 40

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☒ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	/	
	Turned bus off (Grades 4-8 done by student)	/	
	Activate emergency flashers (Grades 4-8 done by student)	/	
	Students exited the bus in orderly fashion	/	
	Students exit the bus quickly	/	
	One student assigned to be the leader	/	
	Two students were assigned to be aides by exit door	/	
	Students followed instruction	/	
	Students were prepared	/	
	Driver directed students the proper direction away from bus	/	
	Driver had seating chart in hand	/	
	Driver knew student count	/	

Comments:

Report Completed By: Raymond Cree Signature: [Signature]

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25

Time: 8:30

Bus #: 31

Driver: Michele Valeri

Number of Students on bus: 8

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☒ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	/	
	Turned bus off (Grades 4-8 done by student)	/	
	Activate emergency flashers (Grades 4-8 done by student)	/	
	Students exited the bus in orderly fashion	/	
	Students exit the bus quickly	/	
	One student assigned to be the leader	/	
	Two students were assigned to be aides by exit door	/	
	Students followed instruction	/	
	Students were prepared	/	
	Driver directed students the proper direction away from bus	/	
	Driver had seating chart in hand	/	
	Driver knew student count	/	

Comments:

Report Completed By: Raymond Cee

Signature: [Signature]

Drivers Signature: [Signature]

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

Emergency evacuation drills and safety education

(a). School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from

1. All other students shall receive school bus evacuation instruction at least once within the school year.

(b). The school bus driver and bus aide shall participate in the emergency exit

(c). Drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity.

(d). Drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:

1. Date of the drill;
2. Time of day the drill was conducted;
3. School name;
4. Location of the drill;
5. Route number(s) included in the drill; and
6. Name of school principal, or person(s) assigned, who supervised the drill.

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: Tuesday September 30, 2025

Time of day the drill was conducted: 8:25AM

School Name: Whitehouse School

Location of the Emergency Evacuation Drill: Whitehouse School

Route Number(s): R20,R18,R3,R14,R12,R5,R2

Name of the school principal/person(s) overseeing the drill: Marci Cole, Transportation Supervisor

Other information relative to the emergency evacuation drill:

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25

Time: 8:30

Bus #: 20

Driver: Ashanti Simpkins

Number of Students on bus: 25

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☒

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake (Grades 4-8 done by student)	☒	
Turned bus off (Grades 4-8 done by student)	☒	
Activate emergency flashers (Grades 4-8 done by student)	☒	
Students exited the bus in orderly fashion	☒	
Students exit the bus quickly	☒	
One student assigned to be the leader	☒	
Two students were assigned to be aides by exit door	☒	
Students followed instruction	☒	
Students were prepared	☒	
Driver directed students the proper direction away from bus	☒	
Driver had seating chart in hand	☒	
Driver knew student count	☒	

Comments:

Report Completed By: Thomas Williams Signature: [Signature]

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/26 Time: 825 Bus #: 18

Driver: Melissa Flannery Number of Students on bus: 26

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☒

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake (Grades 4-8 done by student)	☒	
Turned bus off (Grades 4-8 done by student)	☒	
Activate emergency flashers (Grades 4-8 done by student)	☒	
Students exited the bus in orderly fashion	☒	
Students exit the bus quickly	☒	
One student assigned to be the leader	☒	
Two students were assigned to be aides by exit door	☒	
Students followed instruction	☒	
Students were prepared	☒	
Driver directed students the proper direction away from bus	☒	
Driver had seating chart in hand	☒	
Driver knew student count	☒	

Comments:

Report Completed By: [Signature] Signature: [Signature]

Drivers Signature: Melissa Flannery

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25 Time: 820 Bus #: 3

Driver: Justine McAndrews Number of Students on bus: 241

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☒

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake (Grades 4-8 done by student)	☒	
Turned bus off (Grades 4-8 done by student)	☒	
Activate emergency flashers (Grades 4-8 done by student)	☒	
Students exited the bus in orderly fashion	☒	
Students exit the bus quickly	☒	
One student assigned to be the leader	☒	
Two students were assigned to be aides by exit door	☒	
Students followed instruction	☒	
Students were prepared	☒	
	☒	
Driver directed students the proper direction away from bus	☒	
Driver had seating chart in hand	☒	
Driver knew student count	☒	

Comments:

Report Completed By: [Signature]

Signature: Thomas Walcott

Drivers Signature: [Signature]

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30

Time: 8:30

Bus #: 14

Driver: Laura Harny K

Number of Students on bus: 27

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

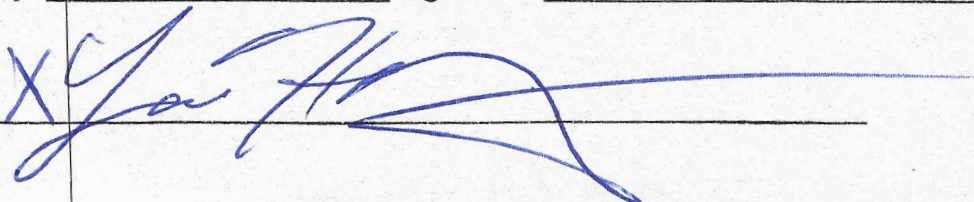
TBS ☐ WES ☐ WS ☒

Check One: Rear Door Drill ☐ Front Door Drill ☐

	YES	NO
Set parking brake (<i>Grades 4-8 done by student</i>)	☒	
Turned bus off (<i>Grades 4-8 done by student</i>)	☒	
Activate emergency flashers (<i>Grades 4-8 done by student</i>)	☒	
Students exited the bus in orderly fashion	☒	
Students exit the bus quickly	☒	
One student assigned to be the leader	☒	
Two students were assigned to be aides by exit door	☒	
Students followed instruction	☒	
Students were prepared	☒	
Driver directed students the proper direction away from bus	☒	
Driver had seating chart in hand	☒	
Driver knew student count	☒	

Comments:

Report Completed By: Marci Cole Signature: _____

Drivers Signature: 

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30

Time: 8:20

Bus #: ~~11~~ 12

Driver: Sam D'Amico

Number of Students on bus: 26

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☒

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake (<i>Grades 4-8 done by student</i>)	☒	
Turned bus off (<i>Grades 4-8 done by student</i>)	☒	
Activate emergency flashers (<i>Grades 4-8 done by student</i>)	☒	
Students exited the bus in orderly fashion	☒	
Students exit the bus quickly	☒	
One student assigned to be the leader	☒	
Two students were assigned to be aides by exit door	☒	
Students followed instruction	☒	
Students were prepared	☒	
Driver directed students the proper direction away from bus	☒	
Driver had seating chart in hand	☒	
Driver knew student count	☒	

Comments:

Report Completed By: Maren Cole Signature: _____

Drivers Signature: X *Sam D'Amico*

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30 Time: 831 Bus #: 5

Driver: Marla Petty Number of Students on bus: 27

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

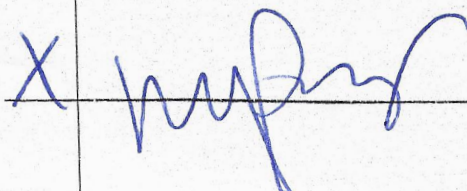
TBS ☐ WES ☐ WS ☒

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	☒	
	Turned bus off (Grades 4-8 done by student)	☒	
	Activate emergency flashers (Grades 4-8 done by student)	☒	
	Students exited the bus in orderly fashion	☒	
	Students exit the bus quickly	☒	
	One student assigned to be the leader	☒	
	Two students were assigned to be aides by exit door	☒	
	Students followed instruction	☒	
	Students were prepared	☒	
	Driver directed students the proper direction away from bus	☒	
	Driver had seating chart in hand	☒	
	Driver knew student count	☒	

Comments:

Report Completed By: Marci Cole Signature: _____

Drivers Signature: X 

Branchburg/Readington Student Transportation

School Bus Evacuation Report

Date: 9/30/25 Time: 8:25 am Bus #: 2

Driver: Debbie Hill Number of Students on bus: 31

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☒

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake (Grades 4-8 done by student)	☒	
Turned bus off (Grades 4-8 done by student)	☒	
Activate emergency flashers (Grades 4-8 done by student)	☒	
Students exited the bus in orderly fashion	☒	
Students exit the bus quickly	☒	
One student assigned to be the leader	☒	
Two students were assigned to be aides by exit door	☒	
Students followed instruction	☒	
Students were prepared	☒	
Driver directed students the proper direction away from bus	☒	
Driver had seating chart in hand	☒	
Driver knew student count	☒	

Comments:

Report Completed By: CPL. WESTER Signature: [Signature]

Drivers Signature: [Signature]