



Emergency Drill Reporting Form

School: <u>PPACS- Vine Campus</u>	Date: <u>10/24/25</u>	
District: <u>Phila</u>	# Students: <u>1001</u>	# Staff: <u>150</u>
Person Completing Form and Title: <u>M. Quorracino</u>	# Visitors	TOTAL PARTICIPANTS <u>1151</u>

Time Drill Began: <u>8:28am</u>	Time Drill Concluded: <u>8:41am</u>	Time to Evacuate: (fire/evacuation drills only)
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Type of Drill:	Type of School:	Weather Conditions:
☐ Fire / Evacuation ☒ Lockdown ☐ Modified Lockdown ☐ Shelter-in-Place (SIP) ☐ Medical Emergency ☐ Weather Emergency ☐ Other: <u>ACTIVE SHOOTER</u>	☐ Elementary ☒ Middle School ☒ Junior High School ☒ High School ☐ K-8 ☐ K-12 ☐ Alternative School ☐ Other	☒ Clear ☐ Cloudy ☐ Raining ☐ Rain and wind ☐ Windy ☐ Snow / Sleet ☐ Hail Ambient Temperature _____ F

Participants: (check all that apply)	Notification / Alert Method:	Situation at Start of Drill:
☒ School Administrators ☒ Teachers / Para-educators ☒ Custodial Staff ☒ Students ☒ School Security Officers ☐ Law Enforcement ☐ Fire Department ☐ Emergency Medical Services ☐ County Emergency Mgmt. ☐ Other	☒ Bell or Buzzer ☒ Enhanced Alert System ☐ Intercom ☐ Phone ☐ Voice Notification ☐ Siren ☐ Other:	☐ Before School ☒ During Class Time ☐ Passing Time ☐ Recess ☐ Lunch Time ☐ Assembly ☐ After School ☐ Other:

Incident Command System Used?	Incident Commander:	Operations Chief:
☐ Yes ☒ No	<u>JOSEPH MCBRIDE</u> <u>DIRECTOR OF SECURITY</u>	

LIST THE OBJECTIVES for the DRILL BELOW

- 1st Lock Down Drill of the sy
- Locate Broken Locks, faulty doors, windows



Emergency Drill Reporting Form

Page 2

Problems Encountered: (Check all that apply)	Attach Separate Sheet Documenting Specific Issues
☐ Congestion in hallways ☐ Alarm not heard ☐ Students unsure of what to do / proper ☐ Staff unsure of responsibilities / response ☐ Weather-related problems ☒ Unable to lock doors ☒ Windows not covered ☐ Windows left open ☐ Doors left open ☒ Lights left on ☐ Students not accounted for / attendance ☐ Difficulties with evacuation of disabled students or staff ☐ Unable to access school mapping system ☐ Students unaccounted for (note # below)	☐ Radio communication problems ☐ Network / computer problems ☐ Noise impedes communications ☒ Students not out of sight (lockdown drill) ☐ Long time to evacuate building ☐ Students not serious about drill ☐ Frightened students (lockdown drill) ☐ Improper or unavailable supplies (SiP) ☐ Confusion ☐ Doors or Exits blocked ☐ Transportation ☐ Interagency miscommunications ☐ Incident command problems ☐ Other: _____
Extenuating Circumstances / Identified Factors / Special Conditions Simulated:	

Mitigation / Plans for Improvement: (check all that apply and explain below)	
☒ Additional staff training ☒ Additional student training ☐ Address need for additional equipment ☐ Improved emergency supplies ☐ Cooperative planning with responders ☐ Revised emergency procedures ☒ Additional Drills or Exercising Needed	☐ OTHER (list) * rehang black-out curtains * fix broken door locks * review plans / procedures with faculty

Form Completed by

Melissa Quorracino COO

Printed Name

Title

M. Quorracino

Signature

10/24/25

Date



Emergency Drill Reporting Form

School: PPACS- Vine Campus	Date: 9/5/2025	
District: PHILA	# Students: 1104	# Staff: 150
Person Completing Form and Title: M. Quarrocchio	# Visitors: —	TOTAL PARTICIPANTS 1254

Time Drill Began: 11:05am	Time Drill Concluded: 11:20am	Time to Evacuate: (fire/evacuation drills only) 9mins
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Type of Drill:	Type of School:	Weather Conditions:
☒ Fire / Evacuation ☐ Lockdown ☐ Modified Lockdown ☐ Shelter-in-Place (SiP) ☐ Medical Emergency ☐ Weather Emergency ☐ Other: _____	☐ Elementary ☒ Middle School ☒ Junior High School ☒ High School ☐ K-8 ☐ K-12 ☐ Alternative School ☐ Other	☒ Clear ☐ Cloudy ☐ Raining ☐ Rain and wind ☐ Windy ☐ Snow / Sleet ☐ Hail Ambient Temperature _____ F

Participants: (check all that apply)	Notification / Alert Method:	Situation at Start of Drill:
☒ School Administrators ☒ Teachers / Para-educators ☒ Custodial Staff ☒ Students ☒ School Security Officers ☐ Law Enforcement ☐ Fire Department ☐ Emergency Medical Services ☐ County Emergency Mgmt. ☐ Other	☒ Bell or Buzzer ☒ Enhanced Alert System ☐ Intercom ☐ Phone ☐ Voice Notification ☐ Siren ☐ Other:	☐ Before School ☒ During Class Time ☐ Passing Time ☐ Recess ☐ Lunch Time ☐ Assembly ☐ After School ☐ Other:

Incident Command System Used?	Incident Commander:	Operations Chief:
☐ Yes ☒ No	Director of Security Joseph McBride	

LIST THE OBJECTIVES for the DRILL BELOW

- 1st DRILL OF NEW SCHOOL YEAR

- LOCATE EXIT PLANS + EVACUATION LOCATIONS

- FIND ANY ISSUES WITH CURRENT PLAN



Emergency Drill Reporting Form

Page 2

Problems Encountered: (Check all that apply)	Attach Separate Sheet Documenting Specific Issues
☒ Congestion in hallways ☐ Alarm not heard ☒ Students unsure of what to do / proper ☒ Staff unsure of responsibilities / response ☐ Weather-related problems ☐ Unable to lock doors ☐ Windows not covered ☐ Windows left open ☐ Doors left open ☐ Lights left on ☐ Students not accounted for / attendance ☐ Difficulties with evacuation of disabled students or staff ☐ Unable to access school mapping system ☐ Students unaccounted for (note # below)	☐ Radio communication problems ☐ Network / computer problems ☐ Noise impedes communications ☐ Students not out of sight (lockdown drill) ☐ Long time to evacuate building ☐ Students not serious about drill ☐ Frightened students (lockdown drill) ☐ Improper or unavailable supplies (SiP) ☐ Confusion ☐ Doors or Exits blocked ☐ Transportation ☐ Interagency miscommunications ☐ Incident command problems ☐ Other: _____
Extenuating Circumstances / Identified Factors / Special Conditions Simulated:	

Mitigation / Plans for Improvement: (check all that apply and explain below)	
☒ Additional staff training ☒ Additional student training ☐ Address need for additional equipment ☐ Improved emergency supplies ☐ Cooperative planning with responders ☐ Revised emergency procedures ☐ Additional Drills or Exercising Needed	☐ OTHER (list) <i>*will hold PD sessions to review drill feedback</i> <i>*Class room visits</i> <i>*check classrooms for exit plans</i>

Form Completed by

Printed Name

Melissa Quoracino COO

Title

Signature

M. Quoracino

Date

9/5/25



Emergency Drill Reporting Form

School: <i>PPACS - Vine Campus</i>	Date: <i>10/16/2025</i>	
District: <i>Phila</i>	# Students: <i>987</i>	# Staff: <i>150</i>
Person Completing Form and Title: <i>M. Quarracino</i>	# Visitors: <i>—</i>	TOTAL PARTICIPANTS: <i>1137</i>

Time Drill Began: <i>2:05 pm</i>	Time Drill Concluded: <i>2:17 pm</i>	Time to Evacuate: (fire/evacuation drills only) <i>8 m.s 45 sec</i>
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Type of Drill:	Type of School:	Weather Conditions:
☒ Fire / Evacuation ☐ Lockdown ☐ Modified Lockdown ☐ Shelter-in-Place (SiP) ☐ Medical Emergency ☐ Weather Emergency ☐ Other: _____	☐ Elementary ☒ Middle School ☒ Junior High School ☒ High School ☐ K-8 ☐ K-12 ☐ Alternative School ☐ Other	☒ Clear ☐ Cloudy ☐ Raining ☐ Rain and wind ☐ Windy ☐ Snow / Sleet ☐ Hail Ambient Temperature _____ F

Participants: (check all that apply)	Notification / Alert Method:	Situation at Start of Drill:
☒ School Administrators ☒ Teachers / Para-educators ☒ Custodial Staff ☒ Students ☒ School Security Officers ☐ Law Enforcement ☐ Fire Department ☐ Emergency Medical Services ☐ County Emergency Mgmt. ☐ Other	☒ Bell or Buzzer ☒ Enhanced Alert System ☐ Intercom ☐ Phone ☐ Voice Notification ☐ Siren ☐ Other:	☐ Before School ☒ During Class Time ☐ Passing Time ☐ Recess ☐ Lunch Time ☐ Assembly ☐ After School ☐ Other:

Incident Command System Used?	Incident Commander:	Operations Chief:
☐ Yes ☒ No		

LIST THE OBJECTIVES for the DRILL BELOW

- monthly drill
- look for improvement from last drill (9/5/25)



Emergency Drill Reporting Form

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Problems Encountered: (Check all that apply)	Attach Separate Sheet Documenting Specific Issues
☒ Congestion in hallways ☐ Alarm not heard ☐ Students unsure of what to do / proper ☐ Staff unsure of responsibilities / response ☐ Weather-related problems ☐ Unable to lock doors ☐ Windows not covered ☐ Windows left open ☐ Doors left open ☒ Lights left on ☐ Students not accounted for / attendance ☒ Difficulties with evacuation of disabled students or staff ☐ Unable to access school mapping system ☐ Students unaccounted for (note # below)	☐ Radio communication problems ☐ Network / computer problems ☐ Noise impedes communications ☐ Students not out of sight (lockdown drill) ☐ Long time to evacuate building ☐ Students not serious about drill ☐ Frightened students (lockdown drill) ☐ Improper or unavailable supplies (SiP) ☐ Confusion ☐ Doors or Exits blocked ☐ Transportation ☐ Interagency miscommunications ☐ Incident command problems ☐ Other: _____
Extenuating Circumstances / Identified Factors / Special Conditions Simulated:	

Mitigation / Plans for Improvement: (check all that apply and explain below)	
☒ Additional staff training ☐ Additional student training ☐ Address need for additional equipment ☐ Improved emergency supplies ☐ Cooperative planning with responders ☒ Revised emergency procedures ☒ Additional Drills or Exercising Needed	☐ OTHER (list) <i>* work on plan for students / staff with physical medical needs</i>

Form Completed by

Printed Name	Title	Signature	Date
Melissa Quarrecino	COO	Melissa Quarrecino	10/16/25



Emergency Drill Reporting Form

School: PHILADELPHIA PERFORMING ARTS - A STRING THEORY CHARTER SCHOOL	Date: 11-19-25	
District: Phila	# Students: 1055	# Staff: 150
Person Completing Form and Title: M. Quaracino	# Visitors: —	TOTAL PARTICIPANTS 1205

Time Drill Began: 10:45 AM	Time Drill Concluded: 10:57 AM	Time to Evacuate: (fire/evacuation drills only) 8 min 10 sec
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Type of Drill:	Type of School:	Weather Conditions:
☒ Fire / Evacuation ☐ Lockdown ☐ Modified Lockdown ☐ Shelter-in-Place (SiP) ☐ Medical Emergency ☐ Weather Emergency ☐ Other: _____	☐ Elementary ☒ Middle School ☒ Junior High School ☒ High School ☐ K-8 ☐ K-12 ☐ Alternative School ☐ Other	☐ Clear ☒ Cloudy ☐ Raining ☐ Rain and wind ☐ Windy ☐ Snow / Sleet ☐ Hail Ambient Temperature 42°F

Participants: (check all that apply)	Notification / Alert Method:	Situation at Start of Drill:
☒ School Administrators ☒ Teachers / Para-educators ☒ Custodial Staff ☒ Students ☒ School Security Officers ☐ Law Enforcement ☐ Fire Department ☐ Emergency Medical Services ☐ County Emergency Mgmt. ☐ Other	☒ Bell or Buzzer ☒ Enhanced Alert System ☐ Intercom ☐ Phone ☐ Voice Notification ☐ Siren ☐ Other:	☐ Before School ☐ During Class Time ☐ Passing Time ☐ Recess ☐ Lunch Time ☐ Assembly ☐ After School ☐ Other:

Incident Command System Used?	Incident Commander:	Operations Chief:
☒ Yes ☐ No	Joseph McBride Director of Security	Melissa Quaracino

LIST THE OBJECTIVES for the DRILL BELOW

— Monthly Drill



Emergency Drill Reporting Form

Page 2

Problems Encountered: (Check all that apply)	Attach Separate Sheet Documenting Specific Issues
☒ Congestion in hallways ☐ Alarm not heard ☐ Students unsure of what to do / proper ☐ Staff unsure of responsibilities / response ☐ Weather-related problems ☐ Unable to lock doors ☐ Windows not covered ☐ Windows left open ☐ Doors left open ☐ Lights left on ☐ Students not accounted for / attendance ☐ Difficulties with evacuation of disabled students or staff ☐ Unable to access school mapping system ☐ Students unaccounted for (note # below)	☐ Radio communication problems ☐ Network / computer problems ☐ Noise impedes communications ☐ Students not out of sight (lockdown drill) ☐ Long time to evacuate building ☐ Students not serious about drill ☐ Frightened students (lockdown drill) ☐ Improper or unavailable supplies (SIP) ☐ Confusion ☐ Doors or Exits blocked ☐ Transportation ☐ Interagency miscommunications ☐ Incident command problems ☐ Other: _____

Extenuating Circumstances / Identified Factors / Special Conditions Simulated:

Mitigation / Plans for Improvement: (check all that apply and explain below)	
☒ Additional staff training ☐ Additional student training ☐ Address need for additional equipment ☐ Improved emergency supplies ☐ Cooperative planning with responders ☐ Revised emergency procedures ☒ Additional Drills or Exercising Needed	☐ OTHER (list)

Form Completed by

Melissa Quarracino
Printed Name

COO Vine
Title

M. Quarracino
Signature

11/19/25
Date



Emergency Drill Reporting Form

School: PHILADELPHIA PERFORMING ARTS - A STRONG THEORY CHARTER SCHOOL	Date: 12-16-25	
District: Phila	# Students: 1050	# Staff: 152
Person Completing Form and Title: M. Quaccino	# Visitors ✓	TOTAL PARTICIPANTS 1202

Time Drill Began: 1:07 PM	Time Drill Concluded: 1:18 PM	Time to Evacuate: (fire/evacuation drills only) 7 min 50 secs
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Type of Drill:	Type of School:	Weather Conditions:
☒ Fire / Evacuation ☐ Lockdown ☐ Modified Lockdown ☐ Shelter-in-Place (SiP) ☐ Medical Emergency ☐ Weather Emergency ☐ Other: _____	☐ Elementary ☒ Middle School ☒ Junior High School ☒ High School ☐ K-8 ☐ K-12 ☐ Alternative School ☐ Other	☒ Clear ☐ Cloudy ☐ Raining ☐ Rain and wind ☐ Windy ☐ Snow / Sleet ☐ Hail Ambient Temperature 34 F

Participants: (check all that apply)	Notification / Alert Method:	Situation at Start of Drill:
☒ School Administrators ☒ Teachers / Para-educators ☒ Custodial Staff ☒ Students ☒ School Security Officers ☐ Law Enforcement ☐ Fire Department ☐ Emergency Medical Services ☐ County Emergency Mgmt. ☐ Other	☐ Bell or Buzzer ☒ Enhanced Alert System ☐ Intercom ☐ Phone ☐ Voice Notification ☐ Siren ☐ Other:	☐ Before School ☐ During Class Time ☐ Passing Time ☐ Recess ☐ Lunch Time ☐ Assembly ☐ After School ☐ Other:

Incident Command System Used?	Incident Commander:	Operations Chief:
☒ Yes ☐ No		

LIST THE OBJECTIVES for the DRILL BELOW
Monthly Drill



Emergency Drill Reporting Form

Page 2

Problems Encountered: (Check all that apply)	Attach Separate Sheet Documenting Specific Issues
☒ Congestion in hallways ☐ Alarm not heard ☐ Students unsure of what to do / proper ☐ Staff unsure of responsibilities / response ☐ Weather-related problems ☐ Unable to lock doors ☐ Windows not covered ☐ Windows left open ☐ Doors left open ☐ Lights left on ☐ Students not accounted for / attendance ☐ Difficulties with evacuation of disabled students or staff ☐ Unable to access school mapping system ☐ Students unaccounted for (note # below)	☐ Radio communication problems ☐ Network / computer problems ☐ Noise impedes communications ☐ Students not out of sight (lockdown drill) ☐ Long time to evacuate building ☐ Students not serious about drill ☐ Frightened students (lockdown drill) ☐ Improper or unavailable supplies (SiP) ☐ Confusion ☐ Doors or Exits blocked ☐ Transportation ☐ Interagency miscommunications ☐ Incident command problems ☐ Other: _____
Extenuating Circumstances / Identified Factors / Special Conditions Simulated:	

Mitigation / Plans for Improvement: (check all that apply and explain below)	
☒ Additional staff training ☐ Additional student training ☐ Address need for additional equipment ☐ Improved emergency supplies ☐ Cooperative planning with responders ☐ Revised emergency procedures ☒ Additional Drills or Exercising Needed	☐ OTHER (list)

Form Completed by

Melissa Quarracino
Printed Name

CO-Vinc
Title

M. Quarracino
Signature

12/16/25
Date



Emergency Drill Reporting Form

School: PHILADELPHIA PERFORMING ARTS-A STRING THEORY CHARTER SCHOOL	Date: 1-22-26	
District: Phila	# Students: 969	# Staff: 155
Person Completing Form and Title: M. Quarracino	# Visitors ✓	TOTAL PARTICIPANTS 1124

Time Drill Began: 2:07 PM	Time Drill Concluded: 2:18 PM	Time to Evacuate: (fire/evacuation drills only) 7 min 45 sec
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Type of Drill:	Type of School:	Weather Conditions:
☒ Fire / Evacuation ☐ Lockdown ☐ Modified Lockdown ☐ Shelter-in-Place (SiP) ☐ Medical Emergency ☐ Weather Emergency ☐ Other: _____	☐ Elementary ☒ Middle School ☒ Junior High School ☒ High School ☐ K-8 ☐ K-12 ☐ Alternative School ☐ Other	☐ Clear ☒ Cloudy ☐ Raining ☐ Rain and wind ☐ Windy ☐ Snow / Sleet ☐ Hail Ambient Temperature <u>49</u> F

Participants: (check all that apply)	Notification / Alert Method:	Situation at Start of Drill:
☒ School Administrators ☒ Teachers / Para-educators ☒ Custodial Staff ☒ Students ☒ School Security Officers ☐ Law Enforcement ☐ Fire Department ☐ Emergency Medical Services ☐ County Emergency Mgmt. ☐ Other	☒ Bell or Buzzer ☒ Enhanced Alert System ☐ Intercom ☐ Phone ☐ Voice Notification ☐ Siren ☐ Other:	☐ Before School ☒ During Class Time ☐ Passing Time ☐ Recess ☐ Lunch Time ☐ Assembly ☐ After School ☐ Other:

Incident Command System Used?	Incident Commander:	Operations Chief:
☒ Yes ☐ No	Joseph McBride Director of Security	Melissa Quarracino

LIST THE OBJECTIVES for the DRILL BELOW

- monthly drill



Emergency Drill Reporting Form

Page 2

Problems Encountered: (Check all that apply)	Attach Separate Sheet Documenting Specific Issues
☐ Congestion in hallways ☐ Alarm not heard ☐ Students unsure of what to do / proper ☒ Staff unsure of responsibilities / response ☐ Weather-related problems ☐ Unable to lock doors ☐ Windows not covered ☐ Windows left open ☐ Doors left open ☐ Lights left on ☐ Students not accounted for / attendance ☐ Difficulties with evacuation of disabled students or staff ☐ Unable to access school mapping system ☐ Students unaccounted for (note # below)	☐ Radio communication problems ☐ Network / computer problems ☐ Noise impedes communications ☐ Students not out of sight (lockdown drill) ☐ Long time to evacuate building ☐ Students not serious about drill ☐ Frightened students (lockdown drill) ☐ Improper or unavailable supplies (SiP) ☐ Confusion ☐ Doors or Exits blocked ☐ Transportation ☐ Interagency miscommunications ☐ Incident command problems ☐ Other: _____
Extenuating Circumstances / Identified Factors / Special Conditions Simulated: 	

Mitigation / Plans for Improvement: (check all that apply and explain below)	
☒ Additional staff training ☐ Additional student training ☐ Address need for additional equipment ☐ Improved emergency supplies ☐ Cooperative planning with responders ☐ Revised emergency procedures ☒ Additional Drills or Exercising Needed	☐ OTHER (list)

Form Completed by: Melissa Quarracino COO-Vinc M. Quarracino 1/22/26
Printed Name Title Signature Date

Emergency Drill Reporting Form

School: Philadelphia Performing Arts - A String Theory Charter School	Date: 2-18-2026	
District: Philadelphia	# Students: 1082	# Staff: 140
Person Completing Form and Title: Melissa Quarracino COO-Vine	# Visitors:	Total Participants: 1222

Time Drill Began: 9:45 AM	Time Drill Concluded: 9:56 AM	Time to Evacuate: (fire/evacuation drill only) 7 min 20 secs
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Type of Drill:	Type of School:	Weather Conditions:
☒ Fire / Evacuation ☐ Lockdown ☐ Modified Lockdown ☐ Shelter-in-Place ☐ Medical Emergency ☐ Weather Emergency ☐ Other: _____	☐ Elementary ☒ Middle School ☒ Junior High School ☒ High School ☐ K-8 ☐ K-12 ☐ Alternative School ☐ Other: _____	☐ Clear ☒ Cloudy ☐ Raining ☐ Rain and Wind ☐ Windy ☐ Snow / Sleet ☐ Hail Ambient Temperature 41 F
Participants: (check all that apply)	Notification / Alert Method:	Situation at Start of Drill:
☒ School Administrators ☒ Teachers / Para-educators ☒ Custodial Staff ☒ Students ☒ School Security Officers ☐ Law Enforcement ☐ Fire Department ☐ Emergency Medical Services ☐ County Emergency Mgmt. ☐ Other: _____	☒ Bell or Buzzer ☒ Enhanced Alert System ☐ Intercom ☐ Phone ☐ Voice Notification ☐ Siren ☐ Other: _____	☐ Before School ☒ During Class Time ☐ Passing Time ☐ Recess ☐ Lunch Time ☐ Assembly ☐ After School ☐ Other: _____

Incident Command System:	Incident Commander:	Operations Chief:
☒ Yes ☐ No	N / A	Melissa Quarracino

LIST THE OBJECTIVES for the DRILL BELOW

- Monthly Drill

Emergency Drill Reporting Form

Page2

Problems Encountered: (check all that apply)

- ☒ Congestion in Hallways
- ☐ Alarm not heard
- ☐ Students unsure of what to do / proper
- ☐ Staff unsure of responsibilities / response
- ☐ Weather-related problems
- ☐ Unable to lock doors
- ☐ Windows not covered
- ☐ Windows left open
- ☐ Doors left open
- ☐ Lights left on
- ☐ Students not accounted for / attendance
- ☐ Difficulties with evacuation of disabled student or staff
- ☐ Unable to access school mapping system
- ☐ Students unaccounted for (note # below)

Attached Separate Sheet Documenting Specific Issues:

- ☐ Radio communication problems
- ☐ Network / computer problems
- ☐ Noise impedes communications
- ☐ Students not out of sight (lockdown drill)
- ☐ Long time to evacuate building
- ☐ Students not serious about drill
- ☐ Frightened students (lockdown drill)
- ☐ Improper or unavailable supplies (SIP)
- ☐ Confusion
- ☐ Doors or Exits blocked
- ☐ Transportation
- ☐ Interagency miscommunications
- ☐ Incident command problems
- ☐ Other: _____

Exenuating Circumstances / Identified Factors / Special Conditions Simulated:

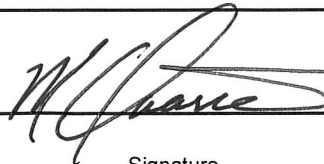
Mitigation / Plans for Improvement: (check all that apply and explain below)

- | | |
|--|---|
| <ul style="list-style-type: none"> ☐ Additional staff training ☐ Additional student training ☐ Address need for additional equipment ☐ Improved emergency supplies ☐ Cooperative planning with responders ☐ Revised emergency procedures ☒ Additional Drills or Exercising Needed | <ul style="list-style-type: none"> ☐ OTHER (list) |
|--|---|

Form Completed by:

Melissa Quarracino

COO-Vine



2/19/2026

Printed Name

Title

Signature

Date

Emergency Drill Reporting Form

School: Philadelphia Performing Arts - A String Theory Charter School	Date: 3-24-2026	
District: Philadelphia	# Students: 1095	# Staff: 142
Person Completing Form and Title: Melissa Quarracino COO-Vine	# Visitors: 0	Total Participants: 1237

Time Drill Began: 9:15 AM	Time Drill Concluded: 9:28 AM	Time to Evacuate: (fire/evacuation drill only) 7 min 25 secs
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Type of Drill:	Type of School:	Weather Conditions:
☒ Fire / Evacuation ☐ Lockdown ☐ Modified Lockdown ☐ Shelter-in-Place ☐ Medical Emergency ☐ Weather Emergency ☐ Other: _____	☐ Elementary ☒ Middle School ☒ Junior High School ☒ High School ☐ K-8 ☐ K-12 ☐ Alternative School ☐ Other: _____	☒ Clear ☐ Cloudy ☐ Raining ☐ Rain and Wind ☐ Windy ☐ Snow / Sleet ☐ Hail Ambient Temperature: 46 F
Participants: (check all that apply)	Notification / Alert Method:	Situation at Start of Drill:
☒ School Administrators ☒ Teachers / Para-educators ☒ Custodial Staff ☒ Students ☒ School Security Officers ☐ Law Enforcement ☐ Fire Department ☐ Emergency Medical Services ☐ County Emergency Mgmt. ☐ Other: _____	☒ Bell or Buzzer ☒ Enhanced Alert System ☐ Intercom ☐ Phone ☐ Voice Notification ☐ Siren ☐ Other: _____	☒ Before School ☐ During Class Time ☐ Passing Time ☐ Recess ☐ Lunch Time ☐ Assembly ☐ After School ☐ Other: _____

Incident Command System:	Incident Commander:	Operations Chief:
☒ Yes ☐ No	N/A	

LIST THE OBJECTIVES for the DRILL BELOW

- Monthly Drill

Emergency Drill Reporting Form

Page2

Problems Encountered: (check all that apply)	Attached Seperate Sheet Documenting Specific Issues:
☒ Congestion in Hallways ☐ Alarm not heard ☐ Students unsure of whay to do / proper ☐ Staff unsure of responsibilities / response ☐ Weather-related problems ☐ Unable to lock doors ☐ Windows not covered ☐ Windows left open ☐ Doors left open ☐ Lights left on ☐ Students not accounted for / attendance ☐ Difficulties with evacuation of disabled student of staff ☐ Unable to access school mapping system ☐ Students unaccounted for (note # below)	☐ Radio communication problems ☐ Network / computer problems ☐ Noise impedes communications ☐ Students not out of sight (lockdown drill) ☐ Long time to evacuate building ☐ Students not serious about drill ☐ Frightened students (lockdown drill) ☐ Improper or unavailable supplies (SIP) ☐ Confusion ☐ Doors or Exits blocked ☐ Transportation ☐ Interagency misscommunications ☐ Incident command problems ☐ Other: _____
Exenuating Circumstances / Indentified Factors / Special Conditions Simulated:	

Mitigation / Plans for Improvement: (check all that apply and explain below)	
☐ Additional staff training ☐ Additional student training ☐ Address need for additional eqiupment ☐ Improved emergency supplies ☐ Cooperative planning with responders ☐ Revised emergency procedures ☒ Additional Drills or Exercising Needed	☐ OTHER (list)

Form Completed by:

Melissa Quarracino

COO-Vine



3/24/2026

Printed Name

Title

Signature

Date

Emergency Drill Reporting Form

School:	Philadelphia Performing Arts - A String Theory Charter School	Date:	4-17-2026
District:	Philadelphia	# Students:	1088
		# Staff:	151
Person Completing Form and Title:	Melissa Quarracino COO-Vine	# Visitors:	0
		Total Participants:	1239

0

Time Drill Began:	10:15 AM	Time Drill Concluded:	10:28 AM	Time to Evacuate: (fire/evacuation drill only)	7 min 29 secs
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Type of Drill: ☒ Fire / Evacuation ☐ Lockdown ☐ Modified Lockdown ☐ Shelter-in-Place ☐ Medical Emergency ☐ Weather Emergency ☐ Other: _____	Type of School: ☐ Elementary ☒ Middle School ☒ Junior High School ☒ High School ☐ K-8 ☐ K-12 ☐ Alternative School ☐ Other: _____	Weather Conditions: ☒ Clear ☐ Cloudy ☐ Raining ☐ Rain and Wind ☐ Windy ☐ Snow / Sleet ☐ Hail Ambient Temperature: 83 F
Participants: (check all that apply) ☒ School Administrators ☒ Teachers / Para-educators ☒ Custodial Staff ☒ Students ☒ School Security Officers ☐ Law Enforcement ☐ Fire Department ☐ Emergency Medical Services ☐ County Emergency Mgmt. ☐ Other: _____	Notification / Alert Method: ☒ Bell or Buzzer ☒ Enhanced Alert System ☐ Intercom ☐ Phone ☐ Voice Notification ☐ Siren ☐ Other: _____	Situation at Start of Drill: ☒ Before School ☐ During Class Time ☐ Passing Time ☐ Recess ☐ Lunch Time ☐ Assembly ☐ After School ☐ Other: _____

Incident Command System:	Incident Commander:	Operations Chief:
☒ Yes ☐ No	N/A	

LIST THE OBJECTIVES for the DRILL BELOW

- Monthly Drill

Emergency Drill Reporting Form

Page2

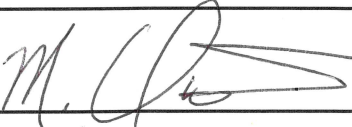
Problems Encountered: (check all that apply)	Attached Seperate Sheet Documenting Specific Issues:
☒ Congestion in Hallways ☐ Alarm not heard ☐ Students unsure of whay to do / proper ☐ Staff unsure of responsibilities / response ☐ Weather-related problems ☐ Unable to lock doors ☐ Windows not covered ☐ Windows left open ☐ Doors left open ☐ Lights left on ☐ Students not accounted for / attendance ☐ Difficulties with evacuation of disabled student of staff ☐ Unable to access school mapping system ☐ Students unaccounted for (note # below)	☐ Radio communication problems ☐ Network / computer problems ☐ Noise impedes communications ☐ Students not out of sight (lockdownn drill) ☐ Long time to evacuate building ☐ Students not serious about drill ☐ Frightened students (lockdown drill) ☐ Improper or unavailable supplies (SIP) ☐ Confusion ☐ Doors or Exits blocked ☐ Transportation ☐ Interagency misscommunications ☐ Incident command problems ☐ Other: _____
Exenuating Circumstances / Indentified Factors / Special Conditions Simulated: 	

Mitigation / Plans for Improvement: (check all that apply and explain below)	
☐ Additional staff training ☐ Additional student training ☐ Address need for additional equipment ☐ Improved emergency supplies ☐ Cooperative planning with responders ☐ Revised emergency procedures ☒ Additional Drills or Exercising Needed	☐ OTHER (list)

Form Completed by:

Melissa Quarracino

COO-Vine



4/17/2026

Printed Name

Title

Signature

Date

Emergency Drill Reporting Form

School: Philadelphia Performing Arts - A String Theory Charter School	Date: 05-21-2026	
District: Philadelphia	# Students: 795	# Staff: 151
Person Completing: Melissa Quarracino Form and Title: COO-Vine	# Visitors: 0	Total Participants: 946

Time Drill Began: 10:30 AM	Time Drill Concluded: 10:43 AM	Time to Evacuate: 7 mins 20 secs (fire/evacuation drill only)
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Type of Drill: ☒ Fire / Evacuation ☐ Lockdown ☐ Modified Lockdown ☐ Shelter-in-Place ☐ Medical Emergency ☐ Weather Emergency ☐ Other: _____	Type of School: ☐ Elementary ☒ Middle School ☒ Junior High School ☐ High School ☐ K-8 ☐ K-12 ☐ Alternative School ☐ Other: _____	Weather Conditions: ☐ Clear ☒ Cloudy ☐ Raining ☐ Rain and Wind ☐ Windy ☐ Snow / Sleet ☐ Hail Ambient Temperature: 62 F
Participants: (check all that apply) ☒ School Administrators ☒ Teachers / Para-educators ☒ Custodial Staff ☒ Students ☒ School Security Officers ☐ Law Enforcement ☐ Fire Department ☐ Emergency Medical Services ☐ County Emergency Mgmt. ☐ Other: _____	Notification / Alert Method: ☒ Bell or Buzzer ☒ Enhanced Alert System ☐ Intercom ☐ Phone ☐ Voice Notification ☐ Siren ☐ Other: _____	Situation at Start of Drill: ☐ Before School ☒ During Class Time ☐ Passing Time ☐ Recess ☐ Lunch Time ☐ Assembly ☐ After School ☐ Other: _____

Incident Command System:	Incident Commander:	Operations Chief:
☒ Yes ☐ No	N/A	
LIST THE OBJECTIVES for the DRILL BELOW		

Emergency Drill Reporting Form

Page 2

Problems Encountered: (check all that apply)

- ☒ Congestion in Hallways
- ☐ Alarm not heard
- ☐ Students unsure of what to do / proper
- ☐ Staff unsure of responsibilities / response
- ☐ Weather-related problems
- ☐ Unable to lock doors
- ☐ Windows not covered
- ☐ Windows left open
- ☐ Doors left open
- ☐ Lights left on
- ☐ Students not accounted for / attendance
- ☐ Difficulties with evacuation of disabled student or staff
- ☐ Unable to access school mapping system
- ☐ Students unaccounted for (note # below)

Attached Separate Sheet Documenting Specific Issues:

- ☐ Radio communication problems
- ☐ Network / computer problems
- ☐ Noise impedes communications
- ☐ Students not out of sight (lockdown drill)
- ☐ Long time to evacuate building
- ☐ Students not serious about drill
- ☐ Frightened students (lockdown drill)
- ☐ Improper or unavailable supplies (SIP)
- ☐ Confusion
- ☐ Doors or Exits blocked
- ☐ Transportation
- ☐ Interagency miscommunications
- ☐ Incident command problems
- ☐ Other: _____

Exenuating Circumstances / Identified Factors / Special Conditions Simulated:

Mitigation / Plans for Improvement: (check all that apply and explain below)

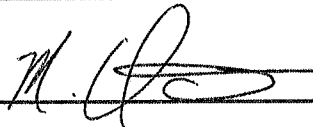
- ☐ Additional staff training
- ☐ Additional student training
- ☐ Address need for additional equipment
- ☐ Improved emergency supplies
- ☐ Cooperative planning with responders
- ☐ Revised emergency procedures
- ☐ Additional Drills or Exercising Needed

- ☐ OTHER (list)

Form Completed by:

Melissa Quarracino

COO-Vine



05-21-2026

Printed Name

Title

Signature

Date

Emergency Drill Reporting Form

School: Philadelphia Performing Arts - A String Theory Charter School		Date: 06-10-2026	
District: Philadelphia		# Students: 780	# Staff: 175
Person Completing: Melissa Quarracino Form and Title: COO-Vine		# Visitors: 0	Total Participants: 955

Time Drill Began: 9:15 AM	Time Drill Concluded: 9:27 AM	Time to Evacuate: 7 mins 15 secs (fire/evacuation drill only)
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Type of Drill: ☒ Fire / Evacuation ☐ Lockdown ☐ Modified Lockdown ☐ Shelter-in-Place ☐ Medical Emergency ☐ Weather Emergency ☐ Other: _____	Type of School: ☐ Elementary ☒ Middle School ☒ Junior High School ☐ High School ☐ K-8 ☐ K-12 ☐ Alternative School ☐ Other: _____	Weather Conditions: ☐ Clear ☒ Cloudy ☐ Raining ☐ Rain and Wind ☐ Windy ☐ Snow / Sleet ☐ Hail Ambient Temperature 83 F
Participants: (check all that apply) ☒ School Administrators ☒ Teachers / Para-educators ☒ Custodial Staff ☒ Students ☒ School Security Officers ☐ Law Enforcement ☐ Fire Department ☐ Emergency Medical Services ☐ County Emergency Mgmt. ☐ Other: _____	Notification / Alert Method: ☒ Bell or Buzzer ☒ Enhanced Alert System ☐ Intercom ☐ Phone ☐ Voice Notification ☐ Siren ☐ Other: _____	Situation at Start of Drill: ☐ Before School ☒ During Class Time ☐ Passing Time ☐ Recess ☐ Lunch Time ☐ Assembly ☐ After School ☐ Other: _____

Incident Command System:	Incident Commander:	Operations Chief:
☒ Yes ☐ No	N/A	

LIST THE OBJECTIVES for the DRILL BELOW



Emergency Drill Reporting Form

School: <i>PPACS- Vinc Campos</i>	Date: <i>10/17/2025</i>	
District: <i>Phila</i>	# Students: <i>996</i>	# Staff: <i>150</i>
Person Completing Form and Title: <i>M. Quaracino</i>	# Visitors	TOTAL PARTICIPANTS <i>1146</i>

Time Drill Began: <i>8:15am</i>	Time Drill Concluded: <i>10:45am</i>	Time to Evacuate: (fire/evacuation drills only)
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Type of Drill:	Type of School:	Weather Conditions:
☐ Fire / Evacuation ☐ Lockdown ☒ Modified Lockdown ☐ Shelter-in-Place (SIP) ☐ Medical Emergency ☐ Weather Emergency ☐ Other: _____	☐ Elementary ☒ Middle School ☒ Junior High School ☒ High School ☐ K-8 ☐ K-12 ☐ Alternative School ☐ Other	☒ Clear ☐ Cloudy ☐ Raining ☐ Rain and wind ☐ Windy ☐ Snow / Sleet ☐ Hail Ambient Temperature _____ F

Participants: (check all that apply)	Notification / Alert Method:	Situation at Start of Drill:
☒ School Administrators ☒ Teachers / Para-educators ☒ Custodial Staff ☒ Students ☒ School Security Officers ☐ Law Enforcement ☐ Fire Department ☐ Emergency Medical Services ☐ County Emergency Mgmt. ☐ Other	☐ Bell or Buzzer ☐ Enhanced Alert System ☐ Intercom ☐ Phone ☐ Voice Notification ☐ Siren ☒ Other: <i>email / notification</i>	☐ Before School ☒ During Class Time ☐ Passing Time ☐ Recess ☐ Lunch Time ☐ Assembly ☐ After School ☐ Other:

Incident Command System Used?	Incident Commander:	Operations Chief:
☒ Yes ☐ No	<i>Joseph McBride</i> <i>Director of Security</i>	

LIST THE OBJECTIVES for the DRILL BELOW

x incident at City Hall Septa station
subject in question was not located. Put
building on modified lock down to be
extra safe



Emergency Drill Reporting Form

Page 2

Problems Encountered: (Check all that apply)	Attach Separate Sheet Documenting Specific Issues
☐ Congestion in hallways ☐ Alarm not heard ☐ Students unsure of what to do / proper ☐ Staff unsure of responsibilities / response ☐ Weather-related problems ☐ Unable to lock doors ☐ Windows not covered ☐ Windows left open ☐ Doors left open ☐ Lights left on ☐ Students not accounted for / attendance ☐ Difficulties with evacuation of disabled students or staff ☐ Unable to access school mapping system ☐ Students unaccounted for (note # below)	☐ Radio communication problems ☐ Network / computer problems ☐ Noise impedes communications ☐ Students not out of sight (lockdown drill) ☐ Long time to evacuate building ☐ Students not serious about drill ☐ Frightened students (lockdown drill) ☐ Improper or unavailable supplies (SiP) ☐ Confusion ☐ Doors or Exits blocked ☐ Transportation ☐ Interagency miscommunications ☐ Incident command problems ☐ Other: _____
Extenuating Circumstances / Identified Factors / Special Conditions Simulated: 	

Mitigation / Plans for Improvement: (check all that apply and explain below)	
☐ Additional staff training ☐ Additional student training ☐ Address need for additional equipment ☐ Improved emergency supplies ☐ Cooperative planning with responders ☐ Revised emergency procedures ☐ Additional Drills or Exercising Needed	☐ OTHER (list)

Form Completed by

Printed Name

Melissa Quarrocino

Title

COO

Signature

Melissa Quarrocino

Date

10/20/25