Monroe County Intermediate School District
Emergency Drill Documentation

Type of Drill

- ○ Fire (5 required)
- ○ Tornado (2 required)
- ◉ Lockdown/Shelter in Place (3 Required)

Time of Drill

- ◉ Standard
- ○ Class Change
- ○ Recess
- ○ Other Events

Name of School: Transition Center

Date of Drill: 10/09/2026 **Time of Drill:** 10:05 AM **# of Participants:** 61

Exact time required to evacuate/shelter/secure: 5 min

Comments: All staff and students sheltered in place in their designated areas.

Number of drills conducted this school year:

Fire Drills: 0 of 5

Tornado Drills: 0 of 2

Lockdown/Shelter in Place Drills: 1 of 3

Name of person conducting drill: Sarah Yu

Title of person conducting drill: Principal

Signature of person conducting drill: Sarah Yu

Drill was coordinated with:

- ◉ Emergency Management Coordinator
  Name and Title: Jason Miller - Director of Safety and Security

AND

- ○ Law Enforcement (county sheriff or chief of police or designee or MI State police)
  Name and Title: _____

OR

- ○ Fire (fire chief or designee)
  Name and Title: _____