

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: 05/12/2025 **Time of Drill:** 10:00 AM **# of Participants:** 62

Exact time required to evacuate/shelter/secure: 1 min 10 sec

Comments: Fire drill with alarm and students in their classrooms.

Number of drills conducted this school year:

Fire Drills: 6 of 5

Tornado Drills: 0 of 2

Lockdown/Shelter in Place Drills: 0 of 3

Name of person conducting drill: William Hite

Title of person conducting drill: Principal

Signature of person conducting drill: William Hite

Drill was coordinated with:

- ☐ Emergency Management Coordinator

Name and Title: _____

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: _____