

**LANSING SCHOOL DISTRICT**  
**School Emergency Drills**  
**Documentation Form**

RECEIVED

NOV 09 2015

DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill

Time of Drill

Fire Drill (5 Required)

Standard Drill

Name of Reporting School: Cumberland

Date of Drill: October 1, 2015 Time drill was held: 1:40 PM

Exact time required to evacuate/shelter/secure: 4 minutes

Total Participants: 350

Remarks:

This report is for emergency drill # 2 for school year: **2015-2016**

Name of person conducting drill: Martha Rusesky

Title of person conducting drill: Cumberland Principal

Signature of person conducting drill: *Martha Rusesky*

Drill Was Coordinated With:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

**Please forward to the Department of Public Safety within 48 hrs. of occurrence**

**LANSING SCHOOL DISTRICT**  
**School Emergency Drills**  
**Documentation Form**

RECEIVED

NOV 09 2015

DEPARTMENT OF PUBLIC SAFETY

Type of Drill

Time of Drill

Fire Drill (5 Required)

Standard Drill

Name of Reporting School: Lyons

Date of Drill: 10/5/15 Time drill was held: 9:45 AM

Exact time required to evacuate/shelter/secure: 50 seconds

Total Participants: 295

Remarks:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This report is for emergency drill # Fire Drill for school year: **2015-2016**

Name of person conducting drill: Terry Baker/Grace Gonzales

Title of person conducting drill: Principal/custodian

Signature of person conducting drill: 

Drill Was Coordinated With:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

**Please forward to the Department of Public Safety within 48 hrs. of occurrence**

# LANSING SCHOOL DISTRICT

## School Emergency Drills

### Documentation Form

RECEIVED

FEB 11 2016

DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill

Time of Drill

Lockdown Drill (3 Required)

Standard Drill

Name of Reporting School: Riddle

Date of Drill: 10/5/15 Time drill was held: 9:00 AM

Exact time required to evacuate/shelter/secure: secure

Total Participants: 240

Remarks:

---

---

---

This report is for emergency drill # 3 for school year: 2015-2016

Name of person conducting drill: Marilyn Earley

Title of person conducting drill: Principal

Signature of person conducting drill: Marilyn Earley

Drill Was Coordinated With:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

Please forward to the Department of Public Safety within 48 hrs. of occurrence

# Documentation Form

Type of Drill

Time of Drill

Fire Drill (5 Required)

Standard Drill

**RECEIVED**

Name of Reporting School: Pattengill Elementary

OCT 3 2 2015

Date of Drill: 10/9/15

Time drill was held: 10:00

DEPARTMENT OF  
PUBLIC SAFETY

Exact time required to evacuate/shelter/secure: 10:05

Total Participants: 507

Remarks:

---

---


---

This report is for emergency drill # 3<sup>rd</sup> for school year: **2015-2016**

Name of person conducting drill: Tony Forsthoefel

Title of person conducting drill: Principal

Signature of person conducting drill:



Drill Was Coordinated With:

- City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

- Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

- Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

**Please forward to the Department of Public Safety within 48 hrs. of occurrence**



**LANSING SCHOOL DISTRICT**  
**School Emergency Drills Documentation**  
**Form**

Type of Drill      **FIRE**

Time of Drill    **3:00 PM**

Name of Reporting School: Mt. Hope STEAM Magnet Elementary

Date of Drill: 10/09/15

Exact time required to evacuate/shelter/secure: 1 min. 30 sec.

Total Participants: 232

Remarks: All went well

**RECEIVED**

OCT 22 2015

DEPARTMENT OF  
PUBLIC SAFETY

This report is for emergency drill # 3 for school year: **2015-2016**

Name of person conducting drill: \_\_\_\_\_ Mrs. Elizabeth Jones

Title of person conducting drill: \_\_\_\_\_ Principal

Signature of person conducting drill: 

Drill Was Coordinated With:

City Emergency Management Coordinator

Name & Title \_\_\_\_\_ **AND**

Law Enforcement (county sheriff or chief of police or designee or MSP) Name & Title \_\_\_\_\_ **OR**

Fire (fire chief or designee)

Name & Title \_\_\_\_\_

**Please forward to the Department of Public Safety within 48 hrs. of occurrence**

**LANSING SCHOOL DISTRICT**  
**School Emergency Drills**  
**Documentation Form**

RECEIVED

OCT 13 2015

DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill

Time of Drill

Fire Drill (5 Required)

Standard Drill

Name of Reporting School: Riddle

Date of Drill: 10/12/15 Time drill was held: 2:30 PM

Exact time required to evacuate/shelter/secure: evacuate 1Min 40 sec

Total Participants: 240

Remarks:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This report is for emergency drill # 4 for school year: **2015-2016**

Name of person conducting drill: Marilyn Earley

Title of person conducting drill: Principal

Signature of person conducting drill: Marilyn Earley

Drill Was Coordinated With:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

Please forward to the Department of Public Safety within 48 hrs. of occurrence

**LANSING SCHOOL DISTRICT**  
**School Emergency Drills**  
**Documentation Form**

RECEIVED

Type of Drill

OCT 13 2015  
Time of Drill

Fire Drill (5 Required)

Standard Drill  
DEPARTMENT OF PUBLIC SAFETY

Name of Reporting School: J.W. SEXTON HIGH SCHOOL

Date of Drill: 10/12/15 Time drill was held: 1:40 PM

Exact time required to evacuate/shelter/secure: 2 MINUTES 57 SECONDS

Total Participants: 7TH - 12TH GRADE

Remarks:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This report is for emergency drill # 3 for school year: **2015-2016**

Name of person conducting drill: SANDRA NOECKER

Title of person conducting drill: PRINCIPAL

Signature of person conducting drill: *Sandra Noecker*

Drill Was Coordinated With:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

**Please forward to the Department of Public Safety within 48 hrs. of occurrence**

LANSING SCHOOL DISTRICT  
School Emergency Drills  
Documentation Form

RECEIVED

FEB 10 2016

DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill

Time of Drill

Tornado Drill (2 Required)

During Other Event

Fire Drill

Name of Reporting School:

Attwood Elementary

Date of Drill:

10-12-15

Time drill was held:

9:00

AM

Exact time required to evacuate/shelter/secure:

9:05

Total Participants:

300

Remarks:

This report is for emergency drill # 2 for school year: 2015-2016

Name of person conducting drill:

Sharon Pease

Title of person conducting drill:

Principal

Signature of person conducting drill:

*Sharon Pease*

Drill Was Coordinated With:

- City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

AND

- Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

- Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

Please forward to the Department of Public Safety within 48 hrs. of occurrence



RECEIVED

# LANSING SCHOOL DISTRICT School Emergency Drills Documentation Form

FEB 05 2016

DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill

Time of Drill

Fire Drill (5 Required)

Standard Drill

Name of Reporting School: Everett High School

Date of Drill: October 12, 2015 Time drill was held: 9:15 AM

Exact time required to evacuate/shelter/secure: 4 minutes 38 seconds

Total Participants: 1,700

Remarks:

Fire Drill Completed

This report is for emergency drill # 4 for school year: 2015-2016

Name of person conducting drill: Dustin Gill

Title of person conducting drill: Assistant Principal

Signature of person conducting drill: **Dustin Gill**

Digitally signed by Dustin Gill  
DN: cn=Dustin Gill, o=Everett High School, ou=Assistant  
Principal, email=Dustin\_gill@lansingschools.net, c=US  
Date: 2015.09.15 10:12:01 -0400

Drill Was Coordinated With:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title Colin Bruce TLO

OR

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

Please forward to the Department of Public Safety within 48 hrs. of occurrence

**LANSING SCHOOL DISTRICT**  
**School Emergency Drills**  
**Documentation Form**

RECEIVED

OCT 13 2015

DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill

Time of Drill

Fire Drill (5 Required)

During Other Event

Name of Reporting School: Attwood

Date of Drill: 10/6/15 Time drill was held: 11:00 AM

Exact time required to evacuate/shelter/secure: 5 minutes 20 sec

Total Participants: 308

Remarks:

This report is for emergency drill # 1 for school year: **2015-2016**

Name of person conducting drill: Sharon Pease

Title of person conducting drill: Principal

Signature of person conducting drill: Sharon Pease

Drill Was Coordinated With:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

**Please forward to the Department of Public Safety within 48 hrs. of occurrence**

RECEIVED

# LANSING SCHOOL DISTRICT School Emergency Drills

Documentation Form

OCT 15 2015

DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lock Down (3 required)

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: EASTERN

Date of Drill: 10-14-15 Time drill was held: 2:36 (pm/am)

Exact time required to evacuate/shelter/secure: 4 MIN

Total Participants: 1300

Remarks:  
\_\_\_\_\_  
\_\_\_\_\_

This report is for emergency drill # 2 for school year 15/16

Name of person conducting drill: Donna Pohl

Title of person conducting drill: PRINCIPAL

Signature of person conducting drill: [Signature]

Drill was coordinated with:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

AND

Law Enforcement (DPS Public Safety, county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

Please forward to the Department of Public Safety within 48 hrs. of occurrence



1

RECEIVED

OCT 14 2015

**LANSING SCHOOL DISTRICT** DEPARTMENT OF PUBLIC SAFETY  
**School Emergency Drills**  
 Documentation Form

Type of Drill

Time of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lock Down (3 required)

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Lewton

Date of Drill: 10-14-15 Time drill was held: 3:00 (pm/am)

Exact time required to evacuate/shelter/secure: 9 mins

Total Participants: 23

Remarks:

This report is for emergency drill # Fire # 1 for school year 2015-2016

Name of person conducting drill: Tom Buffett

Title of person conducting drill: principal

Signature of person conducting drill: [Signature]

Drill was coordinated with:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

AND

Law Enforcement (DPS Public Safety, county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

**Please forward to the Department of Public Safety within 48 hrs. of occurrence**



**LANSING SCHOOL DISTRICT**  
**School Emergency Drills**  
**Documentation Form**

**RECEIVED**

Type of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill (3 required)

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Sheridan Road

Date of Drill: 10/14/15 Time drill was held: 1:34 P.M. (pm/am)

Exact time required to evacuate/shelter/secure: 70 seconds

Total Participants: 315

Remarks:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This report is for emergency drill #2 for school year 2015-16.

Name of person conducting drill: Jessica Benavides

Title of person conducting drill: Principal

Signature of person conducting drill: \_\_\_\_\_

Drill Was Coordinated With:

- City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

- Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

- Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

**LANSING SCHOOL DISTRICT**  
**School Emergency Drills**  
**Documentation Form**

RECEIVED

OCT 15 2015

Type of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill (3 required)

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

DEPARTMENT OF  
PUBLIC SAFETY

Name of Reporting School: Willow Elementary School

Date of Drill: 10-13-15 Time drill was held: 2:30 (pm/am)

Exact time required to evacuate/shelter/secure: immediately

Total Participants: All students 202

Remarks:

---

---

---

This report is for emergency drill # \_\_\_\_\_ for school year 2015/2016

Name of person conducting drill: Steven Lonzo / Latacha Pette

Title of person conducting drill: Principal / Secretary

Signature of person conducting drill: Latacha Pette

Drill Was Coordinated With:

- City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

AND

- Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

- Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

**LANSING SCHOOL DISTRICT**  
**School Emergency Drills**  
**Documentation Form**

RECEIVED

OCT 15 2015

DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill

Time of Drill

Fire Drill (5 Required)

During Recess

Name of Reporting School: North Elementary School

Date of Drill: October 15, 2015

Time drill was held: 2:15

PM

Exact time required to evacuate/shelter/secure: 1:17

Total Participants: 550

**Remarks:**

No problems reported

This report is for emergency drill # 2 for school year: **2015-2016**

Name of person conducting drill: Heather Hoisington

Title of person conducting drill: Assistant Principal

Signature of person conducting drill: 

Drill Was Coordinated With:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

**Please forward to the Department of Public Safety within 48 hrs. of occurrence**



**LANSING SCHOOL DISTRICT**  
**School Emergency Drills**  
**Documentation Form**

RECEIVED

OCT 16 2015

DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill

Time of Drill

Fire Drill (5 Required)

During Other Event

Name of Reporting School: Wexford Montessori Academy

Date of Drill: Oct. 15, 2015 Time drill was held: 2:00 PM

Exact time required to evacuate/shelter/secure: 1 minute 28 seconds

Total Participants: 377

Remarks:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This report is for emergency drill #<sup>2</sup> \_\_\_\_\_ for school year: **2015-2016**

Name of person conducting drill: Nancy Lubeski

Title of person conducting drill: Principal

Signature of person conducting drill: **Nancy Lubeski** Digitally signed by Nancy Lubeski  
Date: 2015.10.15 23:00:39 -04'00'

Drill Was Coordinated With:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

**Please forward to the Department of Public Safety within 48 hrs. of occurrence**



# Documentation Form

Type of Drill

Time of Drill

Tornado Drill (2 Required)

Standard Drill

**RECEIVED**

Name of Reporting School: Pattengill Elementary

OCT 3 2 2015

Date of Drill: October 16, 2015

Time drill was held: 10:05

AM  
DEPARTMENT OF  
PUBLIC SAFETY

Exact time required to evacuate/shelter/secure: 10:16 AM

Total Participants: 507

Remarks:

---

---


---

This report is for emergency drill # 1 for school year: **2015-2016**

Name of person conducting drill: Tony Forstheofel

Title of person conducting drill: Principal

Signature of person conducting drill:



Drill Was Coordinated With:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

**Please forward to the Department of Public Safety within 48 hrs. of occurrence**

RECEIVED

OCT 23 2015

LANSING SCHOOL DISTRICT  
School Emergency Drills  
Documentation Form

DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill (3 required)

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Hill Center

Date of Drill: 10/19/15 Time drill was held: 2:31 p.m. (pm/am)

Exact time required to evacuate/shelter/secure: 2:31 - 2:35 p.m.

Total Participants: Adult Ed. students, staff, Schmidt Community Center, etc. (not LPD)

Remarks:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This report is for emergency drill # 3 for school year 2015-16

Name of person conducting drill: Susan Land

Title of person conducting drill: Director, Student Services/PACE

Signature of person conducting drill: *Susan Land*

Drill Was Coordinated With:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

**LANSING SCHOOL DISTRICT**  
**School Emergency Drills**  
**Documentation Form**

RECEIVED

OCT 20 2015

DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill (3 required)

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Post Oak Academy

Date of Drill: 10/20/15 Time drill was held: 2:30:00-2:31:30 (pm/am)

Exact time required to evacuate/shelter/secure: 1 min 30 sec

Total Participants: 353

Remarks: Several classroom doors were left open; some students were grabbing pushing others or trying to run out of the building.

This report is for emergency drill # 2 for school year 2014-15

Name of person conducting drill: Camela Diaz

Title of person conducting drill: Principal

Signature of person conducting drill: Camela S. Diaz

Drill Was Coordinated With:

- City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

- Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

- Fire (fire chief or designee)  
Name & Title \_\_\_\_\_



# LANSING SCHOOL DISTRICT

## School Emergency Drills

### Documentation Form

Type of Drill

Tornado Drill (2 Required)

Time of Drill  
**RECEIVED**

During Other Event  
OCT 21 2015

DEPARTMENT OF  
PUBLIC SAFETY

Name of Reporting School: Ken don

Date of Drill: 10-20-15 Time drill was held: 2:45 ~~AM~~ PM

Exact time required to evacuate/shelter/secure: 4 mins

Total Participants: 190

Remarks:

---

---

---

This report is for emergency drill # 4 for school year: **2015-2016**

Name of person conducting drill: La Donna Mask

Title of person conducting drill: Principal

Signature of person conducting drill: La Donna Mask

Drill Was Coordinated With:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

Please forward to the Department of Public Safety within 48 hrs. of occurrence



2039

# LANSING SCHOOL DISTRICT

## School Emergency Drills

### Documentation Form

RECEIVED

Type of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lock Down/Shelter in Place Drill (3 required)

Time of Drill OCT 21 2015

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Willow Elementary

Date of Drill: 10-21-15 Time drill was held: 12:40 (pm/am)

Exact time required to evacuate/shelter/secure: immediately

Total Participants: All students -

Remarks:

---

---

---

This report is for emergency drill # 2 for school year 2015/2016.

Name of person conducting drill: Steven Lonzo / Latasha Potts

Title of person conducting drill: Principal / Secretary

Signature of person conducting drill: Latasha Potts

Drill Was Coordinated With:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

AND

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

**LANSING SCHOOL DISTRICT**  
**School Emergency Drills Documentation**  
**Form**

Type of Drill      FIRE

Time of Drill      1:35 PM

Name of Reporting School: Mt. Hope STEAM Magnet Elementary

**RECEIVED**

Date of Drill: 10/21/15

OCT 22 2015

Exact time required to evacuate/shelter/secure: 1 min. 29 sec.

DEPARTMENT OF  
PUBLIC SAFETY

Total Participants: 232

Remarks: All went well

This report is for emergency drill # 4 for school year: 2015-2016

Name of person conducting drill: \_\_\_\_\_ Mrs. Elizabeth Jones

Title of person conducting drill: \_\_\_\_\_ Principal

Signature of person conducting drill: 

Drill Was Coordinated With:

City Emergency Management Coordinator

Name & Title \_\_\_\_\_ AND

Law Enforcement (county sheriff or chief of police or designee or MSP) Name & Title \_\_\_\_\_ OR

Fire (fire chief or designee)

Name & Title \_\_\_\_\_

**Please forward to the Department of Public Safety within 48 hrs. of occurrence**

RECEIVED

NOV 3 2015

DEPARTMENT OF PUBLIC SAFETY

# LANSING SCHOOL DISTRICT School Emergency Drills

Documentation Form

Type of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lock Down (3 required)

Time of Drill

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Wainwright

Date of Drill: 10/22/15 Time drill was held: 3:21 (pm/am)

Exact time required to evacuate/shelter/secure: 1:30

Total Participants: 7

Remarks:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This report is for emergency drill # 1 for school year 2015-16

Name of person conducting drill: Wendy Andrews

Title of person conducting drill: Secretary

Signature of person conducting drill: Wendy Andrews

Drill was coordinated with:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

AND

Law Enforcement (DPS Public Safety, county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

Please forward to the Department of Public Safety within 48 hrs. of occurrence



**LANSING SCHOOL DISTRICT**  
**School Emergency Drills**  
**Documentation Form**

**RECEIVED**

FEB 16 2016

Type of Drill

Time of Drill

DEPARTMENT OF  
PUBLIC SAFETY

Fire Drill (5 Required)

During Lunch

Name of Reporting School: Wexford Montessori Academy

Date of Drill: 10/23/15 Time drill was held: 12:48 PM

Exact time required to evacuate/shelter/secure: 2 minutes 10 seconds

Total Participants: 368

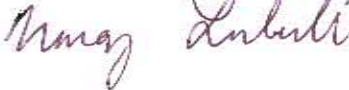
Remarks:

Drill occurred during lunch / lunch recess.

This report is for emergency drill # 3 for school year: **2015-2016**

Name of person conducting drill: Nancy Lubeski

Title of person conducting drill: Principal

Signature of person conducting drill: 

Drill Was Coordinated With:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

**Please forward to the Department of Public Safety within 48 hrs. of occurrence**



# LANSING SCHOOL DISTRICT School Emergency Drills

Documentation Form

RECEIVED

OCT 26 2015

### Type of Drill

- Fire Drill (5 required)
- Tornado Drill (2 required)
- Lock Down (3 required)

### Time of Drill

- Standard
- Class Change
- Recess
- Other Events

DEPARTMENT OF  
PUBLIC SAFETY

Name of Reporting School: Cavanaugh STEAM

Date of Drill: 10/26/15 Time drill was held: 9:30 (pm/am)

Exact time required to evacuate/shelter/secure: \_\_\_\_\_

Total Participants: 270

Remarks:

This report is for emergency drill # 2 for school year 2015-16

Name of person conducting drill: Angela Tarry

Title of person conducting drill: Principal

Signature of person conducting drill: [Signature]

Drill was coordinated with:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

AND

Law Enforcement (DPS Public Safety, county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

OR:

Fire (fire chief or designee)  
Name & Title Sandra & Alexis  
call in Call back

Please forward to the Department of Public Safety within \_\_\_\_\_ hrs. of occurrence

**LANSING SCHOOL DISTRICT**  
**School Emergency Drills**  
**Documentation Form**

RECEIVED

OCT 26 2015

DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill

Time of Drill

Fire Drill (5 Required)

Standard Drill

Name of Reporting School: Beekman Center

Date of Drill: October 26, 2015

Time drill was held: 10:10

AM

Exact time required to evacuate/shelter/secure: 4:27

Total Participants: 240 staff/students

Remarks:

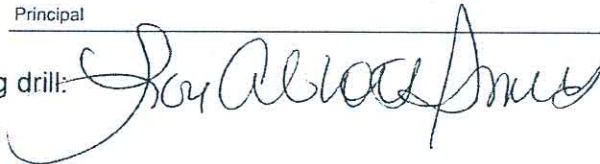
Lots of help and support for our SXI classroom by our EI high school classroom.

This report is for emergency drill #2 for school year: **2015-2016**

Name of person conducting drill: Lori Abbott-Smith

Title of person conducting drill: Principal

Signature of person conducting drill:



Drill Was Coordinated With:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

**Please forward to the Department of Public Safety within 48 hrs. of occurrence**

**LANSING SCHOOL DISTRICT**  
**School Emergency Drills Documentation**  
**Form**

Type of Drill      **LOCKDOWN**

Time of Drill    **3:05 PM**

Name of Reporting School: **Mt. Hope STEAM Magnet Elementary**

Date of Drill: **10/27/15**

Exact time required to evacuate/shelter/secure: **4 min. 34 sec.**

Total Participants: **232**

Remarks: All went well

**RECEIVED**

OCT 29 2015

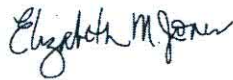
DEPARTMENT OF  
PUBLIC SAFETY

This report is for emergency drill # 5 for school year: **2015-2016**

Name of person conducting drill: \_\_\_\_\_ Mrs. Elizabeth Jones

Title of person conducting drill: \_\_\_\_\_ Principal

Signature of person conducting drill:



Drill Was Coordinated With:

City Emergency Management Coordinator

Name & Title \_\_\_\_\_ **AND**

Law Enforcement (county sheriff or chief of police or designee or MSP) Name & Title \_\_\_\_\_ **OR**

Fire (fire chief or designee)

Name & Title \_\_\_\_\_

**Please forward to the Department of Public Safety within 48 hrs. of occurrence**



**LANSING SCHOOL DISTRICT**  
**School Emergency Drills**  
**Documentation Form**

**RECEIVED**  
OCT 28 2015  
DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill

Time of Drill

Fire Drill (5 Required)

During Lunch

Name of Reporting School: Fairview STEM

Date of Drill: 10/28/15 Time drill was held: 12:45 PM

Exact time required to evacuate/shelter/secure: 1 minute

Total Participants: 230

Remarks:

Raining!

This report is for emergency drill #<sup>3</sup> \_\_\_\_\_ for school year: **2015-2016**

Name of person conducting drill: Janice Marchal

Title of person conducting drill: Principal

Signature of person conducting drill: **Janice Marchal** Digitally signed by Janice Marchal  
Date: 2015.10.28 12:54:27 -04'00'

Drill Was Coordinated With:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

**Please forward to the Department of Public Safety within 48 hrs. of occurrence**

**LANSING SCHOOL DISTRICT**  
**School Emergency Drills**  
**Documentation Form**

RECEIVED

NOV 09 2015

DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill

Time of Drill

Fire Drill (5 Required)

Standard Drill

Name of Reporting School: Cumberland

Date of Drill: October 29, 2015 Time drill was held: 2:40 PM

Exact time required to evacuate/shelter/secure: 3.5 minutes

Total Participants: 350

Remarks:

This report is for emergency drill #3 for school year: **2015-2016**

Name of person conducting drill: Martha Rusesky

Title of person conducting drill: Cumberland Principal

Signature of person conducting drill: *Martha Rusesky*

Drill Was Coordinated With:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_

**Please forward to the Department of Public Safety within 48 hrs. of occurrence**

**LANSING SCHOOL DISTRICT**  
**School Emergency Drills**  
**Documentation Form**

**RECEIVED**  
OCT 30 2015  
DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill

Time of Drill

- |   |                          |              |
|---|--------------------------|--------------|
| Fire Drill (5 required)                       | X                        | Standard     |
| X Tornado Drill (2 required)                  | <input type="checkbox"/> | Class Change |
| Lock Down/Shelter in Place Drill (3 required) | <input type="checkbox"/> | Recess       |
|   | <input type="checkbox"/> | Other Events |

Name of Reporting School: Post Oak Academy

Date of Drill: 10/29/15 Time drill was held: 2:18:00-2:22:45 (pm/am)

Exact time required to evacuate/shelter/secure: 4 min 45 sec

Total Participants: 364

Remarks: Some preschool students had difficulty understanding the procedure; all other students did a great job!

This report is for emergency drill # 3 for school year 2015-16.

Name of person conducting drill: Camela Diaz

Title of person conducting drill: Principal

Signature of person conducting drill: Camela S. Diaz

Drill Was Coordinated With:

City Emergency Management Coordinator  
Name & Title \_\_\_\_\_

**AND**

Law Enforcement (county sheriff or chief of police or designee or MSP)  
Name & Title \_\_\_\_\_

**OR**

Fire (fire chief or designee)  
Name & Title \_\_\_\_\_