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DEC 01 2015

# LANSING SCHOOL DISTRICT School Emergency Drills

DEPARTMENT OF  
PUBLIC SAFETY

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: 12/1/2015 Time drill was held: 11:52 (pm/am)

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

Total Participants: 23

Remarks:

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

This report is for emergency drill # 4 for school year 2015-16

Name of person conducting drill: M. Alward & W. Andrews

Title of person conducting drill: SE Director, 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

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**School Emergency Drills**  
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Type of Drill

Time of Drill

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PUBLIC SAFETY

Lockdown Drill (3 Required)

Standard Drill

Name of Reporting School: Cumberland

Date of Drill: December 1, 2015 Time drill was held: 2:00 PM

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

Total Participants: 350

Remarks:

All classroom doors locked. Students quiet and out of sight.

This report is for emergency drill # 5 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 \_\_\_\_\_

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Type of Drill

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

DEC 03 2015  
Time of Drill

- 
- 
- 
- 

DEPARTMENT OF  
Standard SAFETY  
Class Change  
Recess  
Other Events

Name of Reporting School: Lansing Stearns Academy

Date of Drill: 12-2-15 Time drill was held: 11:50 (pm/am)

Exact time required to evacuate/shelter/secure: 6 Min

Total Participants: 600

Remarks:

Malfunction of fire alarm 2nd floor mechanical room by computer lab - during 6-8 grade lunches.

This report is for emergency drill # 7 for school year 15/16

Name of person conducting drill: LaMar Wilson

Title of person conducting drill: Assistant Principal

Signature of person conducting drill: [Signature]

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 \_\_\_\_\_

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PUBLIC SAFETY

Type of Drill

Time of Drill

Lockdown Drill (3 Required)

Standard Drill

Name of Reporting School: Lyons

Date of Drill: 12/4/15

Time drill was held: 9:20

AM

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

Total Participants: 300

Remarks:

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

Name of person conducting drill: Terry Baker

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 \_\_\_\_\_

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Type of Drill

DEPARTMENT OF  
PUBLIC SAFETY

Lockdown Drill (3 Required)

Standard Drill

Name of Reporting School: Riddle

Date of Drill: 12/7/15 Time drill was held: 3:00 PM

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

Total Participants: 277

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

This report is for emergency drill # 8 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 \_\_\_\_\_

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**School Emergency Drills**  
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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 - SE Department

Date of Drill: 12/8/2015 Time drill was held: 10:09 (pm/am)

Exact time required to evacuate/shelter/secure: 1:08

Total Participants: 1

Remarks:

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

This report is for emergency drill # 5 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 \_\_\_\_\_

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**Documentation Form**

DEC 03 2015

DEPARTMENT OF  
PUBLIC SAFETY

**Type of Drill**

**Time of Drill**

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

Name of Reporting School: Sheridan Road

Date of Drill: 12/08/15 Time drill was held: 9:20 A.M.

Exact time required to evacuate/shelter/secure: drill lasted 5 minutes

Total Participants: 315

Remarks:

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

This report is for emergency drill #6 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 \_\_\_\_\_

John  
12/9/11  
11:47pm

# LANSING SCHOOL DISTRICT

## School Emergency Drills

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DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill

Time of Drill

Lockdown Drill (3 Required)

During Class Change

Name of Reporting School: North Elementary School

Date of Drill: December 8, 2015 Time drill was held: 2:46 PM

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

Total Participants: 580

**Remarks:**

Concerns that teachers' keys do not lock rooms such as computer labs and library.

This report is for emergency drill # 5 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 \_\_\_\_\_

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# LANSING SCHOOL DISTRICT

## School Emergency Drills

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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: Gier Park Elem.

Date of Drill: 12-09-15 Time drill was held: 10:55 (pm/am)

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

Total Participants: 293 students + 28 staff = 321 total

Remarks:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Name of person conducting drill: Rebecca Stephens

Title of person conducting drill: Principal

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

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 \_\_\_\_\_

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# LANSING SCHOOL DISTRICT

## School Emergency Drills

### Documentation Form

DEC 16 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: Hill Center

Date of Drill: 12/15/15 Time drill was held: 1:04 p.m. (pm/am)

Exact time required to evacuate/shelter/secure: 1:04 - 1:10 p.m.

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

Remarks:

PA system cannot be heard in the Schmidt Southside Community Center Office

This report is for emergency drill # 6 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 RECEIVED

## School Emergency Drills Documentation Form

DEC 16 2015

DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill

Time of Drill

Lockdown Drill (3 Required)

Standard Drill

Name of Reporting School: Fairview STEM Magnet

Date of Drill: 12/16/15 Time drill was held: 11:07 AM

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

Total Participants: 220

Remarks:

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This report is for emergency drill # 5 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: 2015.12.16 11:22:02 -05'00'

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 \_\_\_\_\_

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# LANSING SCHOOL DISTRICT School Emergency Drills Documentation Form

FEB 05 2016

DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill

Time of Drill

Lockdown Drill (3 Required)

Standard Drill

Name of Reporting School: Everett High School

Date of Drill: December 15, 2015 Time drill was held: 9:45 AM

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

Total Participants: 1,700

Remarks:

Drill Completed

This report is for emergency drill #6 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=cusin.gil@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 Calvin Benson J.D.

OR

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

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FEB 19 2016

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: PATTENGILL

Date of Drill: 12/11/15 Time drill was held: 10:00 A.M. (pm/am)

Exact time required to evacuate/shelter/secure: 1 MIN. 40 SEC.

Total Participants: 515

Remarks:

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

Name of person conducting drill: Tony Forsthoefel

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 (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 **RECEIVED**

### Documentation Form

FEB 09 2016

#### Type of Drill

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

#### Time of Drill OF DEPARTMENT OF PUBLIC SAFETY

- Standard
- Class Change
- Recess
- Other Events

Name of Reporting School: Forest View Elementary

Date of Drill: 12/08/2015 Time drill was held: 1:10 PM

Exact time required to evacuate/shelter/secure: 1 min 35 seconds

Total Participants: 261

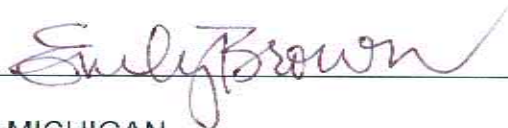
Remarks: Perceived Internal Threat

This report is for emergency drill # 6 for school year 2015/2016.

Name of person conducting drill: Emily Brown

Title of person conducting drill: Principal

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



Drill Was Coordinated With: STATE OF MICHIGAN

- 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 \_\_\_\_\_

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

DEPARTMENT OF  
PUBLIC SAFETY

Type of Drill

Time of Drill

Lockdown Drill (3 Required)

Standard Drill

Name of Reporting School: Wexford Montessori Academy

Date of Drill: 12/7/15 Time drill was held: 10:14 AM

Exact time required to evacuate/shelter/secure: 1 minutes 38 seconds

Total Participants: 377

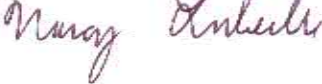
Remarks:

Regular lockdown drill.

This report is for emergency drill # 5 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 \_\_\_\_\_

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