



Livingston County Emergency Management

1911 Tooley Rd
Howell, Michigan 48843
Telephone: 517.540.7926
Fax: 517.546.6788

Jeffrey R. Boyd, Coordinator

Therese Cremonte, Emergency Manager

SCHOOL EMERGENCY PREPAREDNESS DRILL REQUIRED DOCUMENTATION

Person notifying local fire, police, OR Central Dispatch (517-546-9111) *Prior* to drill Jennifer Mykalis

School & District: Hawkins Elementary

Drill Type & Number: Fire ___ of 5 Tornado ___ of 2 (circle one) Lock Down / Shelter in Place 1 of 3

Check here if a Cardiac Drill was conducted at same time as other drill ___

During: Class Time ___ Class Change ___ Recess ___ Lunch ___ Other ___ Summer School

Date of Drill: 10/26/22 Time of Drill: 1:30 Number of Participants: 550

Exact Time Span Needed to Evaluate, Lock Down or Safe Mode: _____

Observations / Remarks: _____

Does any information in the KNOX BOX need to be updated? _____

Name & Title of School Personnel Conducting Drill: Chris McAuliffe Principal

Signature: [Signature]

The drill was conducted in coordination with:

Emergency Manager (Required for Lock Down & Shelter in Place drills per P.A. 337 of 2006)

AND

Law Enforcement Agency _____

OR

Fire Department _____

e-mail this report to Livingston County Emergency Management: thcremonte@livgov.com



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Observations / Remarks: _____

Does any information in the KNOX BOX need to be updated? _____

Name & Title of School Personnel Conducting Drill: Chris McAuliffe - Principal

Signature: [Handwritten Signature]

The drill was conducted in coordination with:

Emergency Manager (Required for Lock Down & Shelter in Place drills per P.A. 337 of 2006)

AND

Law Enforcement Agency _____

OR

Fire Department _____