



Livingston County Emergency Management

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

Therese Cremonte, Coordinator

Kristi Wahoski, Planner

SCHOOL EMERGENCY PREPAREDNESS DRILL REQUIRED DOCUMENTATION

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

School & District: Spencer Elementary

Drill Type & Number: Fire 1 of 5 Tornado of 2 (circle one) Lock Down / Shelter in Place 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: 9-15-23 Time of Drill: 10:30 am Number of Participants: 600

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

Observations / Remarks: _____

Does any information in the KNOX BOX need to be updated? _____ (update at beginning & mid-year)

Name & Title of School Personnel Conducting Drill: Chelsea Boyd - Principal

Signature: Chelsea Boyd

The drill was conducted in coordination with:

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

[Signature] 9-15-23

AND
Law Enforcement Agency [Signature] #1304

OR
Fire Department _____

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



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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 _____

School & District: Hilton / Brighton Area Schools

Drill Type & Number: Fire 1 of 5 Tornado of 2 (circle one) Lock Down / Shelter in Place 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: 9/15/23 Time of Drill: 9:40 Number of Participants: 565

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: Erij Belanger, Principal

Signature: E Belanger

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 *[Signature]* *[Signature]* 9304

OR _____

Fire Department _____

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