

School Drill Documentation Form

| Type of Drill | Number/Schedule |
|-----------------|--|
| Fire | Five – Three drills must be completed by December 1 |
| Tornado | Two – One drill must be completed in March |
| Safety/Security | Three – One drill must be completed prior to December 1 and one after January 1 <ul style="list-style-type: none"> One drill shall include security measures that are appropriate to an emergency such as the release of a hazardous material. One drill shall include security measures of a potentially dangerous individual on or near the school premises. Seek input from the administration of the school and local public safety on the nature of the drill. |

Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.

School: Pleasantview Elementary
 Principal: Falicia Mooreland Trice
 Date of drill: 9/14/2023 Number of students: 241 Number of staff: 35
 Time initiated: 9:30 (a.m.)/p.m.) Time concluded: 9:32:02 (a.m.)/p.m.)

| Situation at Start of the Drill (Check the appropriate box) | | | |
|---|---|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Before school | <input checked="" type="checkbox"/> During class time | <input type="checkbox"/> Passing time | <input type="checkbox"/> Recess |
| <input type="checkbox"/> Lunch time | <input type="checkbox"/> Assembly | <input type="checkbox"/> After school | <input type="checkbox"/> Other: |

Remarks: alarm company called - kids did great for it being the first fire drill.

This report is for: Fire drill number 1 2 3 4 5 for the 2023/2024 school year
 (circle number next to applicable drill)
 Tornado drill number 1 2 for the 2023/2024 school year
 Safety/Security drill number 1 2 3 for the 2023/2024 school year

Name of person conducting drill: Falicia Trice
 Title of person conducting drill: Principal
 Signature or person conducting drill: [Signature] Date: 9/14/2023

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: Macomb County DEM Name: _____ Title: _____
 Agency: 911 Dispatch Name: _____ Title: _____
 Agency: _____ Name: _____ Title: _____

*Must post on the school's website within 30 days after completing the drill.
 Documentation of the completed school safety drills must be maintained on the school's website for at least three years.*

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Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.

School: Pleasantview Elementary
 Principal: Falicia Trice
 Date of drill: 10/20/23 Number of students: 227 Number of staff: 31
 Time initiated: 10:13 (a.m./p.m.) Time concluded: 10:15²⁷ (a.m./p.m.)

| Situation at Start of the Drill (Check the appropriate box) | | | |
|---|---|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Before school | <input checked="" type="checkbox"/> During class time | <input type="checkbox"/> Passing time | <input type="checkbox"/> Recess |
| <input type="checkbox"/> Lunch time | <input checked="" type="checkbox"/> Assembly | <input type="checkbox"/> After school | <input type="checkbox"/> Other: |

Remarks: _____

This report is for: _____ Fire drill number 1 **(2)** 3 4 5 for the 2023/2024 school year
(circle number next to applicable drill)

Tornado drill number 1 2 for the 2023/2024 school year

Safety/Security drill number 1 2 3 for the 2023/2024 school year

Name of person conducting drill: Kelly Burg
 Title of person conducting drill: At Risk Social Worker
 Signature or person conducting drill: Kelly Burg Date: 10/20/23

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: Macomb County DEM Name: _____ Title: _____
 Agency: 911 Dispatch Name: _____ Title: _____
 Agency: _____ Name: _____ Title: _____

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Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.

School: Pleasantview Elementary
 Principal: Falicia Trice
 Date of drill: 11/20/23 Number of students: 246 Number of staff: 31
 Time initiated: 9:25 (a.m./p.m.) Time concluded: 9:28:32 (a.m./p.m.)

| Situation at Start of the Drill (Check the appropriate box) | | | |
|---|--|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Before school | <input type="checkbox"/> During class time | <input type="checkbox"/> Passing time | <input type="checkbox"/> Recess |
| <input type="checkbox"/> Lunch time | <input checked="" type="checkbox"/> Assembly | <input type="checkbox"/> After school | <input type="checkbox"/> Other: |

Remarks: _____

This report is for: _____ Fire drill number 1 2 **3** 4 5 for the 2023/2024 school year
(circle number next to applicable drill)

Tornado drill number 1 2 for the 2023/2024 school year

Safety/Security drill number 1 2 3 for the 2023/2024 school year

Name of person conducting drill: Falicia Trice
 Title of person conducting drill: Principal
 Signature or person conducting drill: [Signature] Date: 11/20/2023

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: Macomb County DEM Name: _____ Title: _____
 Agency: 911 Dispatch Name: Staley Title: _____
 Agency: _____ Name: _____ Title: _____

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Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.

School: Pleasantview Elementary
 Principal: Falicia Trice
 Date of drill: 11/16/2023 Number of students: 240 Number of staff: 33
 Time initiated: 9:30 (a.m./p.m.) Time concluded: 9:32²⁴ (a.m./p.m.)

| Situation at Start of the Drill (Check the appropriate box) | | | |
|---|---|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Before school | <input checked="" type="checkbox"/> During class time | <input type="checkbox"/> Passing time | <input type="checkbox"/> Recess |
| <input type="checkbox"/> Lunch time | <input type="checkbox"/> Assembly | <input type="checkbox"/> After school | <input type="checkbox"/> Other: |

Remarks: LOCKDOWN

This report is for: (circle number next to applicable drill)

Fire drill number **1 2 3 4 5** for the 2023/2024 school year

Tornado drill number **1 2** for the 2023/2024 school year

Safety/Security drill number **① 2 3** for the 2023/2024 school year

Name of person conducting drill: Falicia Trice
 Title of person conducting drill: Principal
 Signature or person conducting drill: [Signature] Date: 11/16/2023

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

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Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.

School: Pleasantview Elementary
 Principal: Falicia Trice
 Date of drill: 1/12/24 Number of students: -210 Number of staff: 36 / 13 parents
 Time initiated: 130 (a.m./p.m.) Time concluded: 1:31.19 (a.m./p.m.)

| Situation at Start of the Drill (Check the appropriate box) | | | |
|---|--|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Before school | <input type="checkbox"/> During class time | <input type="checkbox"/> Passing time | <input type="checkbox"/> Recess |
| <input type="checkbox"/> Lunch time | <input checked="" type="checkbox"/> Assembly | <input type="checkbox"/> After school | <input type="checkbox"/> Other: |

Remarks: Lockdown - During Assembly w/parents

This report is for: Fire drill number 1 2 3 4 5 for the 2023/2024 school year
 (circle number next to applicable drill)
 Tornado drill number 1 2 for the 2023/2024 school year
 Safety/Security drill number 1 2 3 for the 2023/2024 school year

Name of person conducting drill: Falicia Trice
 Title of person conducting drill: Principal
 Signature or person conducting drill: [Signature] Date: 1/12/2024

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: _____ Name: _____ Title: _____
 Agency: _____ Name: _____ Title: _____
 Agency: _____ Name: _____ Title: _____

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| <i>Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.</i> | |

School: Pleasantview Elementary

Principal: Falicia Moreland-Trice

Date of drill: 2-22-24 Number of students: 230 Number of staff: 38

Time initiated: 10:30 a.m. (a.m./p.m.) Time concluded: 10:31.40 a.m. (a.m./p.m.)

| Situation at Start of the Drill (Check the appropriate box) | | | |
|---|---|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Before school | <input checked="" type="checkbox"/> During class time | <input type="checkbox"/> Passing time | <input type="checkbox"/> Recess |
| <input type="checkbox"/> Lunch time | <input type="checkbox"/> Assembly | <input type="checkbox"/> After school | <input type="checkbox"/> Other: |

Remarks: _____

This report is for: _____ Fire drill number **1 2 3 4 5** for the 2023/2024 school year
(circle number next to applicable drill)

Tornado drill number **1 2** for the 2023/2024 school year

Safety/Security drill number **1 2 3** for the 2023/2024 school year

Name of person conducting drill: Falicia Moreland-Trice

Title of person conducting drill: Principal

Signature or person conducting drill: Ms. Falicia Moreland-Trice Date: 2.22.2024

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

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| <i>Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.</i> | |

School: Pleasantview Elementary

Principal: Falicia Moreland-Trice

Date of drill: 03-21-24 Number of students: 230 Number of staff: 32

Time initiated: 1:30 p.m. (a.m./p.m.) Time concluded: 1:32.20 p.m. (a.m./p.m.)

| Situation at Start of the Drill (Check the appropriate box) | | | |
|---|---|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Before school | <input checked="" type="checkbox"/> During class time | <input type="checkbox"/> Passing time | <input type="checkbox"/> Recess |
| <input type="checkbox"/> Lunch time | <input type="checkbox"/> Assembly | <input type="checkbox"/> After school | <input type="checkbox"/> Other: |

Remarks: _____

This report is for:
 (circle number next to applicable drill)


Fire drill number **1 2 3 4 5** for the 2023/2024 school year

Tornado drill number **1 2** for the 2023/2024 school year

Safety/Security drill number **1 2 3** for the 2023/2024 school year

Name of person conducting drill: Falicia Moreland-Trice

Title of person conducting drill: Principal

Signature or person conducting drill:  Date: 3/21/2024

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

Agency: _____ Name: _____ Title: _____

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Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.

School: Pleasantview Elementary
 Principal: Falicia Moreland-Trice
 Date of drill: 4-18-2024 Number of students: 252 Number of staff: 29
 Time initiated: 1:30 (a.m./p.m.) Time concluded: 1:32.03 (a.m./p.m.)

| Situation at Start of the Drill (Check the appropriate box) | | | |
|---|---|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Before school | <input checked="" type="checkbox"/> During class time | <input type="checkbox"/> Passing time | <input type="checkbox"/> Recess |
| <input type="checkbox"/> Lunch time | <input type="checkbox"/> Assembly | <input type="checkbox"/> After school | <input type="checkbox"/> Other: |

Remarks: _____

This report is for: _____ Fire drill number **1 2 3 4** 5 for the 2023/2024 school year
(circle number next to applicable drill)

Tornado drill number **1 2** for the 2023/2024 school year

Safety/Security drill number **1 2 3** for the 2023/2024 school year

Name of person conducting drill: Kelly Burg
 Title of person conducting drill: ARSW
 Signature or person conducting drill: Kelly Burg Date: 4-18-2024

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: _____ Name: _____ Title: _____
 Agency: _____ Name: _____ Title: _____
 Agency: _____ Name: _____ Title: _____

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Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.

School: Pleasantview Elementary
 Principal: Falicia Moreland-TRICE
 Date of drill: 4/24/2024 Number of students: 254 Number of staff: 38
 Time initiated: 10:30 (a.m./p.m.) Time concluded: 10:31.45 (a.m./p.m.)

| Situation at Start of the Drill (Check the appropriate box) | | | |
|---|---|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Before school | <input checked="" type="checkbox"/> During class time | <input type="checkbox"/> Passing time | <input type="checkbox"/> Recess |
| <input type="checkbox"/> Lunch time | <input type="checkbox"/> Assembly | <input type="checkbox"/> After school | <input type="checkbox"/> Other: |

Remarks: _____

This report is for: _____ Fire drill number **1 2 3 4 5** for the 2023/2024 school year
 (circle number next to applicable drill)
 Tornado drill number **1 2** for the 2023/2024 school year
 Safety/Security drill number **1 2 3** for the 2023/2024 school year

Name of person conducting drill: Falicia Moreland-TRICE
 Title of person conducting drill: Principal
 Signature or person conducting drill: M. F. Moreland-Trice Date: 4/24/2024

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: _____ Name: _____ Title: _____
 Agency: _____ Name: _____ Title: _____
 Agency: _____ Name: _____ Title: _____

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Note - At least one of the drills must be conducted during a lunch or recess period, or at another time when students are gathered but not in classrooms.

School: Pleasantview Elementary
 Principal: Falicia Moreland-Trice
 Date of drill: 5-16-2024 Number of students: 245 Number of staff: 31
 Time initiated: 9:30 (a.m./p.m.) Time concluded: 9:32.00 (a.m./p.m.)

| Situation at Start of the Drill (Check the appropriate box) | | | |
|---|---|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Before school | <input checked="" type="checkbox"/> During class time | <input type="checkbox"/> Passing time | <input type="checkbox"/> Recess |
| <input type="checkbox"/> Lunch time | <input type="checkbox"/> Assembly | <input type="checkbox"/> After school | <input type="checkbox"/> Other: |

Remarks: _____

This report is for: _____ Fire drill number **1 2 3 4 5** for the 2023/2024 school year
 (circle number next to applicable drill)
 Tornado drill number **1 2** for the 2023/2024 school year
 Safety/Security drill number **1 2 3** for the 2023/2024 school year

Name of person conducting drill: Falicia Moreland-Trice
 Title of person conducting drill: Principal
 Signature or person conducting drill: Ms. F. Moreland-Trice Date: 5/16/2024

If the drill was coordinated with agencies such as law enforcement, fire department, or emergency management, list the agency, official's name, and title.

Agency: _____ Name: _____ Title: _____
 Agency: _____ Name: _____ Title: _____
 Agency: _____ Name: _____ Title: _____

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