

Fire, Tornado, and Shelter-in-Place Drill Report Form

School Name: Kalamazoo Covenant Academy Academic Year: 21-22 School Administrator: Kares Johnson

Signature: Kares Johnson

*****MCL 29.19 states in part that: 5 fire drills are required (3 by Dec. 1, 2 after Dec. 1), 2 tornado drills (1 in March), 3 shelter-in-place drills (1 by Dec. 1, 1 after Jan. 1, 1 your choice). One drill must be during lunch, recess, or another time when students are gathered outside of the classroom.*****

FIRE (5 total):

3 Fire Drills Before December 1:

Fire Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
1 of 5	9/21/21	1:30 pm	Kares Johnson	<i>Kares Johnson</i>	All students and staff exited building in 4 mi.
2 of 5	10/14/21	8:30 am	Kares Johnson	<i>Kares Johnson</i>	All students and staff exited building in 4 mi.
3 of 5	11/3/21	12:15 pm	Kares Johnson	<i>Kares Johnson</i>	Drill was held during student lunch.

2 Fire Drills after December 1:

Fire Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
4 of 5	4/26/22	12:43 pm	Kares Johnson	<i>Kares Johnson</i>	All students and staff exited building in 4 mi.
5 of 5	5/10/22	11:15	Kares Johnson	<i>Kares Johnson</i>	Best drill yet!

TORNADO (2 total):

1 Tornado Drill in March:

Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
1 of 2	3/16/22	9:00 AM	Kares Johnson	<i>Kares Johnson</i>	Not well executed. Two classrooms were confused and thought it was a fire drill.

1 Additional Tornado Drill:

Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
2 of 2	4/21/22	11:30 am	Kares Johnson	<i>Kares Johnson</i>	Well executed. Students in place in under two minutes.

SHELTER-IN-PLACE (3 total):

1 Shelter-in-Place by December 1:

Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Reason for Drill (i.e. gas leak, intruder, weapons)
1 of 3	11/11/21	11:30 am	Kares Johnson	<i>Kares Johnson</i>	Intruder

1 Shelter-in-Place after January 1:

Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Reason for Drill (i.e. gas leak, intruder, weapons)
2 of 3	1/11/22	8:57 am	Kares Johnson	<i>Kares Johnson</i>	Intruder

1 Additional Shelter-in-Place:

Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Reason for Drill (i.e. gas leak, intruder, weapons)
3 of 3	4/11/22	10:35 AM	Kares Johnson	<i>Kares Johnson</i>	Intruder

*****Which of the above listed drills took place during recess, lunch, or another time when students are gathered outside of the classroom?*****

Drill Type (Fire, Tornado, Shelter)	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Lunch, Recess, other? Please specify
Fire Drill	11/3/21	12:15 pm	Kares Johnson	<i>Kares Johnson</i>	Lunch