



Manistee Area Public School Emergency Drills Documentation Form

Reporting School: Manistee Middle High


School Year: 2026

Type and # of Drill (ie: #2/5)

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| <input checked="" type="checkbox"/> | Fire Drill (5 Required) 3 Drills in the fall, 2 in the remaining school year |
| | Tornado Safety Drill (2 Required) 1 in March 1 sometime during the school year |
| | Lock Down/Shelter in Place (3 Required) 1 Before December, 1 After January |
| | School Bus Emergency Evacuation Drill (3 Required) |

Time of Drill * At least one drill is required not to be during class time

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|-------------------------------------|---|
| <input checked="" type="checkbox"/> | During class time |
| | *In between classes/During class changes |
| | *Recess or Lunch Time |
| | Other time when a significant # of students are gathered, not in the classroom. |

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|--|--|
| Date and Time of Drill | Mar 25, 2026 1:45pM |
| Time required to evacuate/shelter/secure all personnel | 5 min |
| Total number of participants | 680 |
| Enhancements Made to the Drill <i>(ie: fire exits blocked, scenario given, missing student, etc...)</i> | None |
| Drill Remarks or Observations | All students and staff |
| Name of School Principal <i>(or designee)</i> | Mitchel Mast |
| Signature of School Principal |  |
| Name & Title of the Person Conducting Drill <i>(If drill conducted by someone other than principal)</i> | N/A |

Public Safety Agency Present For Drill *Name & Title*

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| | Emergency Management Coordinator |
| | Law Enforcement Agency |
| | Fire Department |