



Manistee Area Public School Emergency Drills Documentation Form

Reporting School: Manistee Middle High School

School Year: 2025/26

Type and # of Drill: Fire Drill #1 of 5

X (#5)	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*

9 am	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.

Date and Time of Drill	05/13/26 - 9:00am
Time required to evacuate/shelter/secure all personnel	4min 12sec
Total number of participants	680 (630 students, about 50 staff members)
Enhancements Made to the Drill <i>(ie: fire exits blocked, scenario given, missing student, etc...)</i>	
Drill Remarks or Observations	
Name of School Principal <i>(or designee)</i>	Mitchel Mast, Assistant Principal
Signature of School Principal	
Name & Title of the Person Conducting Drill <i>(If drill conducted by someone other than principal)</i>	Mitchel Mast, Assistant Principal

Public Safety Agency Present For Drill

	Emergency Management Coordinator -
	Law Enforcement Agency -
	Fire Department -Chief Tom Hernden