Shiawassee RESD

School Drill Documentation Form

School Year: 2026 / 2027

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 • 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: Student Learning Center East

Principal: Candice Osika

Date of drill: 11/13/26 Number of students: 17 Number of staff: 12

Time initiated: 9:30 (a.m./p.m.) Time concluded: 9:32 (a.m./p.m.)

Situation at Start of the Drill (Check the appropriate box)			
o Before school	o During class time	o Passing time	o Recess
o Lunch time	o Assembly	o After school	o Other:

Remarks: _____

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

Fire drill number **1 2 3 4 5** for this school year

Tornado drill number **1 2** for this school year

Safety/Security drill number **(1) 2 3** for this school year

Name of person conducting drill: Jeff Butcher

Title of person conducting drill: School Safety Coordinator

Signature or person conducting drill: _____ Date: 11/13/26

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: _____