

**School Emergency Drills**  
Documentation Form

<u>Type of Drill</u>	<u>Time of Drill</u>
<input checked="" type="checkbox"/> Fire Drill (5 required)	<input type="checkbox"/> Standard
<input type="checkbox"/> Tornado Drill (2 required)	<input type="checkbox"/> Class Change
<input type="checkbox"/> Lock Down/Shelter in Place Drill (3 required)	<input type="checkbox"/> Recess
	<input type="checkbox"/> Other Events

Name of reporting school: Kenowa Hills Public Schools ECC

Date of drill: 11/3/2022 Time drill was held: 9:30 am (pm/am)

Exact time required to evacuate/shelter/secure: 5 mins

Total participants: 155

Remarks: Went very well !

This report is for emergency drill # 5 for school year 2022-2023

Name of person conducting drill: Luke Scholten

Title of person conducting drill: Director of Early Childhood and Special Education

Signature of person conducting drill: *Luke Scholten*

Drill Was ***Coordinated*** With:

**County/Local Emergency Management Coordinator or designee**  
Name & Title Jack Stewart-County Emergency Coordinator

AND

**Law Enforcement** (county sheriff or chief of police or designee or MSP)  
Name & Title Officer Mitchal Harkema

OR

**Fire** (fire chief or designee)  
Name & Title \_\_\_\_\_