

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

School Name: Detroit Preparatory Academy

Academic Year: 2022-2023

School Administrator Signature: Jen McMillan

*****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	09/30	9:53 AM	Chad Shellabarger	Jen McMillan	Time: 4 mins 35 secs
2 of 5	11/29	10:59 AM	Chad Shellabarger	Jen McMillan	Time: 3 mins 45 secs
3 of 5	11/30	1:15 PM	Chad Shellabarger	Jen McMillan	Time: 3 mins 50 secs

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	05/22/23	9:45 AM	Chad Shellabarger	Jen McMillan	4:02 (Reverted to recess spots; correction given)
5 of 5	06/09/23	10:05 AM	Chad Shellabarger & Bethany Lee	Jen McMillan	Simulation with new operations manager

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	03/22/23	9:20 AM	Chad Shellabarger	Jen McMillan	Need to designate spots and put no one in front of glass

1 Additional Tornado Drill:

Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
2 of 2	05/08/23	9:35 AM	Chad Shellabarger	Jen McMillan	Much better with spots!

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	11/18/22	9:45 AM	Chad Shellabarger	Jen McMillan	Code Green

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	02/08/23	9:02 AM	Chad Shellabarger	Jen McMillan	Code Blue

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	06/09/23	11:29 AM	Chad Shellabarger	Jen McMillan	Code Green (Kinder came inside, but redirected to congregate in appropriate outdoor area)

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

All of them except for shelter in place #2 and tornado drill #2!

Drill Type (Fire, Tornado, Shelter)	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Lunch, Recess, other? Please specify

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

School Name: Detroit Prep

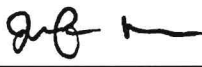
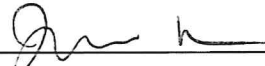

Academic Year 2019-20

School Administrator Signature: 

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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	9/9/19	2:50 pm	Jen McMillan		All crews followed initial exit procedure
2 of 5	10/14/19	1:00 pm	Jen McMillan		
3 of 5	11/22/19	8:45 am	Jen McMillan		

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					
5 of 5					

TORNADO (2 total):

1 Tornado Drill in March:

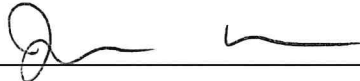
Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
1 of 2					

1 Additional Tornado Drill:

Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
2 of 2					

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	9/19	1:15 pm	Jen McMillan		community threat

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 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	2/3/20	10:45 am	Jen McMillan		code green


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

School Name: Detroit Prep




Academic Year: 20-21

School Administrator Signature: 



*****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	9/4/20	10:35am	Jen McMillan / Alexa O'Brien		Alarms triggered
2 of 5	9/8/20	9:13am	Jen McMillan / Alexa O'Brien		Alarms triggered
3 of 5	3/5/21	8:25am	Alexa O'Brien		Practice

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	6/9/21	10:35am	Jen McMillan / Alexa O'Brien		Practice
5 of 5	6/10/21	7:50am	Alexa O'Brien		Building problem

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	3/5/21	9:15am	Alexa O'Brien		Practice


1 Additional Tornado Drill:

Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
2 of 2	6/9/21	10:45am	Jen McMillan / Alexa O'Brien		Practice


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	9/10/20	12:35pm	Jen McMillan / Alexa O'Brien		Practice / stray dogs


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	3/5/21	9:15am	Alexa O'Brien		Practice

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	3/18/21	1:35pm	Jen McMillan / Alexa O'Brien		Neighborhood crisis

*****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
Tornado	6/9/21	10:45pm	Jen McMillan / Alexa O'Brien		Recess

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School Name: Detroit Prep

Academic Year 2021-2022

School Administrator Signature: [Signature]

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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	9/15/21	9:10-9:17a	Eljeh Andrews	[Signature]	
2 of 5	9/23/21	10:42-10:47a	Eljeh Andrews	[Signature]	
3 of 5	10/26/21	10:25-10:31a	Eljeh Andrews	[Signature]	

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	1/11/22 2/1/22	1:02p-1:06p	Eljeh Andrews	[Signature]	
5 of 5	5/10/22 4/27/22	1:02p-1:06p	Eljeh Andrews	[Signature]	

TORNADO (2 total):

1 Tornado Drill in March:

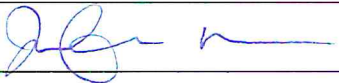
Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
1 of 2	12/8/21	1:01p-1:08p	Eljeh Andrews	[Signature]	

1 Additional Tornado Drill:

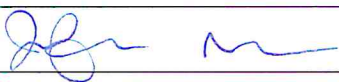
Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
2 of 2	3/15/22	10:02-10:05a	Eljeh Andrews	[Signature]	

SHELTER-IN-PLACE (3 total):

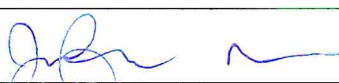
1 Shelter-in-Place by December 1:

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	11/4/21	3:00p-3:15p	Eljel Andreas		

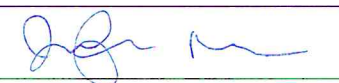
1 Shelter-in-Place after January 1:

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	1/22/21 1/17/21	9:50-9:55	Eljel Andreas		Gas leak in the room

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	12/9/21 12/3/21	11:00a-11:05a	Eljel Andreas		Evacuation drill

*****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
Shelter	10/12/21	1:50-1:55p	Eljel Andreas		Recess