

## School Drill Documentation

Type of Drill	Number/Schedule
Fire	Five drills – Three must be completed by December 1
Tornado	Two drills – One must be completed in March
Safety/Security	Three drills – One must be completed prior to December 1 and one after January 1 <ul style="list-style-type: none"> <li>One drill shall include security measures that are appropriate to an emergency, such as the release of a hazardous material.</li> <li>One drill shall include security measures of a potentially dangerous individual on or near the school premises.</li> <li>Seek input from the administration of the school and local public safety on the nature of the drill.</li> </ul>
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: North Star Montessori Academy      Principal: Angela Chang

Date of drill: 3/19/25      Number of students: 145      Number of Staff: 25

Time initiated: 11:00  a.m.  p.m.      Time concluded 11:03  a.m.  p.m.

Situation at Start of the Drill (Check the appropriate box)			
<input type="checkbox"/> Before school	<input checked="" type="checkbox"/> During class time	<input checked="" type="checkbox"/> Passing time	<input type="checkbox"/> Recess
<input checked="" type="checkbox"/> Lunch time	<input type="checkbox"/> Assembly	<input type="checkbox"/> After school	<input type="checkbox"/> Other:

Remarks:

This report is for:      Fire drill number  1  2  3  4  5 for the \_\_\_\_\_ school year  
 (check box next to applicable drill)      Tornado drill number  1  2 for the 24-25 school year  
    Safety/Security drill number  1  2  3 for the \_\_\_\_\_ school year

Name of person conducting drill: Angela Chang

Title of person conducting drill: Principal

Signature or person conducting drill: Angela Chang      Date: 3/19/25

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: Emergency Management      Name: Brian Hummel      Title: Manager

Agency: Fire Department      Name: Mike Gregorich      Title: Fire Chief

Agency: \_\_\_\_\_      Name: \_\_\_\_\_      Title: \_\_\_\_\_

*Must post on the school's website within 30 days after completing the drill.  
 The form must be maintained on the school website for at least three years.*