



**Office of Genesee County Sheriff**  
**Emergency Management/Homeland Security**  
**SHERIFF ROBERT J. PICKELL**

**Jenifer Boyer, P.E.M.**  
**Emergency Management Manager**  
**(810) 257-3064**  
**(810) 237-6169 (fax)**

**Undersheriff Christopher Swanson**  
**1002 S. Saginaw, Flint, MI 48502**  
**(810) 257-3407**  
**(810) 257-3077 (fax)**

*Staff  
FYI dates*

**GENESEE COUNY SCHOOL DRILLS SCHEDULE**

School Year 2016-2017

Drill Requirements

- A minimum of 5 fire drills (at least three drills held by December 1<sup>st</sup>, and two held in remaining part of the school year spaced reasonably).
- A minimum of 2 tornado drills (at least one drill to be conducted during March of the school year).
- A minimum of 3 Lockdown/shelter in place drills (at least one held by December 1<sup>st</sup>, at least one after January 1<sup>st</sup>).
- At least one of the drills are to be held during a lunch or recess time.

**NOTIFICATION OF DRILL SCHEDULE TO EMERGENCY MANAGEMENT DUE BY SEPT 15<sup>TH</sup>!!!!**

SCHOOL DISTRICT: St. Pius X Catholic School (In Carman Ainsworth District Area)

SCHOOL NAME: St. Pius X Catholic School

NAME OF SCHOOL PRINCIPAL: R.J. Kaplan Phone Number: 810-235-8572

**We plan to work with our LOCAL POLICE AGENCY: Flint Twp and LOCAL**

**FIRE AGENCY: Flint police to conduct our safety drills.**

SCHOOL SAFETY OFFICER (if one): Tammy Parillo Phone Number: 964-9239

**Fire Drills (5 required – 8 preferred)**

Drill #1 Date: <u>9/12/16</u> (by Dec 1 <sup>st</sup> ) <i>JP</i>	Drill #5 Date: <u>3/16/17</u> (after Dec 1 <sup>st</sup> ) <i>JP</i>
Drill #2 Date: <u>9/14/16</u> (by Dec 1 <sup>st</sup> ) <i>JP</i>	Extra: <u>3/20/17</u> (at any time)
Drill #3 Date: <u>10/13/16</u> (by Dec 1 <sup>st</sup> ) <i>JP</i>	Extra: _____ (at any time)
Drill #4 Date: <u>12/6/16</u> <i>JP</i> <u>1/4/17</u> <i>actual</i> (after Dec 1 <sup>st</sup> )	Extra: _____ (at any time)

**Tornado Drills (2 required)**

Drill #1 Date: <u>9/14/16</u> (at any time) <i>JP</i>	Extra: _____ (extra-anytime)
Drill #2 Date: <u>3/09/17</u> (in March) <i>JP</i>	Extra: _____ (extra-anytime)

**Lockdown/Shelter in Place/Secure Drills (3 required)**

Drill #1 Date: <u>9/8/16</u> (by Dec 1 <sup>st</sup> ) <i>JP</i>	Extra: <u>2/22/17</u> <u>3/20/17</u> (extra-anytime) <i>JP</i>
Drill #2 Date: <u>10/18/16</u> (after Jan 1 <sup>st</sup> ) <i>JP</i>	Extra: _____ (extra-anytime)
Drill #3 Date: <u>12/13/16</u> (at any time) <i>JP</i>	

Complete this form and email it to [jboyer@co.genesee.mi.us](mailto:jboyer@co.genesee.mi.us) or fax it to (810) 237-6169 **BY SEPT 15!!** In the event that a drill has to be cancelled, the school must reschedule the drill to occur within 10 school days of the cancelled drill and notify county emergency management of the rescheduled drill by email to [schooldrills@co.genesee.mi.us](mailto:schooldrills@co.genesee.mi.us). This form was produced to meet the emergency management notification requirements of the State of Michigan PA 12 of 2014, sec 19.

# Post-Incident and Exercise Review

## GENESEE COUNTY EMERGENCY DRILLS FOR SCHOOLS DOCUMENTATION FORM

### Type of Drill

- Fire Drill/Evacuation (6 required)
- Tornado (2 required)
- Lock Down and/or Shelter in Place Drill (2 required)

Drills must be coordinated with Genesee County  
Emergency Management via email @  
[schooldrills@co.genesee.mi.us](mailto:schooldrills@co.genesee.mi.us) and local Police/Fire

### Time of Drill

- Standard
- Class Change
- Recess

School District: Diocese of Lansing  
School: St Pius X  
Date of Drill: 9/8/16 Time: 9:45  
Exact Time required to evacuate/shelter/secure: \_\_\_\_\_  
Total Participants: 185  
Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This report is for emergency drill #: 1 for school year: 2016-2017  
Name of person conducting drill: R. J. Kaplan Title: Principal  
Signature of person conducting drill: [Signature]

### For Lockdown or Shelter-in-Place Drills

This drill was coordinated with:

Genesee County Emergency Manager: Jennifer Boyer = 810.257.3064

And

Local Law Enforcement: (County Sheriff or Police Chief or MSP or Designee)

Name: Title/Department: \_\_\_\_\_

Or

Local Fire (Fire Chief or Designee)

Name: Title/Department: \_\_\_\_\_

For LOCKDOWN or SHELTER-IN-PLACE drills only, fax this sheet to:

Genesee County Emergency Management 810.257.6169 and

Genesee Intermediate School District 810.591.4940

For all drills, please keep a copy with your building records.

# Post-Incident and Exercise Review

## GENESEE COUNTY EMERGENCY DRILLS FOR SCHOOLS DOCUMENTATION FORM

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Emergency Management via email @  
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### Time of Drill

- Standard
- Class Change
- Recess

School District: Diocese of Lansing

School: St. Pius X

Date of Drill: 9/12/16 Time: 9:30

Exact Time required to evacuate/shelter/secure: \_\_\_\_\_

Total Participants: 185

Remarks: \_\_\_\_\_

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\_\_\_\_\_

This report is for emergency drill #: 2 for school year: 2016-2017

Name of person conducting drill: R. Jankovic Title: Principal

Signature of person conducting drill: \_\_\_\_\_

### For Lockdown or Shelter-In-Place Drills

This drill was coordinated with:

Genesee County Emergency Manager: Jennifer Boyer = 810.257.3064

And

Local Law Enforcement: (County Sheriff or Police Chief or MSP or Designee)

Name: Title/Department: \_\_\_\_\_

Or

Local Fire (Fire Chief or Designee)

Name: Title/Department: \_\_\_\_\_

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# Post-Incident and Exercise Review

## GENESEE COUNTY EMERGENCY DRILLS FOR SCHOOLS DOCUMENTATION FORM

### Type of Drill

- Fire Drill/Evacuation (6 required)
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- Lock Down and/or Shelter in Place Drill (2 required)

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### Time of Drill

- Standard
- Class Change
- Recess

School District: Diocese of Lansing  
School: St. Pius X  
Date of Drill: 9/21/2016 Time: 2:30  
Exact Time required to evacuate/shelter/secure: 1 minute  
Total Participants: ~ 185  
Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This report is for emergency drill #: 3 for school year: 2016-2017  
Name of person conducting drill: R. J. Kaplan Title: Principal  
Signature of person conducting drill: [Signature]

### For Lockdown or Shelter-In-Place Drills

This drill was coordinated with:  
 Genesee County Emergency Manager: Jennifer Boyer = 810.257.3064  
**And**  
 Local Law Enforcement: (County Sheriff or Police Chief or MSP or Designee)  
Name: Title/Department: \_\_\_\_\_  
**Or**  
 Local Fire (Fire Chief or Designee)  
Name: Title/Department: \_\_\_\_\_

For LOCKDOWN or SHELTER-IN-PLACE drills only, fax this sheet to:  
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 Genesee Intermediate School District 810.591.4940

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# Post-Incident and Exercise Review

## GENESEE COUNTY EMERGENCY DRILLS FOR SCHOOLS DOCUMENTATION FORM

### Type of Drill

- Fire Drill/Evacuation (6 required)
- Tornado (2 required)
- Lock Down and/or Shelter in Place Drill (2 required)

### Time of Drill

- Standard
- Class Change
- Recess

Drills must be coordinated with Genesee County  
Emergency Management via email @  
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School District: Diocese of Lansing

School: St. Pius X

Date of Drill: 10/10/16 Time: 2:35

Exact Time required to evacuate/shelter/secure: 3 minutes

Total Participants: 185

Remarks: \_\_\_\_\_

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\_\_\_\_\_

This report is for emergency drill #: 4 for school year: 2016-2017

Name of person conducting drill: R.J. Kaplan Title: Principal

Signature of person conducting drill: [Signature]

### For Lockdown or Shelter-In-Place Drills

This drill was coordinated with:

Genesee County Emergency Manager: Jennifer Boyer = 810.257.3064

And

Local Law Enforcement: (County Sheriff or Police Chief or MSP or Designee)

Name: Title/Department: \_\_\_\_\_

Or

Local Fire (Fire Chief or Designee)

Name: Title/Department: \_\_\_\_\_

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# Post-Incident and Exercise Review

## GENESEE COUNTY EMERGENCY DRILLS FOR SCHOOLS DOCUMENTATION FORM

### Type of Drill

- Fire Drill/Evacuation (6 required)
- Tornado (2 required)
- Lock Down and/or Shelter in Place Drill (2 required)

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[schooldrills@co.genesee.mi.us](mailto:schooldrills@co.genesee.mi.us) and local Police/Fire

### Time of Drill

- Standard
- Class Change
- Recess

School District: Diocese of Lansing  
School: St. Pro X  
Date of Drill: 10/14/16 Time: 1:45  
Exact Time required to evacuate/shelter/secure: \_\_\_\_\_  
Total Participants: 185  
Remarks: student(s) pulled fire alarm

This report is for emergency drill #: 5 for school year: 2016-2017  
Name of person conducting drill: R. J. Kaplan Title: Principal  
Signature of person conducting drill: [Signature]

### For Lockdown or Shelter-in-Place Drills

This drill was coordinated with:

- Genesee County Emergency Manager: Jennifer Boyer = 810.257.3064  
**And**
- Local Law Enforcement: (County Sheriff or Police Chief or MSP or Designee)  
Name: Title/Department: \_\_\_\_\_  
**Or**
- Local Fire (Fire Chief or Designee)  
Name: Title/Department: \_\_\_\_\_

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- Genesee Intermediate School District 810.591.4940

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# Post-Incident and Exercise Review

## GENESEE COUNTY EMERGENCY DRILLS FOR SCHOOLS DOCUMENTATION FORM

### Type of Drill

- Fire Drill/Evacuation (6 required)
  - Tornado (2 required)
  - Lock Down and/or Shelter in Place Drill (2 required)
- Drills must be coordinated with Genesee County  
Emergency Management via email @  
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### Time of Drill

- Standard
- Class Change
- Recess

School District: Diocese of Lansing  
School: \_\_\_\_\_  
Date of Drill: \_\_\_\_\_ Time: 11:55 & 12:25  
Exact Time required to evacuate/shelter/secure: 45 sec.  
Total Participants: 74 and 102 126 - 185  
Remarks: 2 separate drills were run during inside lunch time. One drill was for K-4 and the other for 5-8.  
We need red & green signs for lockdown rooms.

This report is for emergency drill #: 6 for school year: 2016-2017  
Name of person conducting drill: R. J. Kepler Title: Principal  
Signature of person conducting drill: [Signature]

### For Lockdown or Shelter-In-Place Drills

This drill was coordinated with:

- Genesee County Emergency Manager: Jennifer Boyer = 810.257.3064  
**And**
- Local Law Enforcement: (County Sheriff or Police Chief or MSP or Designee)  
Name: Title/Department: \_\_\_\_\_  
**Or**
- Local Fire (Fire Chief or Designee)  
Name: Title/Department: \_\_\_\_\_

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- Genesee Intermediate School District 810.591.4940

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# Post-Incident and Exercise Review

## GENESEE COUNTY EMERGENCY DRILLS FOR SCHOOLS DOCUMENTATION FORM

### Type of Drill

- Fire Drill/Evacuation (6 required)
- Tornado (2 required)
- Lock Down and/or Shelter in Place Drill (2 required)

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### Time of Drill

- Standard
- Class Change
- Recess

School District: Diocese of Lansing  
School: St Pius X  
Date of Drill: 12/13/16 Time: 11:00  
Exact Time required to evacuate/shelter/secure: 1 minute  
Total Participants: 185  
Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This report is for emergency drill #: 7 for school year: 2016-2017  
Name of person conducting drill: P.J. Kaplan Title: Prioste  
Signature of person conducting drill: [Signature]

### For Lockdown or Shelter-in-Place Drills

This drill was coordinated with:

- Genesee County Emergency Manager: Jennifer Boyer = 810.257.3064  
**And**
- Local Law Enforcement: (County Sheriff or Police Chief or MSP or Designee)  
Name: Title/Department: \_\_\_\_\_  
**Or**
- Local Fire (Fire Chief or Designee)  
Name: Title/Department: \_\_\_\_\_

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- Genesee Intermediate School District 810.591.4940

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# Post-Incident and Exercise Review

## GENESEE COUNTY EMERGENCY DRILLS FOR SCHOOLS DOCUMENTATION FORM

- Type of Drill
- Fire Drill/Evacuation (6 required)
  - Tornado (2 required)
  - Lock Down and/or Shelter in Place Drill (2 required)
- Drills must be coordinated with Genesee County  
Emergency Management via email @  
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- Time of Drill
- Standard
  - Class Change
  - Recess

School District: St. Pius X Catholic of Diocese of Lansing  
School: St. Pius X  
Date of Drill: 12/4/17 Time: 9:15 AM  
Exact Time required to evacuate/shelter/secure: 3-4 minutes  
Total Participants: 186  
Remarks: Evacuation from church drill

This report is for emergency drill #: 8 for school year: 2016-2017  
Name of person conducting drill: R. J. Kaplan Title: Principal  
Signature of person conducting drill: [Signature]

### For Lockdown or Shelter-in-Place Drills

This drill was coordinated with:

- Genesee County Emergency Manager: Jennifer Boyer = 810.257.3064  
**And**
- Local Law Enforcement: (County Sheriff or Police Chief or MSP or Designee)  
Name: Title/Department: \_\_\_\_\_
- Or**
- Local Fire (Fire Chief or Designee)  
Name: Title/Department: \_\_\_\_\_

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### Time of Drill

- Standard
- Class Change
- Recess

School District: St. Pius X Catholic of Diocese of Lansing

School: St. Pius X

Date of Drill: 3/9/17 Time:  8:30

Exact Time required to evacuate/shelter/secure:  1:04

Total Participants: approximately 175

Remarks: \_\_\_\_\_

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\_\_\_\_\_

This report is for emergency drill #: 9 for school year: 2016-2017

Name of person conducting drill: Clark Switalski Title: Teacher / Asst. Admin

Signature of person conducting drill: Clark Switalski

### For Lockdown or Shelter-In-Place Drills

This drill was coordinated with:

Genesee County Emergency Manager: Jennifer Boyer = 810.257.3064

And

Local Law Enforcement: (County Sheriff or Police Chief or MSP or Designee)

Name: Title/Department: \_\_\_\_\_

Or

Local Fire (Fire Chief or Designee)

Name: Title/Department: \_\_\_\_\_

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  - Tornado (2 required)
  - Lock Down and/or Shelter in Place Drill (2 required)
- Drills must be coordinated with Genesee County  
Emergency Management via email @  
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### Time of Drill

- Standard
- Class Change
- Recess
- other

School District: St. Pius X Catholic of Diocese of Lansing

School: St. Pius X

Date of Drill: 3/21/17 Time: 10:05

Exact Time required to evacuate/shelter/secure: \_\_\_\_\_

Total Participants: 186

Remarks: lockdown while gym class was outside.

Gym class came to my office for

lockdown

This report is for emergency drill #: 10 for school year: 2016-2017

Name of person conducting drill: Robt. Kaplan Title: Principal

Signature of person conducting drill: [Signature]

### For Lockdown or Shelter-in-Place Drills

This drill was coordinated with:

Genesee County Emergency Manager: Jennifer Boyer = 810.257.3064

And

Local Law Enforcement: (County Sheriff or Police Chief or MSP or Designee)  
Name: Title/Department: \_\_\_\_\_

Or

Local Fire (Fire Chief or Designee)  
Name: Title/Department: \_\_\_\_\_

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### Time of Drill

- Standard
- Class Change
- Recess

School District: St. Pius X Catholic of Diocese of Lansing

School: St. Pius X

Date of Drill: 3/23/17 Time: 10:58

Exact Time required to evacuate/shelter/secure: \_\_\_\_\_

Total Participants: 186

Remarks: \_\_\_\_\_

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\_\_\_\_\_

This report is for emergency drill #: 11 for school year: 2016-2017

Name of person conducting drill: R. J. Kaplan Title: Principal

Signature of person conducting drill: [Signature]

### For Lockdown or Shelter-In-Place Drills

This drill was coordinated with:

Genesee County Emergency Manager: Jennifer Boyer = 810.257.3064

And

Local Law Enforcement: (County Sheriff or Police Chief or MSP or Designee)

Name: Title/Department: \_\_\_\_\_

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