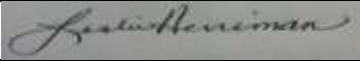
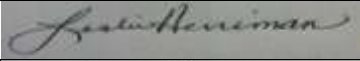
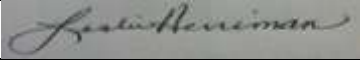


2018- 2019 Record of Emergency Drills Charlevoix Montessori Academy for the Arts

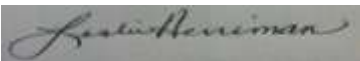
Fire Drills (5 total – 3 before Dec. 1 with reasonable interval between each drill)

Date	Time of Drill	Evacuation Time	Transition/Typical/Other Planned/Unplanned	Director or Designee Signature
1. 9/13/2018	8:55 am	2 min		
2. 10/17/2018	9:30 am	2 min		
3. 11/7/2018	10:00 am	2 min		
4.				
5.				

Tornado Drills (2 total – 1 must be in March)

Date	Time of Drill	Time to Shelter	Standard/Transition or Other	Director or Designee Signature
1.				
2.				

Lockdown/Shelter in Place Drills (3 total – 1 before Dec. 1, 1 after Jan. 1, 1 during non-traditional school time)

Date	Time of Drill	Time to Shelter	Standard, Transition, or Other	Conducted with (Name, Title, Organization)	Conducted with (Name, Title, Organization)	Director or Designee Signature
1. 9/5/2018	9:30 am	5 min.	Evacuation Drill	Chief Doan, CPD	Deputy Chief Hankins CPD	Amanda Minaker
2. 11/14/2018	10:00 am		Shelter in place	Officer Orban, CPD		
3.						