

## 2022- 2023 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. 9/16/2022	1:15pm	2 min		<i>Rosli Heuman</i>
2. 10/11/2022	9:00 am	2 min		<i>Rosli Heuman</i>
3. 11/16/2022	11:30 am	2 min		<i>Rosli Heuman</i>
4. 3/8/2023	2:00pm	2 min		<i>Rosli Heuman</i>
5. 4/6/2023	10:00 am	2 min		<i>Rosli Heuman</i>

### 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. 10/20/2022	10:00am	1 min	Standard	<i>Rosli Heuman</i>
2. 3/13/2023	12:30pm	1 min	Transition	<i>Rosli Heuman</i>

### 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. 10/24/2022	8:30 am	10 min	standard	Charlevoix Emergency Management	Charlevoix PD & Charlevoix Sheriffs Dept.	<i>Rosli Heuman</i>
2. 1/10/2023	10:45am	2 min	Transition	Charlevoix Emergency Management	Charlevoix PD	<i>Rosli Heuman</i>
3. 3/23/2023	10:00 am	2 min	standard	Charlevoix PD		<i>Rosli Heuman</i>