

Montague Area Public Schools

Emergency Drill Documentation Form

School Year 25-26

Reporting School: RRO

Drill # For The School Year: #1

Type of Drill:

☒ Fire Drill (5 required; 3 drills in the fall, 2 in the remaining school year)

☐ Tornado Safety Drills (2 required in the school year; 1 must be held in March)

☐ Lock Down (3 required; 1 before December 1 & 1 after January 1)

Time of Drill:

*At least one drill is required to not be during class time.

☒ During class time

☐ In between classes/during class changes*

☒ Recess or lunch time*

☐ Other time when a significant number of the students are gathered but not in the class room*

Date of Drill: 9/4/2025 Time of Drill: 2:15 pm

Time Required to Evacuate/Shelter/Secure: 1 min. 10 sec. Total Number of Participants: 440

Remarks/Observations: _____

Name of School Principal (or designee): Sandie Lundquist

Title: _____

(if not conducted by Principal)

If the drill was coordinated with agencies such as Law Enforcement, Fire Department, or Emergency Management Coordinator, list agency, name, title here.

Agency: _____

Name: _____

Title: _____

Agency: _____

Name: _____

Title: _____