

### Fire, Tornado, and Shelter-in-Place Drill Report Form

School Name: Harley International Academy

Academic Year 2016-2017

School Administrator Signature: Shaneka McPherson

\*\*\*\*\*MCI 29.19 states in part that: 5 fire drills are required (3 by Dec. 1, 2 after Dec. 1), 2 tornado drills (1 in March), 3 shelter-in-place drills (1 by Dec. 1, 1 after Jan. 1, 1 your choice). One drill must be during lunch, recess, or another time when students are gathered outside of the classroom.\*\*\*\*\*

**FIRE (5 total):**

**3 Fire Drills Before December 1:**

Fire Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
1 of 5	9/14/16	2:55	Shaneka McPherson	Shaneka McPherson	
2 of 5	10/17/16	2:38	Store Room	[Signature]	
3 of 5	11/17/16	2:25	Shaneka McPherson	Shaneka McPherson	

**2 Fire Drills after December 1:**

Fire Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
4 of 5	4/24/17	1:58	Shaneka McPherson	Shaneka McPherson	
5 of 5	4/24/17	1:44	Shaneka McPherson	Shaneka McPherson	

**TORNADO (2 total):**

**1 Tornado Drill in March:**


Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
1 of 2	9/27/16	5:0	Shaneka McPherson	[Signature]	

**1 Additional Tornado Drill:**


Tornado Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Comments
2 of 2	3/14/17	3:0	Shaneka McPherson	[Signature]	

**SHELTER-IN-PLACE (3 total):**

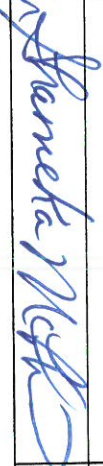
**1 Shelter-in-Place by December 1:**

Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Reason for Drill (i.e. gas leak, intruder, weapons)
1 of 3	9/20/16	4.2	Brian Dunn		

**1 Shelter-in-Place after January 1:**

Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Reason for Drill (i.e. gas leak, intruder, weapons)
2 of 3	1/27/17	4.7	Shaneta Myleson		

**1 Additional Shelter-in-Place:**

Drill Number	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Reason for Drill (i.e. gas leak, intruder, weapons)
3 of 3	3/24/17	4.1	Shaneta Myleson		

\*\*\*Which of the above listed drills took place during recess, lunch, or another time when students are gathered outside of the classroom?

Drill Type (Fire, Tornado, Shelter)	Date	Time	Name of Individual in Charge of Drill	Signature of Principal/Designee	Lunch, Recess, other? Please specify
Fire	4/24/17	1.48	Shaneta Myleson	