

Emergency Drill Log - Michigan

Paragon Charter Academy
3750 McCain Rd
Jackson, MI
(517) 750-9500

School Name: Paragon Charter Academy
School Year: 2025-2026
First Day of School: 08/20/2025
Last Day of School: 06/05/2026

Evacuate (Fire Drill)

Five per school year. (Three before December 1, Two after January 1). Some must be done during lunch or recess

| Deadline | Date | Time | Actual Date & Time *(optional) only enter if original drill date was missed | Notification Method | # Staff Members | # of Occupants Evacuated | Special Conditions Simulated | Problems Encountered | Weather Conditions | Time to Complete (mins & seconds) |
|---------------|------------|---------|--|---------------------|-----------------|--------------------------|------------------------------|----------------------|--------------------|-----------------------------------|
| Before Dec. 1 | 08/22/2025 | 9:00 AM | 08/22/2025 9:00 AM | Announcement made / | 65 | 676 | None / | None | Sunny, Clear Sky | 4 minutes and 27 seconds |
| Before Dec. 1 | 09/19/2025 | 1:00 PM | 09/19/2025 | Announcement | 67 | 664 | None / | None | Sunny, | 3 minutes |

| | | | | | | | | | | |
|--------------|------------|----------|------------------------|---------------------|----|-----|--------|------|---------------|-------------------------|
| | | | 1:00 PM | made / | | | | | Clear Sky | and 46 seconds |
| Before Dec 1 | 10/09/2025 | 10:30 AM | 10/09/2025 10:30 AM | Announcement made / | 64 | 667 | None / | None | Sunny, Chilly | 4 minutes and 9 seconds |

Room Clear

One per school year. (Before December 1)

| Deadline | Date | Time | Actual Date & Time *(optional) only enter if original drill date was missed | Special Conditions Simulated | Time to Complete (mins & seconds) |
|---------------|------------|---------|--|------------------------------|-----------------------------------|
| Before Dec 1. | 09/24/2025 | 9:45 AM | 09/24/2025 8:55 AM | Illness in a classroom / | 53 seconds |

Hold

Two per school year (one before December 1, one after January 1)

| Deadline | Date | Time | Actual Date & Time *(optional) only enter if the original drill date was missed | Special Conditions Simulated | Time to Complete (mins & seconds) |
|---------------|------------|---------|--|------------------------------|-----------------------------------|
| Before Dec 1. | 09/10/2025 | 9:45 AM | 09/11/2025 9:45 AM C&I team was in the building | Illness in a hallway / | 4 minutes and 30 seconds |

| | | | | | |
|--------------|------------|---------|-----------------------|----------------------------------|-----------------------------------|
| After Jan. 1 | 02/05/2026 | 9:30 AM | 02/05/2026 9:30 AM | Disturbance in a hallway / | 2 minutes and 17 seconds |
|--------------|------------|---------|-----------------------|----------------------------------|-----------------------------------|

Secure (Reverse Evacuation and Preventive Lockdown)

One per school year (Before January 1)

| Deadline | Date | Time | Actual Date & Time *(optional) only enter if original drill date was missed | Special Conditions Simulated | Time to Complete (mins & seconds) |
|---------------|------------|----------|--|------------------------------------|--|
| Before Jan. 1 | 11/11/2025 | 10:00 AM | 11/11/2025 | Other / | 1 minutes and 5 seconds |

Lockdown

Three per school year (two before December 1, one after January 1)

| Deadline | Date | Time | Actual Date & Time *(optional) only enter if original drill date was missed | Special Conditions Simulated | Time to Complete (mins & seconds) |
|----------|------|------|--|------------------------------------|--|
|----------|------|------|--|------------------------------------|--|

| | | | | | |
|---------------|------------|----------|------------------------|--------------------------------------|--------------------------|
| Before Dec. 1 | 10/06/2025 | 9:15 AM | 10/06/2025 9:17 AM | Hazard Response for active shooter / | 5 minutes and 15 seconds |
| Before Dec. 1 | 11/18/2025 | 10:00 AM | 11/18/2025 10:00 AM | Hazard Response for Intruder / | 6 minutes and 3 seconds |
| After Jan. 1 | 02/20/2026 | 1:00 PM | 02/20/2026 1:00 PM | Hazard Response for Intruder / | 5 minutes and 10 seconds |

Shelter (Tornado)

Two per school year (one before December 15, and one in March)

| Deadline | Date | Time | Actual Date & Time *(optional) only enter if original drill date was missed | # Evacuated to shelter locations | Weather Conditions | Time to Complete (mins & seconds) |
|----------------|------------|---------|--|----------------------------------|--------------------|-----------------------------------|
| Before Dec. 15 | 09/26/2025 | 8:30 AM | 09/30/2025 12:50 PM Smiles on wheels was in the building and using one of the rooms that students go to. | 662 | Warm, Sunny | 8 minutes and 35 seconds |
| March | 03/17/2026 | 1:00 PM | 03/17/2026 1:00 PM | 615 | Cold, Snow | 5 minutes and 29 seconds |

Reunification

One per school year (Before December 31)

| Deadline | Date | Actual Date & Time *(optional) only enter if original drill date was missed | Special Conditions Simulated | Brief Summary |
|----------------|------------|--|------------------------------------|--|
| Before Dec. 31 | 09/02/2025 | 09/02/2025 3:45 PM | Staff walkthrough / | Staff met at reunification site and did a walkthrough. |

Person Responsible

BENJAMIN KRIESCH