

Emergency Drill Log - Michigan

North Saginaw Charter Academy
2332 Trautner Dr
Saginaw, MI
(989) 249-5400

School Name: North Saginaw Charter Academy

School Year: 2025-2026

First Day of School: 08/25/2025

Last Day of School: 06/10/2026

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	09/11/2025	2:30 PM	09/11/2025 2:30 PM	Alarm pulled /	71	731	Other / While cars were arriving and lining up for dismissal	Nothing major, just adjusting where we stand due to extra vehicles in the parking lot	Clear skies, 77. North east winds blowing 5 to 10 mph.	3 minutes and 35 seconds
Before Dec. 1	10/21/2025	8:40 AM	10/21/2025 8:47 AM MDR meeting ending	Alarm pulled /	79	639	Other /	Raining. The grass area on the playground, and behind the building was submerged.	Raining. 56 and windy	2 minutes and 30 seconds
Before Dec. 1	11/11/2025	2:30 PM	11/17/2025 2:35 PM	Alarm	60	600	Other / Middle School		Sunny 44	4

			Chime-In Survey Admin Meeting	pulled /	63	622	Intervention Transition		minutes
After Jan. 1	01/13/2026	1:10 PM	02/18/2026 2:15 PM C&I Visit and Instructional support for the day.	Alarm pulled /	78	597	None /	Clear, 46	3 minutes

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.	10/24/2025	8:00 AM	10/24/2025 8:00 AM Not a time change. We allowed each wing to practice the room clear with their grade level or buddy teacher, as they would do if there was a true room clear. We began at 8:00am. All were complete by the end of day before dismissal. Each class took close to 2 minutes for a proper room clear and seated safely in the other class.	Other / We allowed each wing to practice the room clear with their grade level or buddy teacher, as they would do if there was a true room clear. We	2 minutes

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	10/17/2025	2:45 PM	10/16/2025 2:49 PM The drill was moved to today do to preparation for our Trunk or Treat tomorrow.	Other /	3 minutes

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	09/09/2025	8:15 AM	09/10/2025 8:22 AM Lot's of late stuents in the front office and late busing.	Other / Late arrival. Parents and students waited until we were all clear.	5 minutes

Before Dec. 1	11/04/2025	2:45 PM	11/04/2025	15 minutes or less prior to dismissal with parent/guardian notification /	5 minutes
After Jan. 1	03/17/2026	2:45 PM	03/17/2026 2:45 PM	Other /	7 minutes

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)
			10/22/2025			

Before Dec. 15	10/22/2025	8:30 AM	8:30 AM	700		4 minutes
March	03/10/2026	8:30 AM	03/19/2026 8:30 AM Short staffed on the 10th. Lot's of call outs sick.	591		3 minutes and 45 seconds

Reunification

One per school year (Before December 31)

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Deadline	Date	Actual Date & Time *(optional) only enter if original drill date was missed	Conditions Simulated	Brief Summary
Before Dec. 31	10/06/2025	10/06/2025 3:30 PM	All School /	We began by explaining what a reunification drill is, the purpose, and the procedure for reuniting students with their parents or gaurdians after an emergency or desaster has occurred at the school. We laid out our schools process, on going trainings and checks, equipment and materials, and our communication process.

Person Responsible

TYLER MEISEL