School Emergency Drills
Documentation Form

**Type of Drill**
- [x] Fire Drill (6 required)
- ___ Tornado Drill (2 required)
- ___ Lock Down / Shelter in Place Drill (2 required)

**Time of Drill**
- ___ Standard
- ___ Class Change
- ___ Recess
- ___ Other Events

Name of Reporting School: [Handwritten: Mpls Hs]

Date of Drill: 5/16

Time drill was held: 9:00 (pm/am)

Exact time required to evacuate/shelter/secure: 2 min 30 sec

Total Participants: 2480

Remarks: [Handwritten: No issues]

This report is for emergency drill # 5 for school year 2015/16

Name of person conducting drill: John Shen

Title of person conducting drill: [Handwritten: Principal]

Signature of person conducting drill: [Handwritten: John Shen]

Drill Was Coordinated With:

- [ ] Emergency Management Coordinator
  Name & Title: [Handwritten: John Shen]

AND

- [ ] Law Enforcement (county sheriff or chief of police or designee or MSP)
  Name & Title: [Handwritten:]

OR

- [ ] Fire (fire chief or designee)
  Name & Title: [Handwritten:]