

2025 – 2026 School Drills Entry Form

Public Act 12 of 2014 requires all schools in the State of Michigan to conduct school safety drills. These drills must be conducted in conjunction with your local Emergency Management Office.

If you have any questions with this form, please contact the St. Clair County Homeland Security/Emergency Management at 810-989-6965.

Scheduling of Drills - **Required by Sept. 15 of each school year.**

PLEASE NOTE School drill reporting will close on Sept. 15 in accordance with the Act. Once you have submitted the school drill schedule, you **MUST** complete the drill on the date and time you have committed to. Any changes to your drill schedule **PRIOR** to the September 15th deadline can be made by sending notification to: pbaunoch@stclaircounty.org. The email must include the following information: school district, school name, school street address and city, township or village, original drill date and time, type of drill, new drill date and time, name, title and phone number of person submitting the request.

DRILL CHANGES AFTER SEPTEMBER 15: Public Act 12 of 2014 only allows for a drill date to be changed when a scheduled drill could not occur due to conditions not within the control of school authorities such as severe storms, fires, epidemics, utility power unavailability, water or sewer failure, or a health condition **AS DEFINED BY THE COUNTY OR STATE HEALTH AUTHORITIES**. In this situation, the drill must be rescheduled to occur within 10 school days after the original scheduled date of the cancelled drill. The Chief Administrator of the District must notify the St. Clair County Homeland Security/Emergency Management of the rescheduled drill date. Any changes that need to be made after the closing date of the reporting form will be made utilizing the School Drill Schedule Change Notification Form.

Please use this fillable form to document your drill schedule. Please have it to me **by** September 11th, 2025. Email is best: pbaunoch@stclaircounty.org. Thank you for taking care of this in a timely manner.

School District: Algonac Community Schools

School Name: Millside Elementary

School Address: 1904 Mill Street., Clay Township, MI 48001.

Name, title and email address of the person responsible for drill schedule: Amber Palicke, Principal
amber.palicke@acsk12.us

Phone number for responsible: (810) 794-8880

Fire Drill #1 (before Dec 1st): 9/12/2025 Time: 10:00AM

Fire Drill #2 (before Dec 1st): 9/23/2025 Time: 1:15PM

Fire Drill #3 (before Dec 1st): 10/1/2025 Time: 2:15PM

Fire Drill #4: 4/23/2026 Time: 10:15AM

Fire Drill #5: 5/13/2026 Time: 12:15PM

Tornado Drill #1: 10/22/2025 Time: 9:30AM

Tornado Drill #2: 3/18/2026 Time: 1:00PM

Lockdown Drill #1: 11/4/2025 Time: 9:15AM

Lockdown Drill #2: 11/19/2025 Time: 1:00PM

Lockdown Drill # 3: 2/5/2026 Time: 1:45PM

Make sure at least one drill is scheduled during lunch, recess, or at another time when a significant number of the students are gathered but not in the classroom. What date and time is this scheduled? 5/13/2026 12:15PM