

## School Security Drill Notification

District: Union Township October 2023

<i>School Name</i>	<i>Drill Type</i>	<i>Occupants Involved</i>	<i>Date &amp; Time</i>
Washington School	Modified Lockdown	Entire school	10:49 am 10/24/2023
Burnet Middle school	Bomb threat	Entire school	12:05pm 10/17/2023
Kawameeh Middle school	Bomb Threat	Entire school	11:13 am 10/23/2023
Livingston School	Shelter in place	Entire School	1:45pm 10/16/2023
Jefferson School	Bomb threat	Entire school	9:50am 10/12/2023
Hannah Caldwell School	Modified lockdown	Entire school	1015-1020am 10/02/2023
Franklin School	Modified lockdown	Entire school	1:00 pm 10/03/2023
Union High School	Modified lockdown	Entire school	11:45 am 10/06/2023
Conn Farms.	Modified Lockdown	Entire school	10:31am 10/24/2023
Battle Hill School	Bomb threat	Entire school	10:32 am 10/19/2023

*Drill Type:*

- *Active Shooter*
- *Evacuation (non-fire)*
- *Bomb Threat*
- *Lockdown*

*Occupants:*

*Students/Staff/Faculty*  
*Staff and/or Crisis Team Members*

\*PLEASE EMAIL THIS FORM TO BILL SPEKHARDT ([wspekhardt@twpunionschools.org](mailto:wspekhardt@twpunionschools.org)) IMMEDIATELY FOLLOWING A DRILL

\*PLEASE COMPLETE THIS FORM BEFORE THE 1<sup>ST</sup> OF EACH MONTH & FAX TO THE COUNTY OFFICE @ 908-654-9869 OR EMAIL MARY JANE SHEEHAN AT [MARYJANE.SHEEHAN@DOE.STATE.NJ.US](mailto:MARYJANE.SHEEHAN@DOE.STATE.NJ.US)

# SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

**School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).**

Emergency evacuation drills and safety education

- (a). School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school.
  - 1. All other students shall receive school bus evacuation instruction at least once within the school year.
- (b). The school bus driver and bus aide shall participate in the emergency exit drills.
- (c). Drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity.
- (d). Drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:
  - 1. Date of the drill;
  - 2. Time of day the drill was conducted;
  - 3. School name;
  - 4. Location of the drill;
  - 5. Route number(s) included in the drill; and
  - 6. Name of school principal, or person(s) assigned, who supervised the drill.

## REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: 10/18/2023

Time of day the drill was conducted: 8:45

School Name: Battle Hill Elementary

Location of the Emergency Evacuation Drill: Mitchell Ave

Route Number(s): Route 57

Name of the school principal/person(s) overseeing the drill: Sharon Drayton  
Michael Pine, Erin Jackson

Other information relative to the emergency evacuation drill:  
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\_\_\_\_\_  
\_\_\_\_\_

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Date of the school bus emergency evacuation drill:

October 18, 2023

Time of day the drill was conducted:

8:30 am

School Name:

Connecticut Farms School

Location of the Emergency Evacuation Drill:

Roosevelt Avenue / Bus Drop off

Route Number(s):

#79, #73, Van #4, Van #5, Van 16

Name of the school principal/person(s) overseeing the drill:

Michelle Osborne-Warren

Other information relative to the emergency evacuation drill:

Comfortable fall weather. Went smoothly.

10/18

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**REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION**

Date of the school bus emergency evacuation drill: 10/18/23

Time of day the drill was conducted: 8:30

School Name: Franklin Elementary School

Location of the Emergency Evacuation Drill: Front of Franklin Elementary School at the bus stop

Route Number(s): Bus 64

Name of the school principal/person(s) overseeing the drill: Dianna Ricciardi

Other information relative to the emergency evacuation drill:  
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\_\_\_\_\_

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**REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION**

Date of the school bus emergency evacuation drill: 10/18/23

Time of day the drill was conducted: 8:30 am

School Name: Hannah Caldwell

Location of the Emergency Evacuation Drill: Hardricks Ave

Route Number(s): Bus 78 & Bus 55

Name of the school principal/person(s) overseeing the drill: Mark Hoyt

Other information relative to the emergency evacuation drill:  
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\_\_\_\_\_  
\_\_\_\_\_

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## REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill:

10/18/2023

Time of day the drill was conducted:

8:47

School Name:

Lincoln Elementary

Location of the Emergency Evacuation Drill:

Front of school

Route Number(s):

53

Name of the school principal/person(s) overseeing the drill:

B. K. Co. (BS)

Other information relative to the emergency evacuation drill:

N/a

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## REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill:

10/18/23

Time of day the drill was conducted:

8:30 A.M.

School Name:

WASHINGTON ELEMENTARY SCHOOL

Location of the Emergency Evacuation Drill:

WHITEWOOD RD

Route Number(s):

67, 61 & 54

Name of the school principal/person(s) overseeing the drill:

THOMAS MATTHEWS

Other information relative to the emergency evacuation drill:

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## REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill:

10/20/23

Time of day the drill was conducted:

8:15

School Name:

Jefferson

Location of the Emergency Evacuation Drill:

Bus Loop - 155 Hillon Ave

Route Number(s):

Route 1 thru Route 13

Name of the school principal/person(s) overseeing the drill:

Maria Glass - Security

Other information relative to the emergency evacuation drill:

N/A



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Date of the school bus emergency evacuation drill: 10/19/23

Time of day the drill was conducted: 7:15 am

School Name: Kawameeh Middle School

Location of the Emergency Evacuation Drill: small vans - front of KMS  
large buses - back parking lot of KMS

Route Number(s): 4, 5, 6 (vans) - Bus - 76, 62, 61, 56

Name of the school principal/person(s) overseeing the drill: Yvonne Lorenzo (VP)

Other information relative to the emergency evacuation drill:

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Date of the school bus emergency evacuation drill:

10/19/23

Time of day the drill was conducted:

7:35 am

School Name:

BMS

Location of the Emergency Evacuation Drill:

Stone Street

Route Number(s):

All routes

9, 12, 16, 20

Name of the school principal/person(s) overseeing the drill:

David Shaw

Other information relative to the emergency evacuation drill:

Buses that did not show: cross transportation CS455E, on the dot CS567EC, Van 1  
Outside contractors that did show up said they do not do the evac. Please advise

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## REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: 10/5/2023

Time of day the drill was conducted: 7AM - 7:30 AM

School Name: Union High School

Location of the Emergency Evacuation Drill: 2350 N 3<sup>rd</sup> Street & Gruber Avenue, Union NJ 07083

Route Number(s): 50, ~~52~~, 53, ~~57~~, 59, 63, 64, 66, ~~67~~, 70, 78, 65, 75

Name of the school principal/person(s) overseeing the drill: Vice Principal, D. Santiago, Richard Schubert - security

Other information relative to the emergency evacuation drill: N/a