

# WEST BRANCH-ROSE CITY AREA SCHOOLS

Mailing address:  
P. O. Box 308  
West Branch, MI 48661



Physical address:  
515 Harrington  
Rose City, MI 48654

Phone: (989) 343-2250

www.wbrc.k12.mi.us

Fax: (989) 343-2299

**Building Name:** Rose City School, #01316

**School Principal Name:** Susan Shepardson, 989-343-2248, [shepards@wbrc.k12.mi.us](mailto:shepards@wbrc.k12.mi.us)

**Date of Drill:** 9-26-25 **Time of Drill:** 9:05 Circle One: AM **PM**

**Type of Drill:**

- ☐ Fire Drill [Five (5) Required – Three (3) by December 1]
- ☐ Tornado Safety Drill [Two (2) Required – One (1) in March]
- ☐ “Lockdown” Drill \* [Three (3) Required – One (1) by December 1, at least one (1) after January 1]

\* One of the **lockdown drills** is to be conducted at an ‘inconvenient time’:

This lockdown drill occurred during lunch, class change, recess or another time when a significant number of students are gathered but not in a classroom, (i.e. lunch, recess, etc.):

Lockdown Drill Dated 9-26-25 and at Time 9:05 Picture Day  
Breakfast

**SCHOOL PRINCIPAL:**

**Susan Shepardson – Signature:**

A handwritten signature in blue ink, appearing to read "Susan Shepardson", written over a horizontal line.

**Or Designee** (PERSON IN CHARGE OF CONDUCTING THE FIRE, TORNADO OR LOCKDOWN DRILL, IF NOT THE SCHOOL PRINCIPAL)

Printed Name: \_\_\_\_\_

Signature \_\_\_\_\_ Dated: \_\_\_\_\_