

# 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: Monday June 3, 2024

Time of day the drill was conducted: 8:15am

School Name: Whitehouse School

Location of the Emergency Evacuation Drill: Whitehouse School

Route Number(s): 10,33,7,5,21,38,18,20,12

Name of the school principal/person(s) overseeing the drill: Marci Cole, Transportation Supervisor

Other information relative to the emergency evacuation drill:

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 6/3/24

Time: 8:20

Bus #: 10

Driver: Justine McAndrews

Number of Students on bus: 28

School (Check One): BCMS \_\_\_\_\_ HBS \_\_\_\_\_ RMS \_\_\_\_\_ SBS \_\_\_\_\_ SHS \_\_\_\_\_

TBS \_\_\_\_\_ WES \_\_\_\_\_ WS \_\_\_\_\_

Check One: Rear Door Drill ☒ Front Door Drill \_\_\_\_\_

		YES	NO
	Set parking brake (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Turned bus off (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Activate emergency flashers (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Students exited the bus in orderly fashion	<input checked="" type="checkbox"/>	
	Students exit the bus quickly	<input checked="" type="checkbox"/>	
	One student assigned to be the leader	<input checked="" type="checkbox"/>	
	Two students were assigned to be aides by exit door	<input checked="" type="checkbox"/>	
	Students followed instruction	<input checked="" type="checkbox"/>	
	Students were prepared	<input checked="" type="checkbox"/>	
	Driver directed students the proper direction away from bus	<input checked="" type="checkbox"/>	
	Driver had seating chart in hand	<input checked="" type="checkbox"/>	
	Driver knew student count	<input checked="" type="checkbox"/>	

Comments:

Report Completed By: M. Cole Signature: Marci Cole

Drivers Signature: J McAndrews

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 6/3

Time: 8:20

Bus #: 33

Driver: Elizabeth D.

Number of Students on bus: 7

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☒

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Turned bus off (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Activate emergency flashers (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Students exited the bus in orderly fashion	<input checked="" type="checkbox"/>	
	Students exit the bus quickly	<input checked="" type="checkbox"/>	
	One student assigned to be the leader	<input checked="" type="checkbox"/>	
	Two students were assigned to be aides by exit door	<input checked="" type="checkbox"/>	
	Students followed instruction	<input checked="" type="checkbox"/>	
	Students were prepared	<input checked="" type="checkbox"/>	
	Driver directed students the proper direction away from bus	<input checked="" type="checkbox"/>	
	Driver had seating chart in hand	<input checked="" type="checkbox"/>	
	Driver knew student count	<input checked="" type="checkbox"/>	

Comments:

Report Completed By: Bev Betts Signature: Bev Betts

Drivers Signature: Elizabeth D.

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 11/3

Time: 8:25

Bus #: 7

Driver: Russ Mobley Number of Students on bus: 27

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☒

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake ( <i>Grades 4-8 done by student</i> )	<input checked="" type="checkbox"/>	
	Turned bus off ( <i>Grades 4-8 done by student</i> )	<input checked="" type="checkbox"/>	
	Activate emergency flashers ( <i>Grades 4-8 done by student</i> )	<input checked="" type="checkbox"/>	
	Students exited the bus in orderly fashion	<input checked="" type="checkbox"/>	
	Students exit the bus quickly	<input checked="" type="checkbox"/>	
	One student assigned to be the leader	<input checked="" type="checkbox"/>	
	Two students were assigned to be aides by exit door	<input checked="" type="checkbox"/>	
	Students followed instruction	<input checked="" type="checkbox"/>	
	Students were prepared	<input checked="" type="checkbox"/>	
	Driver directed students the proper direction away from bus	<input checked="" type="checkbox"/>	
	Driver had seating chart in hand	<input checked="" type="checkbox"/>	
	Driver knew student count	<input checked="" type="checkbox"/>	

Comments:

Report Completed By: Ber Betsko Signature: Ber Betsko

Drivers Signature: Russell Mobley

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 6/3

Time: 8:23

Bus #: 5

Driver: Bob L. Jack Number of Students on bus: 31

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☒

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Turned bus off (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Activate emergency flashers (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Students exited the bus in orderly fashion	<input checked="" type="checkbox"/>	
	Students exit the bus quickly	<input checked="" type="checkbox"/>	
	One student assigned to be the leader	<input checked="" type="checkbox"/>	
	Two students were assigned to be aides by exit door	<input checked="" type="checkbox"/>	
	Students followed instruction	<input checked="" type="checkbox"/>	
	Students were prepared	<input checked="" type="checkbox"/>	
	Driver directed students the proper direction away from bus	<input checked="" type="checkbox"/>	
	Driver had seating chart in hand	<input checked="" type="checkbox"/>	
	Driver knew student count	<input checked="" type="checkbox"/>	

Comments:

Report Completed By: Ben Butsko Signature: [Signature]

Drivers Signature: [Signature]

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 6/3/24

Time: 825

Bus #: 21

Driver: Deb Hall

Number of Students on bus: 17

School (Check One): BCMS \_\_\_\_\_ HBS \_\_\_\_\_ RMS \_\_\_\_\_ SBS \_\_\_\_\_ SHS \_\_\_\_\_

TBS \_\_\_\_\_ WES \_\_\_\_\_ WS

Check One: Rear Door Drill X Front Door Drill \_\_\_\_\_

		YES	NO
	Set parking brake ( <i>Grades 4-8 done by student</i> )	✓	
	Turned bus off ( <i>Grades 4-8 done by student</i> )	✓	
	Activate emergency flashers ( <i>Grades 4-8 done by student</i> )	✓	
	Students exited the bus in orderly fashion	✓	
	Students exit the bus quickly	✓	
	One student assigned to be the leader	✓	
	Two students were assigned to be aides by exit door	✓	
	Students followed instruction	✓	
	Students were prepared	✓	
	Driver directed students the proper direction away from bus	✓	
	Driver had seating chart in hand	✓	
	Driver knew student count	✓	

Comments:

Report Completed By: M. Cole Signature: Marci Cole

Drivers Signature: X Deb Hall

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date:

6/3/24

Time:

8:25

Bus #:

V38

Driver:

Ruby D.

Number of Students on bus:

2

School (Check One):

BCMS

HBS

RMS

SBS

SHS

TBS

WES

WS

✓

Check One:

Rear Door Drill

X

Front Door Drill

		YES	NO
	Set parking brake (Grades 4-8 done by student)	✓	
	Turned bus off (Grades 4-8 done by student)	✓	
	Activate emergency flashers (Grades 4-8 done by student)	✓	
	Students exited the bus in orderly fashion	✓	
	Students exit the bus quickly	✓	
	One student assigned to be the leader	✓	
	Two students were assigned to be aides by exit door	✓	
	Students followed instruction	✓	
	Students were prepared	✓	
	Driver directed students the proper direction away from bus	✓	
	Driver had seating chart in hand	✓	
	Driver knew student count	✓	

Comments:

Report Completed By:

M. Cole

Signature:

Marci Cole

Drivers Signature:

Ruby DeStefano

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 6/3/24 Time: 830 Bus #: 18

Driver: Melina Flannery Number of Students on bus: 39

School (Check One): BCMS \_\_\_\_\_ HBS \_\_\_\_\_ RMS \_\_\_\_\_ SBS \_\_\_\_\_ SHS \_\_\_\_\_

TBS \_\_\_\_\_ WES \_\_\_\_\_ WS ☒

Check One: Rear Door Drill ☒ Front Door Drill \_\_\_\_\_

		YES	NO
	Set parking brake (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Turned bus off (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Activate emergency flashers (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Students exited the bus in orderly fashion	<input checked="" type="checkbox"/>	
	Students exit the bus quickly	<input checked="" type="checkbox"/>	
	One student assigned to be the leader	<input checked="" type="checkbox"/>	
	Two students were assigned to be aides by exit door	<input checked="" type="checkbox"/>	
	Students followed instruction	<input checked="" type="checkbox"/>	
	Students were prepared	<input checked="" type="checkbox"/>	
	Driver directed students the proper direction away from bus	<input checked="" type="checkbox"/>	
	Driver had seating chart in hand	<input checked="" type="checkbox"/>	
	Driver knew student count	<input checked="" type="checkbox"/>	

Comments:

Report Completed By: M. Cole Signature: Marcia Cole

Drivers Signature: X Melina Flannery



# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 6/3/24

Time: 8:25

Bus #: 20

Driver: TERR B.

Number of Students on bus: 26

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☐ WES ☐ WS ☒

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Turned bus off (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Activate emergency flashers (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Students exited the bus in orderly fashion	<input checked="" type="checkbox"/>	
	Students exit the bus quickly	<input checked="" type="checkbox"/>	
	One student assigned to be the leader	<input checked="" type="checkbox"/>	
	Two students were assigned to be aides by exit door	<input checked="" type="checkbox"/>	
	Students followed instruction	<input checked="" type="checkbox"/>	
	Students were prepared	<input checked="" type="checkbox"/>	
	Driver directed students the proper direction away from bus	<input checked="" type="checkbox"/>	
	Driver had seating chart in hand	<input checked="" type="checkbox"/>	
	Driver knew student count	<input checked="" type="checkbox"/>	

Comments:

Report Completed By:

Signature: Readington Police Dept.

Drivers Signature:

Theresa Brown Bronte

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 6/3/24 Time: 0827 Bus #: 12  
Driver: SAM SANTUONO Number of Students on bus: 24

School (Circle One): BCMS/SBS WES RMS/HBS

SHS TBS WS

Check One: Rear Door Drill X Front Door Drill \_\_\_\_\_

		YES	NO
	Set parking brake	✓	
	Turned bus off	✓	
	Activate emergency flashers	✓	
	Students exited the bus in orderly fashion	✓	
	Students exit the bus quickly	✓	
	One student assigned to be the leader	✓	
	Two students were assigned to be aides by exit door	✓	
	Students followed instruction	✓	
	Students were prepared	✓	
	Driver directed students the proper direction away from bus	✓	
	Driver had seating chart in hand	✓	
	Driver knew student count	✓	

Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Report Completed By: \_\_\_\_\_ Signature: Readington Police Dept.

Drivers Signature: S. Santuono

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(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: Monday June 3, 2024

Time of day the drill was conducted: 8:15am

School Name: Three Bridges School

Location of the Emergency Evacuation Drill: Three Bridges School

Route Number(s): 4,11,15,22,19,36,8

Name of the school principal/person(s) overseeing the drill: Marci Cole, Transportation Supervisor

Other information relative to the emergency evacuation drill:

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 6/3/24

Time: 8:34

Bus #: 4

Driver: DAVE REGO

Number of Students on bus: 33

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

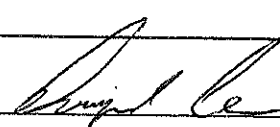
TBS ☒ WES ☐ WS ☐

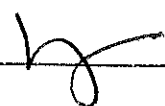
Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Turned bus off (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Activate emergency flashers (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Students exited the bus in orderly fashion	<input checked="" type="checkbox"/>	
	Students exit the bus quickly	<input checked="" type="checkbox"/>	
	One student assigned to be the leader	<input checked="" type="checkbox"/>	
	Two students were assigned to be aides by exit door	<input checked="" type="checkbox"/>	
	Students followed instruction	<input checked="" type="checkbox"/>	
	Students were prepared	<input checked="" type="checkbox"/>	
	Driver directed students the proper direction away from bus	<input checked="" type="checkbox"/>	
	Driver had seating chart in hand	<input checked="" type="checkbox"/>	
	Driver knew student count	<input checked="" type="checkbox"/>	

Comments:

Report Completed By: Raymond Cree

Signature: 

Drivers Signature: 

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 6/3/24

Time: 08:33

Bus #: 11

Driver: John LANGER

Number of Students on bus: 33

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☒ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Turned bus off (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Activate emergency flashers (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Students exited the bus in orderly fashion	<input checked="" type="checkbox"/>	
	Students exit the bus quickly	<input checked="" type="checkbox"/>	
	One student assigned to be the leader	<input checked="" type="checkbox"/>	
	Two students were assigned to be aides by exit door	<input checked="" type="checkbox"/>	
	Students followed instruction	<input checked="" type="checkbox"/>	
	Students were prepared	<input checked="" type="checkbox"/>	
	Driver directed students the proper direction away from bus	<input checked="" type="checkbox"/>	
	Driver had seating chart in hand	<input checked="" type="checkbox"/>	
	Driver knew student count	<input checked="" type="checkbox"/>	

Comments:

Report Completed By: Brian G. Murray Signature: [Signature]

Drivers Signature: X [Signature]

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 6/3/24

Time: 8:25

Bus #: 15

Driver: LINDA GIORGIANNI

Number of Students on bus: 36

School (Check One): BCMS ☒ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☒ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Turned bus off (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Activate emergency flashers (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Students exited the bus in orderly fashion	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Students exit the bus quickly	<input checked="" type="checkbox"/>	<input type="checkbox"/>
One student assigned to be the leader	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Two students were assigned to be aides by exit door	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Students followed instruction	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Students were prepared	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Driver directed students the proper direction away from bus	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Driver had seating chart in hand	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Driver knew student count	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Comments:

Report Completed By: BRIAN Gilman Signature: [Signature]

Drivers Signature: X Linda Giorgianni

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 6/3/24

Time: 08:23

Bus #: 22

Driver: RAY HATTON

Number of Students on bus: 23

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☒ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Turned bus off (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Activate emergency flashers (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Students exited the bus in orderly fashion	<input checked="" type="checkbox"/>	
	Students exit the bus quickly	<input checked="" type="checkbox"/>	
	One student assigned to be the leader	<input checked="" type="checkbox"/>	
	Two students were assigned to be aides by exit door	<input checked="" type="checkbox"/>	
	Students followed instruction	<input checked="" type="checkbox"/>	
	Students were prepared	<input checked="" type="checkbox"/>	
	Driver directed students the proper direction away from bus	<input checked="" type="checkbox"/>	
	Driver had seating chart in hand	<input checked="" type="checkbox"/>	
	Driver knew student count	<input checked="" type="checkbox"/>	

Comments:

Report Completed By: BRIAN GILMULLEY

Signature: [Signature]

Drivers Signature: [Signature]

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 6/3/24

Time: 08:30

Bus #: 19

Driver: GINNY PETZINGER

Number of Students on bus: 33

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☒ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Turned bus off (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Activate emergency flashers (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Students exited the bus in orderly fashion	<input checked="" type="checkbox"/>	
	Students exit the bus quickly	<input checked="" type="checkbox"/>	
	One student assigned to be the leader	<input checked="" type="checkbox"/>	
	Two students were assigned to be aides by exit door	<input checked="" type="checkbox"/>	
	Students followed instruction	<input checked="" type="checkbox"/>	
	Students were prepared	<input checked="" type="checkbox"/>	
	Driver directed students the proper direction away from bus	<input checked="" type="checkbox"/>	
	Driver had seating chart in hand	<input checked="" type="checkbox"/>	
	Driver knew student count	<input checked="" type="checkbox"/>	

Comments:

Report Completed By: Brian Gilman Signature: [Signature]

Drivers Signature: X [Signature]



# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 6.3.24

Time: 08:37

Bus #: 36

Driver: LINDA RAD

Number of Students on bus: 2

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☒ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Turned bus off (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Activate emergency flashers (Grades 4-8 done by student)	<input checked="" type="checkbox"/>	
	Students exited the bus in orderly fashion	<input checked="" type="checkbox"/>	
	Students exit the bus quickly	<input checked="" type="checkbox"/>	
	One student assigned to be the leader	<input checked="" type="checkbox"/>	
	Two students were assigned to be aides by exit door	<input checked="" type="checkbox"/>	
	Students followed instruction	<input checked="" type="checkbox"/>	
	Students were prepared	<input checked="" type="checkbox"/>	
	Driver directed students the proper direction away from bus	<input checked="" type="checkbox"/>	
	Driver had seating chart in hand	<input checked="" type="checkbox"/>	
	Driver knew student count	<input checked="" type="checkbox"/>	

Comments:

Report Completed By: Brian Gilmurray Signature: [Signature]

Drivers Signature: X L. Rad

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 6/3/24

Time: 08:34

Bus #: 8

Driver: MARC Florio

Number of Students on bus: 25

School (Check One): BCMS ☐ HBS ☐ RMS ☐ SBS ☐ SHS ☐

TBS ☒ WES ☐ WS ☐

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake ( <i>Grades 4-8 done by student</i> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Turned bus off ( <i>Grades 4-8 done by student</i> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Activate emergency flashers ( <i>Grades 4-8 done by student</i> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Students exited the bus in orderly fashion	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Students exit the bus quickly	<input checked="" type="checkbox"/>	<input type="checkbox"/>
One student assigned to be the leader	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Two students were assigned to be aides by exit door	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Students followed instruction	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Students were prepared	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Driver directed students the proper direction away from bus	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Driver had seating chart in hand	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Driver knew student count	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Comments:

Report Completed By: Brian Gilmour Signature: [Signature]

Drivers Signature: X [Signature]

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1. Date of the drill;
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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: Wednesday May 22, 2024

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

School Name: Readington Middle School and Holland Brook School

Location of the Emergency Evacuation Drill: Readington Middle School and Holland Brook School

Route Number(s): 25,18,12,9,33,15,4,6,20,5,11,10,22,21,19,1,17,12,8,34

Name of the school principal/person(s) overseeing the drill: Marci Cole, Transportation Supervisor

Other information relative to the emergency evacuation drill:

# Branchburg Township Student Transportation

## School Bus Evacuation Report

Date: 5/22

Time: 730

Bus #: 25

Driver: Ray Creel

Number of Students on Bus: 32

School (Circle One): BCMS/SBS

HBS

RMS

SHS

TBS

WS

Check One:

Rear Door Drill ☒ Front Door Drill ☐

		YES	NO
	Set parking brake	<input checked="" type="checkbox"/>	
	Turned bus off	<input checked="" type="checkbox"/>	
	Activate emergency flashers	<input checked="" type="checkbox"/>	
	Students exited the bus in orderly fashion	<input checked="" type="checkbox"/>	
	Students exit the bus quickly	<input checked="" type="checkbox"/>	
	One student assigned to be the leader	<input checked="" type="checkbox"/>	
	Two students were assigned to be aides by exit door	<input checked="" type="checkbox"/>	
	Students followed instruction	<input checked="" type="checkbox"/>	
	Students were prepared	<input checked="" type="checkbox"/>	
	Driver directed students the proper direction away from bus	<input checked="" type="checkbox"/>	
	Driver had seating chart in hand	<input checked="" type="checkbox"/>	
	Driver knew student count	<input checked="" type="checkbox"/>	

Comments:

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Report Completed By: Emma Rebelo Signature: Emma Rebelo

Drivers Signature: [Signature]

# Branchburg Township Student Transportation

## School Bus Evacuation Report

Date: 5/22

Time: 720

Bus #: 18

Driver: Melissa Flannery Number of Students on Bus: 28

School (Circle One): BCMS/SBS

HBS

RMS

SHS

TBS

WS

Check One:

Rear Door Drill

X

Front Door Drill

		YES	NO
	Set parking brake	✓	
	Turned bus off	✓	
	Activate emergency flashers	✓	
	Students exited the bus in orderly fashion	✓	
	Students exit the bus quickly	✓	
	One student assigned to be the leader	✓	
	Two students were assigned to be aides by exit door	✓	
	Students followed instruction	✓	
	Students were prepared	✓	
	Driver directed students the proper direction away from bus	✓	
	Driver had seating chart in hand	✓	
	Driver knew student count	✓	

Comments:

Report Completed By:

Emma Rebelo

Signature:

Emma Rebelo

Drivers Signature:

Melissa Flannery

# Branchburg Township Student Transportation

## School Bus Evacuation Report

Date: 5/22

Time: 720

Bus #: V12/36

Driver: Edie P.

Number of Students on Bus: 11

School (Circle One): BCMS/SBS

HBS

RMS

SHS

TBS

WS

Check One:

Rear Door Drill X Front Door Drill \_\_\_\_\_

	YES	NO
Set parking brake	✓	
Turned bus off	✓	
Activate emergency flashers	✓	
Students exited the bus in orderly fashion	✓	
Students exit the bus quickly	✓	
One student assigned to be the leader	✓	
Two students were assigned to be aides by exit door	✓	
Students followed instruction	✓	
Students were prepared	✓	
Driver directed students the proper direction away from bus	✓	
Driver had seating chart in hand	✓	
Driver knew student count	✓	

Comments:

Report Completed By: Emma Rebelo

Signature: Emma Rebelo

Drivers Signature: Edna Petripped

# Branchburg Township Student Transportation

## School Bus Evacuation Report

Date: 5/22/24

Time: 725

Bus #: 38

Driver: Ruby

Number of Students on Bus: 9

School (Circle One): BCMS/SBS

HBS

RMS

SHS

TBS

WS

Check One:

Rear Door Drill

X

Front Door Drill

		YES	NO
	Set parking brake	✓	
	Turned bus off	✓	
	Activate emergency flashers	✓	
	Students exited the bus in orderly fashion	✓	
	Students exit the bus quickly	✓	
	One student assigned to be the leader	✓	
	Two students were assigned to be aides by exit door	✓	
	Students followed instruction	✓	
	Students were prepared	✓	
	Driver directed students the proper direction away from bus	✓	
	Driver had seating chart in hand	✓	
	Driver knew student count	✓	

Comments:

Report Completed By: Emma Rebelo Signature: Emma Rebelo

Drivers Signature: Ruby DeStefano

# Branchburg Township Student Transportation

## School Bus Evacuation Report

Date: 5/22/24 Time: 720 Bus #: 33

Driver: DLN Betsko Number of Students on Bus: 6

School (Circle One): BCMS/SBS HBS RMS

SHS TBS WS

Check One: Rear Door Drill X Front Door Drill \_\_\_\_\_

		YES	NO
	Set parking brake	✓	
	Turned bus off	✓	
	Activate emergency flashers	✓	
	Students exited the bus in orderly fashion	✓	
	Students exit the bus quickly	✓	
	One student assigned to be the leader	✓	
	Two students were assigned to be aides by exit door	✓	
	Students followed instruction	✓	
	Students were prepared	✓	
	Driver directed students the proper direction away from bus	✓	
	Driver had seating chart in hand	✓	
	Driver knew student count	✓	

Comments:

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Report Completed By: Emma Repetto Signature: Emma Repetto

Drivers Signature: Benedy Betsko



# Branchburg Township Student Transportation

## School Bus Evacuation Report

Date: 5/22/24

Time: 7:17

Bus #: 15

Driver: Linda Giorgianni

Number of Students on Bus: 30

School (Circle One): BCMS/SBS

HBS

RMS

SHS

TBS

WS

Check One:

Rear Door Drill



Front Door Drill

		YES	NO
	Set parking brake	✓	
	Turned bus off	✓	
	Activate emergency flashers	✓	
	Students exited the bus in orderly fashion	✓	
	Students exit the bus quickly	✓	
	One student assigned to be the leader	✓	
	Two students were assigned to be aides by exit door	✓	
	Students followed instruction	✓	
	Students were prepared	✓	
	Driver directed students the proper direction away from bus	✓	
	Driver had seating chart in hand	✓	
	Driver knew student count	✓	

Comments:

Report Completed By:

Emma Rebelo

Signature:

Emma Rebelo

Drivers Signature:

Linda Giorgianni

# Branchburg Township Student Transportation

## School Bus Evacuation Report

Date: 5/22

Time: 720

Bus #: 4

Driver: Dave Rego Number of Students on Bus: 39

School (Circle One): BCMS/SBS HBS RMS  
SHS TBS WS

Check One: Rear Door Drill X Front Door Drill \_\_\_\_\_

		YES	NO
	Set parking brake	✓	
	Turned bus off	✓	
	Activate emergency flashers	✓	
	Students exited the bus in orderly fashion	✓	
	Students exit the bus quickly	✓	
	One student assigned to be the leader	✓	
	Two students were assigned to be aides by exit door	✓	
	Students followed instruction	✓	
	Students were prepared	✓	
	Driver directed students the proper direction away from bus	✓	
	Driver had seating chart in hand	✓	
	Driver knew student count	✓	

Comments:

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Report Completed By: Emma Rego Signature: Emma Rego

Drivers Signature: [Signature]

# Branchburg Township Student Transportation

## School Bus Evacuation Report

Date: 5/22

Time: 730

Bus #: 6 (for R7)

Driver: Marci Cole

Number of Students on Bus: 40

School (Circle One): BCMS/SBS

HBS

RMS

SHS

TBS

WS

Check One:

Rear Door Drill

X

Front Door Drill

		YES	NO
	Set parking brake	✓	
	Turned bus off	✓	
	Activate emergency flashers	✓	
	Students exited the bus in orderly fashion	✓	
	Students exit the bus quickly	✓	
	One student assigned to be the leader	✓	
	Two students were assigned to be aides by exit door	✓	
	Students followed instruction	✓	
	Students were prepared	✓	
	Driver directed students the proper direction away from bus	✓	
	Driver had seating chart in hand	✓	
	Driver knew student count	✓	

Comments:

Report Completed By: Emma Reberio

Signature: Emma Reberio

Drivers Signature: Marci Cole

# Branchburg Township Student Transportation

## School Bus Evacuation Report

Date: 5/22 Time: 740 Bus #: 20

Driver: Theresa Brown-Biondo Number of Students on Bus: 35

School (Circle One): BCMS/SBS

HBS

RMS

SHS TBS WS

Check One: Rear Door Drill X Front Door Drill \_\_\_\_\_

		YES	NO
	Set parking brake	✓	
	Turned bus off	✓	
	Activate emergency flashers	✓	
	Students exited the bus in orderly fashion	✓	
	Students exit the bus quickly	✓	
	One student assigned to be the leader	✓	
	Two students were assigned to be aides by exit door	✓	
	Students followed instruction	✓	
	Students were prepared	✓	
	Driver directed students the proper direction away from bus	✓	
	Driver had seating chart in hand	✓	
	Driver knew student count	✓	

Comments:

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Report Completed By: Emma Rebelo Signature: Emma Rebelo

Drivers Signature: Theresa Brown-Biondo

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 5/22/24 Time: 715 Bus #: 5

Driver: Bob Lauck Number of Students on bus: 35

School (Circle One): BCMS/SBS WES RMS/HBS  
SHS TBS WS

Check One: Rear Door Drill X Front Door Drill \_\_\_\_\_

	YES	NO
Set parking brake	✓	
Turned bus off	✓	
Activate emergency flashers	✓	
Students exited the bus in orderly fashion	✓	
Students exit the bus quickly	✓	
One student assigned to be the leader	✓	
Two students were assigned to be aides by exit door	✓	
Students followed instruction	✓	
Students were prepared	✓	
Driver directed students the proper direction away from bus	✓	
Driver had seating chart in hand	✓	
Driver knew student count	✓	

Comments:

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\_\_\_\_\_  
\_\_\_\_\_

Report Completed By: Emma Rebelo Signature: Emma Rebelo

Drivers Signature: [Signature]

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 5/22/24 Time: 740 Bus #: 11

Driver: John Langer Number of Students on bus: 32

School (Circle One): BCMS/SBS WES RMS/HBS  
SHS TBS WS

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake	✓	
Turned bus off	✓	
Activate emergency flashers	✓	
Students exited the bus in orderly fashion	✓	
Students exit the bus quickly	✓	
One student assigned to be the leader	✓	
Two students were assigned to be aides by exit door	✓	
Students followed instruction	✓	
Students were prepared	✓	
Driver directed students the proper direction away from bus	✓	
Driver had seating chart in hand	✓	
Driver knew student count	✓	

Comments:

Report Completed By: Brian Gilmore Signature: B

Drivers Signature: [Signature]

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 5/22/24 Time: 715 Bus #: 10

Driver: JUSTINE McANDREWS Number of Students on bus: 23

School (Circle One): BCMS/SBS WES RMS/HBS  
SHS TBS WS

Check One: Rear Door Drill X Front Door Drill \_\_\_\_\_

	YES	NO
Set parking brake	✓	
Turned bus off	✓	
Activate emergency flashers	✓	
Students exited the bus in orderly fashion	✓	
Students exit the bus quickly	✓	
One student assigned to be the leader	✓	
Two students were assigned to be aides by exit door	✓	
Students followed instruction	✓	
Students were prepared	✓	
Driver directed students the proper direction away from bus	✓	
Driver had seating chart in hand	✓	
Driver knew student count	✓	

Comments:

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Report Completed By: BRIAN GILMUKANY Signature: [Signature]

Drivers Signature: [Signature]

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 5/22/24 Time: 720 Bus #: 22

Driver: RAY HATTON Number of Students on bus: 40

School (Circle One): BCMS/SBS WES RMS/HBS

SHS TBS WS

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake	<input checked="" type="checkbox"/>	
Turned bus off	<input checked="" type="checkbox"/>	
Activate emergency flashers	<input checked="" type="checkbox"/>	
Students exited the bus in orderly fashion	<input checked="" type="checkbox"/>	
Students exit the bus quickly	<input checked="" type="checkbox"/>	
One student assigned to be the leader	<input checked="" type="checkbox"/>	
Two students were assigned to be aides by exit door	<input checked="" type="checkbox"/>	
Students followed instruction	<input checked="" type="checkbox"/>	
Students were prepared	<input checked="" type="checkbox"/>	
Driver directed students the proper direction away from bus	<input checked="" type="checkbox"/>	
Driver had seating chart in hand	<input checked="" type="checkbox"/>	
Driver knew student count	<input checked="" type="checkbox"/>	

Comments:

Report Completed By: Brian Gilmore Signature: [Signature]

Drivers Signature: x [Signature]



# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 5/22/24

Time: 725

Bus #: 21

Driver: Debbie Hill

Number of Students on bus: 26

School (Circle One): BCMS/SBS

WES

RMS/HBS

SHS

TBS

WS

Check One:

Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake	✓	
Turned bus off	✓	
Activate emergency flashers	✓	
Students exited the bus in orderly fashion	✓	
Students exit the bus quickly	✓	
One student assigned to be the leader	✓	
Two students were assigned to be aides by exit door	✓	
Students followed instruction	✓	
Students were prepared	✓	
Driver directed students the proper direction away from bus	✓	
Driver had seating chart in hand	✓	
Driver knew student count	✓	

Comments:

Report Completed By: BRINN GILMURAN Signature: B

Drivers Signature: Debbie Hill

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 5/22/24 Time: 724 Bus #: 19

Driver: Ginny Petzinger Number of Students on bus: 18

School (Circle One): BCMS/SBS WES RMS/HBS

SHS TBS WS

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake	✓	
Turned bus off	✓	
Activate emergency flashers	✓	
Students exited the bus in orderly fashion	✓	
Students exit the bus quickly	✓	
One student assigned to be the leader	✓	
Two students were assigned to be aides by exit door	✓	
Students followed instruction	✓	
Students were prepared	✓	
Driver directed students the proper direction away from bus	✓	
Driver had seating chart in hand	✓	
Driver knew student count	✓	

Comments:

Report Completed By: Brian Gilmore Signature: Brian Gilmore

Drivers Signature: Ginny Petzinger

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 5/22/24 Time: 7:30 Bus #: 1

Driver: Jan Taylor Number of Students on bus: 33

School (Circle One): BCMS/SBS WES RMS/HBS

SHS TBS WS

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake	✓	
Turned bus off	✓	
Activate emergency flashers	✓	
Students exited the bus in orderly fashion	✓	
Students exit the bus quickly	✓	
One student assigned to be the leader	✓	
Two students were assigned to be aides by exit door	✓	
Students followed instruction	✓	
Students were prepared	✓	
Driver directed students the proper direction away from bus	✓	
Driver had seating chart in hand	✓	
Driver knew student count	✓	

Comments:

Report Completed By: Brian Gilmore

Signature: B

Drivers Signature: X

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 5/22/24 Time: 735 Bus #: 17  
Driver: Tom TRENEY Number of Students on bus: 30  
School (Circle One): BCMS/SBS WES RMS/HBS  
SHS TBS WS

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake	<input checked="" type="checkbox"/>	
Turned bus off	<input checked="" type="checkbox"/>	
Activate emergency flashers	<input checked="" type="checkbox"/>	
Students exited the bus in orderly fashion	<input checked="" type="checkbox"/>	
Students exit the bus quickly	<input checked="" type="checkbox"/>	
One student assigned to be the leader	<input checked="" type="checkbox"/>	
Two students were assigned to be aides by exit door	<input checked="" type="checkbox"/>	
Students followed instruction	<input checked="" type="checkbox"/>	
Students were prepared	<input checked="" type="checkbox"/>	
Driver directed students the proper direction away from bus	<input checked="" type="checkbox"/>	
Driver had seating chart in hand	<input checked="" type="checkbox"/>	
Driver knew student count	<input checked="" type="checkbox"/>	

Comments:

Report Completed By: Brian Gilman Signature: [Signature]

Drivers Signature: [Signature]

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 5/22/24 Time: 735 Bus #: 12

Driver: SAMATHA DANTUONO Number of Students on bus: 25

School (Circle One): BCMS/SBS WES RMS/HBS  
SHS TBS WS

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake	✓	
Turned bus off	✓	
Activate emergency flashers	✓	
Students exited the bus in orderly fashion	✓	
Students exit the bus quickly	✓	
One student assigned to be the leader	✓	
Two students were assigned to be aides by exit door	✓	
Students followed instruction	✓	
Students were prepared	✓	
Driver directed students the proper direction away from bus	✓	
Driver had seating chart in hand	✓	
Driver knew student count	✓	

Comments:

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Report Completed By: Brian Gilmore Signature: [Signature]

Drivers Signature: [Signature]

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 5/22/24 Time: 726 Bus #: 8

Driver: MARE FLORIO Number of Students on bus: 31

School (Circle One): BCMS/SBS WES RMS/HBS  
SHS TBS WS

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake	✓	
Turned bus off	✓	
Activate emergency flashers	✓	
Students exited the bus in orderly fashion	✓	
Students exit the bus quickly	✓	
One student assigned to be the leader	✓	
Two students were assigned to be aides by exit door	✓	
Students followed instruction	✓	
Students were prepared	✓	
Driver directed students the proper direction away from bus	✓	
Driver had seating chart in hand	✓	
Driver knew student count	✓	

Comments:

Report Completed By: BRIAN GILMURY Signature: [Signature]

Drivers Signature: [Signature]

# Branchburg/Readington Student Transportation

## School Bus Evacuation Report

Date: 5/22/24 Time: 742 Bus #: 34

Driver: Linda Rad Number of Students on bus: 6

School (Circle One): BCMS/SBS WES RMS/HBS  
SHS TBS WS

Check One: Rear Door Drill ☒ Front Door Drill ☐

	YES	NO
Set parking brake	✓	
Turned bus off	✓	
Activate emergency flashers	✓	
Students exited the bus in orderly fashion	✓	
Students exit the bus quickly	✓	
One student assigned to be the leader	✓	
Two students were assigned to be aides by exit door	✓	
Students followed instruction	✓	
Students were prepared	✓	
Driver directed students the proper direction away from bus	✓	
Driver had seating chart in hand	✓	
Driver knew student count	✓	

Comments:

Report Completed By: Brian Gilmore Signature: [Signature]

Drivers Signature: X.L. Rad