Tabletop Scenario Exercise

It is a beautiful spring day. You have just finished class and one part of the student body is now off to lunch while the others are attending class. Some students have an open hour and know they can be in the library or commons area, or working with teachers. You have teachers assigned to cafeteria duty and there are two teachers assigned to monitor the halls. You are observing a class when you get an urgent message from your secretary; she needs you immediately. The secretary has received a call from police dispatch warning that there have been reports of an armed individual in the immediate vicinity of the school. Before you ever make it to your office, you hear what appears to be shots fired.