



DEPARTMENT OF DEFENSE EDUCATION ACTIVITY

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Chain of Command



Ms. Kharmayne Kannada

Parker ES Principal

21041 Red Cloud Rd
Fort Novosel, AL 36362-0279
United States

334-369-7100



Ms. Jilleane Beard-Archie

Parker ES Assistant Principal

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334-369-7100

School Contacts

<u>Name</u>	<u>Position</u>	<u>Phone</u>
Robert Amuso	Information Technologist	334-369-7100
Theresa Jernigan	Registrar	334-369-7100
Julie Harmon	School Meals Program Cafeteria Manager	334-369-7114
Dane Pridgen	School Counselor	334-369-7133
Mary Salerno	Webmaster	334-369-7112
Beth Saville	Transportation	334-709-4248
Tara Shelley	School Psychologist	334-369-7134
Amber Williams	School Nurse	334-369-7113

School Hours

School Hours	Regular Hours	ERD Hours
Office Hours	7:00 am - 4:00 pm	7:00 am - 4:00 pm
K - 6 Students	8:10 am - 3:10 pm	8:10 am - 2:25 pm
Pre-K AM Students	8:10 am - 10:55 am	8:10 am - 10:10 am
Pre-K PM Students	12:40 pm - 3:10 pm	12:40 pm - 2:25 pm

ERD (Early Release) is the Second TUESDAY of every month

Arrival Dismissal Procedures

Arrival Times/Procedures

Walkers/Biker

- Students should not arrive on campus prior to 8:05am.
- Class activities begin at 8:25am.
- Arrival location for walkers and bike riders is the History Walk gate. Staff will meet at the walker/biker gathering area and direct students to enter the building through History Walk doors.

- Students are not supervised prior to school start time. Parents are responsible for seeking alternate arrangements for their students before and after school. The school will not be responsible for students' care before or after school.
- Students are tardy if they arrive after 8:25am.

Bus Riders

- Entry to the school will be in the front main entrance door.

Dismissal Procedures

- Regular dismissal time is 3:10pm.
- Early dismissal time is 2:25pm on the second Tuesday of each month.
- PreK-2 Walking/Biker students will meet their parents on campus at the drop off gate. Parents of 3 – 6 grade students can stand in the designated area to wait for their children.
- Bus riding students will be dismissed from the front doors. Each student will be escorted to their assigned bus.
- Car Riders will be dismissed from the Amphitheater courtyard.
- The school will not accept transportation changes over the phone. Please email the front office at ParkerES.Office@dodea.edu by 1:30 on the day of transportation change with the student's name, grade, teacher and change of transportation information.
- Students who are not picked up at dismissal will be brought to the front office and parents to be notified.

Early Check-Out Policy

During the school day, students will only be released to a parent or to the emergency contact on the registration form. The only exceptions to the release policy are:

- An e-mail is sent to parkeres.office@dodea.edu from the sponsor or parent designating another adult to pick up the student.
- A military unit has designated someone to pick up the student when the parent(s) and emergency contacts cannot be reached.
- In order to maintain safety and accountability for all students, parents can check out students from the front office until 2:30pm. After 2:30pm, parents will need to meet their child at their regular drop-off location.

Drop-Off and Pick-Up Procedures

- Please follow traffic patterns at all times.
- Car rider vehicles may arrive no earlier than 15 minutes before arrival and dismissal times.
- Car riders are dropped off on the Farrel Rd side of the school in the designated loading/unloading zone. The drop zone begins at the red cone in the lane closest to the building. This is an idle free drop zone only - parking is prohibited.
- In order to maintain safety please allow designated staff members to assist students to/from the vehicle once it has come to a complete stop.
- Drive forward all the way to the end of loading/unloading zone or to the car parked in front of you.

- Make sure your children have their things prepared in advance for unloading. Staff are not permitted to buckle or unbuckle seat belts or car seats. This will help us to speed up the drop off and pick up process.
- Students are only allowed to exit on the right side of the vehicle. Doing so prevents students from walking between two running vehicles.
- Do not block the pedestrian crosswalk.
- Load/unload the students on the passenger side of the vehicle.

Parking

Parking is permitted in designated areas only. Do not use Bus Lane in front of the school for arrival and dismissal during school hours.

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