

2025-2026 SY Duty Schedule MORNING DUTIES 7:40-8:00 AM

BUS DUTY



Janet Davidson	Halema Elmaghob
Trisha Smith	Cristina Dongieux

PONY EXPRESS



Katelyn Scott	Melissa Thorne
Jen Selman (MTW)	Marcia Brown

HALLWAY

Sarah Pender - Main Foyer
Missy Warner - Ambassadors
Leah Vagnoni - Floater
Susan French – Music Lobby
Lyndsay Barrera - Front Hallway
Beth Helman - Back Hallway

CROSSWALK (Across from gym)



Michael Stine	Jen Rath
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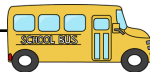
BREAKFAST in Cafeteria



Kimberly Glaes	Megan DeBerry
Rasha Al Kindi	Sireesha Baireddy
Danielle Gregg (M,Th,F) in front of Cafeteria	

AFTERNOON DUTIES 2:45-3:00PM

BUS DUTY



Janet Davidson	Liz Lawler
Sonja Ulvedal	Jennifer Rader/Amy Hurst

PONY EXPRESS



Chrissie Haller	Julia Gerrond (M, T, Th)
Laura Taylor	Hayden Hawes
Kelly Van Benten	

WALKERS (GYM)



Megan Buck	Malali Hameed
Liv DosSantos	

DAYCARE ROOMS



Computer Lab	Rusul Abdulsattar
	Lauren McChristian
	Molly Johnston
	Nidhi Johri

HALLWAY

Arielle Fitzsimmons	Kelly McClear (main)
Bret Spencer	

MORNING DUTIES 7:40-8:00 AM

Bus Duty: The staff will assist with students getting off the bus.

Pony Express: The staff will assist with traffic control and students getting out of their parents cars.

Hallway: The staff will assist with the inside flow of student traffic to classes and breakfast inside of the school building.

Crosswalk: The staff ensures the safety of our bike riders and walkers.

Breakfast: The staff makes sure the students are safe and following the expectations of CCE while getting their breakfast.

AFTERNOON DUTIES 2:45-3:00PM

Bus Duty: The staff will assist with the students getting on their correct bus.

Pony Express: The staff will align students by grade -level, and order them for staging inside of the hallway according to parent arrival.

Hallway: The staff will assist with the inside flow of student traffic to classes and breakfast inside of the school building.

Walkers: The staff receives the students inside of the gym and ensures the students make it to their parents safely by checking identification as they let the students outside for K-2, 3-5 are allowed to leave once dismissed.

Daycare: Receives students inside of the computer lab. All students wait in the computer lab until their daycare is called, then the staff escorts them outside to their daycare van.