



Jones Middle School Frequently Asked Questions

Question	Resource/Contact	Information
Who do I contact regarding school fees/EZPay?	fees@uaschools.org Melissa Thien, Building Secretary, Main Office 614-487-5080	Fees are generally paid on EZ Pay at the beginning of the year during the back to school registration time period.
Can I pay fees at school?	Yes, payments can be made in the main office by check. We prefer no cash.	Credit card payments are only accepted via SPS EZPay.
Who do I contact regarding lunch accounts?	Liz Hayes ehayes@uaschools.org 614-487-5244	Ms. Hayes is able to assist with free/reduced lunch and special dietary needs.
Who do I contact regarding PowerSchool? Who do I contact regarding Canvas?	For login codes: familytechhelp@uaschools.org	The login portal link can be found under Parent Links on the JMS website. Please contact the student's teacher with questions regarding posted grades or curriculum content.
How do I view my child's report card?	Through the PowerSchool Parent Portal. Please sign up at the beginning of the year to access your student's grades and additional resources.	Grades can be found in your child's PowerSchool Portal. Report cards are no longer mailed home. A message will appear in the weekly Parent Update when report cards are ready to view.
Who do I contact regarding tech issues?	familytechhelp@uaschools.org	Students can also stop by the tech desk on the 2nd floor in the Learning Center (LC).
Who do I contact if my student is sick? Who do I contact for a planned trip?	Attendance Office – Denise Pontious jonesattendance@uaschools.org 614-487-5082	Prior to 8:00am call or email the Attendance Office when your student is ill or will be coming in late from an appointment. For any absences longer than 1 day please complete and return Planned Absence Excuse form prior to absence.

How do I sign my student out for an appointment? Lunch?	Attendance Office – Denise Pontious jonesattendance@uaschools.org 614-487-5082	Call or email the Attendance Office before school. Students must get a pass from the Attendance Office prior to leaving for an appointment. Any student leaving for lunch must be signed out by their own parent.
Where can I check for lost items?	Main Office or Cafeteria	There is a large wire basket in the cafeteria for clothes, lunchboxes, etc. The Main Office may have smaller or more valuable items.
Who do I contact with questions regarding community service?	Grade Level Counselor: 7 - Jeff Williams - jawilliams@uaschools.org 8 - Darin Billiter - dbilliter@uaschools.org 6 - Jackie Magill - jmagill@uaschools.org	All students are required to do a total of 5 hours of community service during the summer and school year.
Where does a student log community service hours?	Through Naviance, X2vol is the link.	Students will be instructed on this process in 6th grade.
What are J Mart hours?	Monday and Friday, during lunch hours. 10:40am to 1pm. Parents must sign in at the Main Office.	J Mart supplies, planners, art sketchbooks, and spirit wear.
Who do we contact regarding issues with lockers?	Main Office or Attendance Office. Karl Kirkpatrick (kkirkpatrick@uaschools.org) is the locker manager for JMS.	Teachers throughout the school have keys to open the lockers if they are stuck or we can put in work orders for the more difficult situations.
How do I make an appointment with my Student's Counselor?	Grade Level Counselor: 7 - Jeff Williams - jawilliams@uaschools.org 8 - Darin Billiteri - dbilliter@uaschools.org 6 - Jackie Magill - jmagill@uaschools.org	Please email counselors directly or call Jones Middle School Main Line – 614-487-5080 to be connected to their voicemail.
Who do I contact regarding IEP meetings? 504 Meetings?	Denise Pontious dpontious@uaschools.org 614-487-5082 504 Meetings are scheduled by Grade Level Counselors	Mrs. Pontious schedules all ETR/IEP meetings. If you have a question regarding your student's ETR or IEP please email their Intervention Specialist.

Who do I contact regarding withdrawing my child or sending records to another school?	Denise Pontious dpontious@uaschools.org 614-487-5080	A Records Request form must be completed to send records to another school.
How can a student become involved in school activities?	The JMS website.	The JMS website has a list of clubs and activities along with the teacher or staff member who sponsors the club/activity.
How does athletic eligibility work?	Athletic Office – Charles Chandler cchandler@uaschools.org 614-487-3016	Middle School Athletics is for 7 th and 8 th grade students only. Athletes need to maintain a 2.0 or above average to remain eligible to play a sport.
How does my student receive classroom communication/assistance/homework?	Teachers post class calendars, schedules, homework and resources on Canvas.	If your child is out of school for any reason, your student can access Canvas for any homework instructions.
How do I find information regarding important dates, school events, student services, school news, etc.?	The weekly Parent Update and the JMS website are excellent resources for school information.	The Parent Update is emailed out weekly to parents on Sunday afternoons. JMS Web address: https://www.uaschools.org/jonesmiddleschool/home.aspx
Who do I contact about bus transportation for my child?	Teresa Seward or Evelyn Bermudez - Transportation Department schoolbusquestions@uaschools.org 614-487-6477	Please complete a Transportation Request form in PowerSchool prior to having your student ride the bus.
Where can I submit a change of address?	Kati Nelson - enrollment@uaschools.org	Please complete a Change of Address form online and return to Kati Nelson within 10 days.

Please also refer to the Students' Rights and Responsibilities Handbook for additional information