

Frequently Asked Questions

Questions about:	Department or Office	Contact Person	Contact Phone	Contact Email	Link to More Information
Athletics	Athletics	Jennifer Marston	904-547-8682	jennifer.marston@stjohns.k12.fl.us	http://www-pmhs.stjohns.k12.fl.us/athletics/
Attendance	Dean's	Niqui DeVos	904-547-8671	karyn.devos@stjohns.k12.fl.us	
AVID Classes	Guidance	Meredith Masiak	904-547-8689	meredith.masiak@stjohns.k12.fl.us	http://www-pmhs.stjohns.k12.fl.us/avid/
Bell Schedule	Online				http://www-pmhs.stjohns.k12.fl.us/wp-content/uploads/2014/08/PMHS-2019-2020-Bell-Schedule.pdf
Bookkeeper	Admin	Angie Lord	904-547-8657	angela.lord@stjohns.k12.fl.us	
Bus Information	Online	Transportation	904-547-7810		https://www.stjohns.k12.fl.us/transportation/faqs/
Cafeteria & Food Service at Pedro	Online	Chuck McCutcheon	904-547-8688	charles.mccutcheon@stjohns.k12.fl.us	https://www-pmhs.stjohns.k12.fl.us/cafe/
Calendar (School days, Holidays, etc.)	Online				https://www.stjohns.k12.fl.us/calendar/
Change of Address	Form Online	Christine Kelley	904-547-8667	christine.kelley@stjohns.k12.fl.us	http://www.stjohns.k12.fl.us/student/wp-content/uploads/sites/21/2018/01/SJCSD-Change-of-Address-Form.pdf
Clubs & Activities	Online				https://www-pmhs.stjohns.k12.fl.us/activities/
College Information	Guidance	Guidance Counselors			
Community Service Hours	Guidance	Guidance Counselors			http://www.stjohns.k12.fl.us/results/?q=community+service+hours&cx=016557278797989499101%3Af_kvaw-spac
Counselor Appointments	Guidance	Christine Kelley	904-547-8667	christine.kelley@stjohns.k12.fl.us	
Driver Education Classes	SJCTC	Chris Keelin	904-209-2298	ckeelin@sictax.us	http://sictax.us/DriverEducation.aspx
Dual Enrollment	Guidance	Guidance Counselors			
Enroll a New Student	Begin Online	Christine Kelley	904-547-8667	christine.kelley@stjohns.k12.fl.us	http://www.stjohns.k12.fl.us/student/enrollment/
Florida Virtual Issues	Guidance	Guidance Counselor			
Graduation		Yanetta Smith		yanetta.arnold@stjohns.k12.fl.us	
Guidance Counselor - who is mine?	Online				http://www-pmhs.stjohns.k12.fl.us/guidance/
Home Access Center (HAC)		Patrice Shumaker	904-547-8663	rae.shumaker@stjohns.k12.fl.us	
IB Classes	Guidance	Stephanie Toffaletti	904-547-8665	stephanie.toffaletti@stjohns.k12.fl.us	http://www-pmhs.stjohns.k12.fl.us/ib/
ID's	Media Cntr	Lea Kilgallon	904-547-8669	lea.kilgallon@stjohns.k12.fl.us	
Lockers	Dean's	Kevin Leonard	904-547-8656	kevin.leonard@stjohns.k12.fl.us	Automatically assigned to students and are printed on their schedules.
Lunch Costs	Online				https://www.stjohns.k12.fl.us/food/free/
Lunch Free & Reduced	Online				https://www.stjohns.k12.fl.us/food/free/
Lunch Menus	Online				https://www.stjohns.k12.fl.us/food/
Media Center	Media Cntr	Lea Kilgallon	904-547-8669	lea.kilgallon@stjohns.k12.fl.us	https://www-pmhs.stjohns.k12.fl.us/media/media-center-faqs/
Menendez Spirit Gear	Online Store	Patrick Turner	904-547-8662	patrick.turner@stjohns.k12.fl.us	https://www.bsnteamssports.com/shop/SPIRITPMHS
Modified Schedules	Guidance	Guidance Counselors			
Parent/Teacher Conferences	Guidance	Christine Kelley	904-547-8667	christine.kelley@stjohns.k12.fl.us	
Parking Passes	Dean's	Kevin Leonard	904-547-8656	kevin.leonard@stjohns.k12.fl.us	http://www-pmhs.stjohns.k12.fl.us/wp-content/uploads/2014/08/PMHS-2019-2020-Parking_Application.pdf
Planners	Dean's	Niqui DeVos	904-547-8671	karyn.devos@stjohns.k12.fl.us	
Proof of Residency	Guidance	Christine Kelley	904-547-8667	christine.kelley@stjohns.k12.fl.us	http://www.stjohns.k12.fl.us/student/residency/
Principal's Secretary	Admin	Telisha Taylor	904-547-8653	telisha.taylor@stjohns.fl.us	
PTO/SAC	Online	Jessica Allard		jessica.allard@stjohns.k12.fl.us	https://www-pmhs.stjohns.k12.fl.us/sac/
Schedule Changes/Last Name A-D & IB	Guidance	Stephanie Toffaletti	904-547-8665	stephanie.toffaletti@stjohns.k12.fl.us	
Schedule Changes/Last Name E-L & ESE	Guidance	Megan Crawshaw	904-547-8673	megan.crawshaw@stjohns.k12.fl.us	
Schedule Changes/Last Name M-Z & AVID	Guidance	Meredith Masiak	904-547-8689	meredith.masiak@stjohns.k12.fl.us	
Scholarships	Guidance	Guidance Counselors			https://pmhsscholarships.weebly.com/
School Access/Volunteering	Online				https://www.stjohns.k12.fl.us/volunteer/
School Pay	Online				https://www.schoolpav.com/login/
School Start & End Times	Online				https://www.stjohns.k12.fl.us/schools/hours/
Schoolology	Online				http://www.stjohns.k12.fl.us/media/edtech/schoolology/schoolology-for-parents/
Student Code of Conduct	Online				https://www.stjohns.k12.fl.us/schoolservices/conduct/
Student Records		Patrice Shumaker	904-547-8663	rae.shumaker@stjohns.k12.fl.us	
Testing IB	Guidance	Jonathan Higgins	904-547-8690	jonathan.higgins@stjohns.k12.fl.us	
Testing PSAT/FSA/EOC/PERT/ELL	Online	Elizabeth Purtil	904-547-8666	elizabeth.purtill@stjohns.k12.fl.us	https://www-pmhs.stjohns.k12.fl.us/testing/
Testing SAT/ACT		Simone Romanacce		simone.romanacce@stjohns.k12.fl.us	
Testing Waivers		Elizabeth Purtil	904-547-8666	elizabeth.purtill@stjohns.k12.fl.us	
Textbooks	Media Cntr	Kate Neff	904-547-8669	kate.neff@stjohns.k12.fl.us	https://www-pmhs.stjohns.k12.fl.us/media/media-center-faqs/
Transcripts	Order Online	Patrice Shumaker	904-547-8663	rae.shumaker@stjohns.k12.fl.us	https://www.parchment.com/u/registration/9275/account
Transportation	Online	Transportation	904-547-7810		https://www.stjohns.k12.fl.us/transportation/faqs/
Volunteering at Your Child's School	Online				https://www.stjohns.k12.fl.us/volunteer/
Withdraw a Student	Guidance	Christine Kelley	904-547-8667	christine.kelley@stjohns.k12.fl.us	
Work Based Learning Application	Online				https://www-pmhs.stjohns.k12.fl.us/registration/wp-content/uploads/sites/26/2014/02/ApplicationPDF.pdf
Yearbook	Online	Jodie Johnson		jodie.johnson@stjohns.k12.fl.us	https://www-pmhs.stjohns.k12.fl.us/yearbook/