

PICK UP / DELIVERY SERVICE CODES AND DAYS

(September through mid-June. Limited delivery service available mid-June through August.)

IMPORTANT! If your mail needs to go to a school building other than the superintendent's office, you must label your pieces of mail with **the school's names along with the delivery code**. The JCISD only makes deliveries to the superintendent's offices. (Some schools have exceptions and are listed below)

School Deliveries	Code	Day(s)
Columbia Schools Superintendent Office Adult & Community Education Brooklyn Elementary Columbia Central High School Columbia Central Middle School Norman A. Miller Elementary	B-11	Monday
Concord Superintendent Office Concord Elementary School Concord Middle School Concord High School	A-6	Thursday
daVinci Administration davinci Downtown daVinci Primary School	C-24 C-23 C-25	Thursday
East Jackson Superintendent Office East Jackson Community Education East Jackson High School East Jackson Middle School East Jackson Elementary School	B-1	Monday
Grass Lake Superintendent Office Grass Lake High School Grass Lake Middle School George Long Elementary School	B-8	Monday
Hanover-Horton Superintendent Office Hanover-Horton High School Hanover-Horton Middle School Hanover-Horton Elementary School	A-8	Monday
Jackson Catholic Middle School	A-14	Thursday
Jackson Christian High School	C-9	Thursday
Jackson College	C-15	Thursday
Jackson County Health Department	C-22	As Needed
Jackson District Library	C-11	As Needed
Jackson ISD Central Campus Jackson Area Career Center Kit Young Center Kratz Education Center Lyle Torrant Center Transportation Center	D-2 D-5 A-3 D-4 D-1 D-6	M-F
Youth Center	C-11	As Needed
Jackson Preparatory & Early College - JPEC	C-21	Thursday
Jackson Public Superintendent Office Jackson High School Middle School at Parkside 4 th Street Learning Center Cascades Elementary School Dibble Elementary School Hunt Elementary School John R. Lewis Elementary School Jackson Pathway Jackson Public Schools Montessori Center Northeast Elementary School Sharp Park IB World School	D-3	Monday & Thursday

School Deliveries	Code	Day(s)
Lumen Christi High School	A-15	Thursday
Michigan Center Superintendent Office Arnold Elementary School Keicher Elementary School Michigan Center Jr/Sr High School Michigan Center Preschool/ECDD	B-17	Monday
Napoleon Superintendent Office Ackerson Lake High School & Community Center Ezra Eby Elementary School Napoleon High School Napoleon Middle School Pirates Cove Child Care Pirates Cove Pre-School	B-9	Monday
Northwest Superintendent Office Kidder Middle School Northwest Alternative High School Northwest Early Elementary School Northwest Elementary School Northwest High School Northwest Pre-School & Child Care	A-2	Thursday
Paragon Academy	A-19	Thursday
Queen of Miraculous Medal Schools	C-4	Thursday
St. Johns	C-5	Thursday
St. Marys	C-7	Thursday
Springport Superintendent Office Springport High School Springport Middle School Springport Elementary School	A-4	Thursday
Trinity Lutheran	C-1	Thursday
Vandercook Lake Superintendent Office Vandercook Lake Middle & High School Townsend Elementary School	B-16	Monday
Western Superintendent Office Western High School Western Middle School Bean Elementary School Parma Elementary School Warner Elementary School Woodville	A-12	Thursday