

**Middletown Township School District  
Office of the Superintendent  
2016-2017 School Year**

**Chain of Command / How to Effectively Communicate with School Officials**

Parents are often discouraged when they attempt to communicate with central office administrators and are sent back to building-based officials in order to resolve a problem their child may be experiencing in school. To prevent that frustration, parents can become informed about the “Chain of Command”, or where to begin the communication sequence regarding their child’s problem. Many parental questions are easily and completely answered by communicating directly with the educator in charge of the class or program. Each situation should first be addressed at whatever level the initial action was taken with appeals moving on to the next level on the chain of command. The easiest way to communicate would be by email (*Email format: last\_name;first\_initial@middletownk12.org*). A phone call would be the next preferable way to communicate.

**On Matters Involving Instruction (High Schools)**

1. Classroom Teacher or Case Manager
2. Guidance Counselor
3. School Administrator/Subject-area oversight:

• English & L.A.- HS North & South	Ms. Tyniesha Douglas	(732) 706-6061, ext. 1205
• Mathematics- HS North & South	Mr. John Kerrigan	(732) 706-6061, ext. 1205
• Science- HS North & South	Ms. Devyn Orozco	(732) 706-6111, ext. 2163
• Social Studies- HS North & South	Mr. Charles Welsh	(732) 706-6111, ext. 2126
• Technology- HS North & South	Mr. Daniel Alston	(732) 671-3850, ext. 2709
• Business & Family/Consumer Sciences- HS North	Mr. Chris Reginio	(732) 706-6061, ext. 1341
• Business & Family/Consumer Sciences- HS South	Ms. Lindsay Fox	(732) 706-6111, ext. 2117
• Fine & Performing Arts- HS North	Mr. Anthony Mormile	(732) 706-6061, ext. 1211
• Fine & Performing Arts- HS South	Ms. Tara Nicholas	(732) 706-6111, ext. 2121
• Physical Ed. & Health- HS North	Mrs. Victa McKenzie	(732) 706-6061, ext. 1207
• Physical Ed. & Health- HS South	Ms. Lindsay Fox	(732) 706-6061, ext. 2117
• World Language- HS North	Mr. Chris Reginio	((732) 706-6061, ext. 1341
• World Language- HS South	Mr. James Homiak	(732) 706-6111, ext. 2119
• English Language Learners- HSN & HSS	Mrs. Victa McKenzie	(732) 706-6061, ext. 1207
• Bridges & Visions	Mrs. Victa McKenzie	(732) 706-6061, ext. 1207

4. Principal

5. Office of Curriculum & Instruction

• Technology Supervisor K-12	Mr. Daniel Alston	(732) 671-3850, ext. 2709
• Director of Curriculum and Instruction / Special Projects K-12 / ESL	Ms. Natalie Franzl	(732) 671-3850, ext. 1020
• Director of Curriculum and Instruction / Special Projects K-12	Ms. Jessica Shaw	(732) 671-3850, ext. 1030
• District Director for Curriculum and Instruction – Humanities K-12	Mrs. Charlene O’Hagan	(732) 671-3850, ext. 1027
• District Director for Curriculum and Instruction – Math and Science K-12	Mrs. Marjorie Caruso	(732) 671-3850, ext. 1046
• Asst. Superintendent for Human Resources, Curriculum and Instruction	Mrs. Kim Pickus	(732) 671-3850, ext. 1030

6. Office of Student Services

• Special Education Supervisor (instructional matters)	Ms. Danielle Schroeck	(732) 671-3850, ext. 1037
• Supervisor of Special Class Programs	Ms. Sharon Thimons	(732) 671-3850, ext. 1034
• Student Services Supervisor of CST	Ms. Jamie Koransky	(732) 671-3850, ext. 1034
• District Director Student Services (Related Services)	Mr. Robert Dunn	(732) 671-3850, ext. 1038

**Middletown Township School District  
Office of the Superintendent  
2016-2017 School Year**

**On Matters Involving Instruction (Middle School)**

1. Classroom Teacher or Case Manager
2. Assistant Principal
3. Principal
4. Office of Curriculum and Instruction
  - Technology Supervisor K-12 Mr. Daniel Alston (732) 671-3850, ext. 2709
  - Director of Curriculum and Instruction / Special Projects K-12 / ESL Ms. Natalie Franzl (732) 671-3850, ext. 1020
  - Director of Curriculum and Instruction / Special Projects K-12 Ms. Jessica Shaw (732) 671-3850, ext. 1030
  - District Director Math and Science K-12 Mrs. Marjorie Caruso (732) 671-3850, ext. 1046
  - District Director Humanities K-12 Mrs. Charlene O'Hagan (732) 671-3850, ext. 1027
  - Asst. Superintendent Human Resources, Curriculum and Instruction Mrs. Kim Pickus (732) 671-3850, ext. 1030
5. Office of Student Services
  - Special Education Supervisor (instructional matters) Ms. Danielle Schroeck (732) 671-3850, ext. 1037
  - District Director Student Services (Related Services) Mr. Robert Dunn (732) 671-3850, ext. 1038

**On Matters Involving Athletics or Extra-curricular Activity (High Schools or Middle Schools)**

1. Club Advisor or Coaches
2. Principal
3. Athletic Director Mr. Rich Carroll (732) 671-3850, ext. 1071
4. Asst. Superintendent of Student Activities/Services Mrs. Mary Ellen Walker (732) 671-3850, ext. 1026

**On Matters Involving Student Discipline (High Schools or Middle Schools)**

1. Classroom Teacher
2. Guidance Counselor
3. Assistant Principal
4. Principal
5. Asst. Superintendent of Student Activities/Services Mrs. Mary Ellen Walker (732) 671-3850, ext. 1026

**On Elementary School Matters**

1. Classroom Teacher or Case Manager
2. Principal
3. Office of Curriculum and Instruction
  - Technology Supervisor K-12 Mr. Daniel Alston (732) 671-3850, ext. 2709
  - Director of Curriculum and Instruction / Special Projects K-12 / ESL Ms. Natalie Franzl (732) 671-3850, ext. 1020
  - Director of Curriculum and Instruction / Special Projects K-12 Ms. Jessica Shaw (732) 671-3850, ext. 1030
  - District Director Math and Science K-12 Mrs. Marjorie Caruso (732) 671-3850, ext. 1046
  - District Director Humanities K-12 Mrs. Charlene O'Hagan (732) 671-3850, ext. 1027
  - Asst. Superintendent Curriculum and Instruction Mrs. Kim Pickus (732) 671-3850, ext. 1030
4. Office of Student Services
  - Special Education Supervisor(instructional matters) Ms. Danielle Schroeck (732) 671-3850, ext. 1037
  - District Director Student Services (Related Services) Mr. Robert Dunn (732) 671-3850, ext. 1038

**Middletown Township School District  
Office of the Superintendent  
2016-2017 School Year**

**On Matters Involving Facilities or Buildings & Grounds** (building maintenance / custodial / grounds)

- |   |                    |                           |
|---|--------------------|---------------------------|
| 1. Principal                                |                    |                           |
| 2. Director of Facilities                   | Mr. John Parsells  | (732) 706-6061, ext. 1373 |
| 3. Business Administrator / Board Secretary | Mrs. Amy Gallagher | (732) 671-3850, ext. 1015 |

**On Matters Involving Transportation**

- |   |                     |                           |
|---|---------------------|---------------------------|
| 1. Transportation                           | Mrs. Barbara Vining | (732) 671-3850, ext. 1007 |
| 2. Business Administrator / Board Secretary | Mrs. Amy Gallagher  | (732) 671-3850, ext. 1015 |

**On Matters Involving Security**

- |  |                        |                           |
|--|------------------------|---------------------------|
| 1. Security Supervisor                                 | Mr. John Maguire       | (732) 671-3850, ext. 1097 |
| 2. Asst. Superintendent of Student Activities/Services | Mrs. Mary Ellen Walker | (732) 671-3850, ext. 1026 |

**To Resolve All Matters Only After You Have Followed the Levels Outlined Above**

- |   |                               |                                   |
|---|-------------------------------|-----------------------------------|
| 1. Superintendent of Schools                | William O. George III, Ed. D. | (732) 671-3850, ext. 1002         |
| 2. Business Administrator / Board Secretary | Mrs. Amy Gallagher            | (732) 671-3850, ext. 1015 or 1005 |

**Middletown Township School District  
Office of the Superintendent  
2016-2017 School Year**

**Secondary School Administrators**

<u>School / Main Number</u>	<u>Principal</u>	<u>Ext.</u>	<u>Assistant Principals</u>	<u>Ext.</u>
High School South (732) 706-6111	Mr. Patrick Rinella <a href="mailto:rinellap@middletownk12.org">rinellap@middletownk12.org</a> Secretary: Robyn Tarallo	2155	Lindsay Fox <a href="mailto:foxl@middletownk12.org">foxl@middletownk12.org</a>	2117
			Mr. Charles Welsh <a href="mailto:welshc@middletownk12.org">welshc@middletownk12.org</a>	2126
			Mr. James Homiak <a href="mailto:homiakj@middletownk12.org">homiakj@middletownk12.org</a>	2119
			Ms. Tara Nicholas <a href="mailto:nicholast@middletownk12.org">nicholast@middletownk12.org</a>	2121
			Ms. Devyn Orozco <a href="mailto:orozcod@middletownk12.org">orozcod@middletownk12.org</a>	2163
High School North (732) 706-6061	Dr. Patricia Vari-Cartier <a href="mailto:cartierp@middletownk12.org">cartierp@middletownk12.org</a> Secretary: Mary Ann Scala	1206	Ms. Tyniesha Douglas <a href="mailto:douglast@middletownk12.org">douglast@middletownk12.org</a>	1205
			Mr. John Kerrigan <a href="mailto:kerriganj@middletownk12.org">kerriganj@middletownk12.org</a>	1205
			Mrs. Victa McKenzie <a href="mailto:mckenziev@middletownk12.org">mckenziev@middletownk12.org</a>	1207
			Mr. Anthony Mormile <a href="mailto:mormilea@middletownk12.org">mormilea@middletownk12.org</a>	1211
			Mr. Christopher Reginio <a href="mailto:reginioc@middletownk12.org">reginioc@middletownk12.org</a>	1341
Bayshore Middle School (732) 291-1380	Mr. Michael Scarano <a href="mailto:scaranom@middletownk12.org">scaranom@middletownk12.org</a> Secretary: Jackie Manente	2706	Mr. Kevin Cullen <a href="mailto:cullenk@middletownk12.org">cullenk@middletownk12.org</a>	2700
Thompson Middle School (732) 671-2212	Mr. Matthew Kirkpatrick <a href="mailto:kirkpatrickm@middletownk12.org">kirkpatrickm@middletownk12.org</a> Secretary: Christine Weimer	8700	Dr. Steven Trudell <a href="mailto:trudells@middletownk12.org">trudells@middletownk12.org</a>	8701
Thorne Middle School (732) 787-1220	Mr. Thomas Olausen <a href="mailto:olausent@middletownk12.org">olausent@middletownk12.org</a> Secretary: Darlene Freshnock	7700	Mr. Robert Generelli <a href="mailto:generellir@middletownk12.org">generellir@middletownk12.org</a>	7702

**Middletown Township School District  
Office of the Superintendent  
2016-2017 School Year**

<u>Elementary School Administrators</u>			
School	Main Number	Principal	Extension
Bayview	732-787-3590	Mr. Dan Imbimbo <a href="mailto:imbimbod@middletownk12.org">imbimbod@middletownk12.org</a> Secretary: Eileen O'Brien	3100
Fairview	732-747-3308	Mr. Michael Melando <a href="mailto:melandom@middletownk12.org">melandom@middletownk12.org</a> Secretary: Janet Mercer	3500
Harmony	732-671-2111	Mr. Erik Paulson <a href="mailto:paulsone@middletownk12.org">paulsone@middletownk12.org</a> Secretary: Vivian Tito	4100
Leonardo	732-291-1330	Mr. Peter J. Smith <a href="mailto:smithpe@middletownk12.org">smithpe@middletownk12.org</a> Secretary: Karen Beagen	4500
Lincroft	732-741-5838	Mr. Steven Graziano <a href="mailto:grazianos@middletownk12.org">grazianos@middletownk12.org</a> Secretary: Marilena Rebelo	5100
Middletown Village	732-671-0267	Mrs. Karen Zupancic <a href="mailto:zupancick@middletownk12.org">zupancick@middletownk12.org</a> Secretary: Nancy Macaluso	5500
Navesink	732-291-0289	Mr. James Altobello <a href="mailto:altobelloj@middletownk12.org">altobelloj@middletownk12.org</a> Secretary: Nancy McBride	6100
New Monmouth	732-671-5317	Dr. John Andl <a href="mailto:andlj@middletownk12.org">andlj@middletownk12.org</a> Secretary: Donna Fette	6501
Nut Swamp	732-671-5795	Mr. Neil Leone <a href="mailto:leonen@middletownk12.org">leonen@middletownk12.org</a> Secretary: Kathy Sullivan	7101
Ocean Avenue	732-787-0092	Mrs. Cynthia C. Wilson <a href="mailto:wilsoncc@middletownk12.org">wilsoncc@middletownk12.org</a> Secretary: Debbie Horbac	7500
Port Monmouth	732-787-0441	Mrs. Kathryn Katzgrau <a href="mailto:katzgrauk@middletownk12.org">katzgrauk@middletownk12.org</a> Secretary: Roseann Nardini	8101
River Plaza	732-747-3679	Mr. David Whitman <a href="mailto:whitmand@middletownk12.org">whitmand@middletownk12.org</a> Secretary: Trish Levy	8500