

Middletown Township Public Schools
Office of the Superintendent
2021-2022 School Year

Chain of Communication / How to Effectively Communicate with School Officials

Parents are often discouraged when they attempt to communicate with central office administrators and are directed back to building-based administrators 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 Communication”, or where to begin the communication process regarding their concerns.

Most parental questions are completely answered by communicating directly with the educator in charge of the class or program. Each situation should first be addressed at the level the initial action was taken, with appeals moving on to the next level on the chain of communication. 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 Course Curriculum and Instruction

1. Classroom Teacher
2. Guidance Counselor / Case Manager
3. Director – Subject Area Oversight
 - Director of Mathematics and Science Daniel Kushner 732-671-3850, ext. 1046
Lynn Rizzuto, secretary
 - Director of Social Studies and Technology TBD 732-706-6061, ext. 1205
Michele Mingino, secretary
 - Director of English / Language Arts Lucinda Van Glahn 732-706-6061, ext. 1205
Michele Mingino, secretary
 - Director Arts and Business Education Steven Graziano 732-706-6061, ext. 1205
Michele Mingino, secretary
 - Director of Staff Development & Special Projects (Supervision of Physical Education and Health) Devyn Orozco 732-671-3850. ext. 1046
Lynn Rizzuto, secretary
 - District Director for Curriculum and Instruction - Student Programs (Supervision of World Language and ESL) Bridgette Burt 732-671-3850, ext. 1046
Lynn Rizzuto, secretary
4. Assistant Principal (if applicable)
5. Principal
6. Office of Curriculum & Instruction
 - District Director for Curriculum and Instruction - Student Programs Bridgette Burt 732-671-3850, ext. 1046
Lynn Rizzuto, secretary
 - District Director for Evaluation and Assessment Practices (Including Tiered Interventions) John Kerrigan, Ed.D. 732-671-3850, ext. 1046
Lynn Rizzuto, secretary
7. Asst. Superintendent for Curriculum and Instruction Jessica Alfone 732-671-3850, ext. 1030
Patty Eisenmann, secretary

On Matters Involving Special Education and Section 504 of the Rehabilitation Act

1. Teacher / Case Manager
2. Assistant Principal
3. Principal
4. Director of Special Education Danielle Schroeck 732-671-3850, ext. 1037
Colleen Ferrara, secretary
5. District Director of Special Education Michele Tiedemann, Ed.D. 732-671-3850, ext. 1034
Lisa Maguire, secretary
6. Asst. Superintendent for Curriculum & Instruction. Jessica Alfone 732-671-3850, ext. 1026
Patty Eisenmann, secretary

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

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|---|-----------------|---|
| 1. Club Advisor or Coach | | |
| 2. Assistant Principal | | |
| 3. Principal | | |
| 4. Athletic Director | Rich Carroll | 732-671-3850, ext. 1071
<i>Kathy Clapp, secretary</i> |
| 5. Asst. Superintendent for Human Resources | Patrick Rinella | 732-671-3850, ext. 1043
<i>Teresa Orlando, secretary</i> |

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

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|---|---------------------|--|
| 1. Classroom Teacher | | |
| 2. Guidance Counselor | | |
| 3. Assistant Principal | | |
| 4. Principal | | |
| 5. Asst. Superintendent for Student Support Svcs. | Matthew Kirkpatrick | 732-671-3850, ext. 1026
<i>Trish Drobish, secretary</i> |

On Matters Involving Facilities or Buildings & Grounds (bldg. maintenance / custodial / grounds)

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|---|-------------|---|
| 1. Principal | | |
| 2. Director of Facilities | TBD | 732-706-6061, ext. 1363
<i>Anne Brennan, secretary</i> |
| 3. Business Administrator/Board Secretary | Amy Doherty | 732-671-3850, ext. 1015
<i>Tammy Nelson, secretary</i> |

On Matters Involving Transportation

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|---|----------------|---|
| 1. Assistant Principal | | |
| 2. Principal | | |
| 3. Transportation Coordinator | Barbara Vining | 732-671-3850, ext. 1007
<i>Mary Davis, secretary</i> |
| 4. Business Administrator/Board Secretary | Amy Doherty | 732-671-3850, ext. 1015
<i>Tammy Nelson, secretary</i> |

On Matters Involving Security

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|---|---------------------|--|
| 1. Assistant Principal | | |
| 2. Principal | | |
| 3. Security Supervisor | John Maguire | 732-671-3850, ext. 1097 |
| 4. Asst. Superintendent for Student Support Svcs. | Matthew Kirkpatrick | 732-671-3850, ext. 1026
<i>Trish Drobish, secretary</i> |

On Matters Involving Lunch Program

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|---|---------------|--|
| 1. Assistant Principal | | |
| 2. Principal | | |
| 3. Asst. Business Administrator | Denise DeRosa | 732-671-3850, ext. 1005
<i>Sherry Landau, secretary</i> |
| 4. Business Administrator/Board Secretary | Amy Doherty | 732-671-3850, ext. 1015
<i>Tammy Nelson, secretary</i> |

On Matters Relating to Student Health

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|--|----------------------|--|
| 1. Assistant Principal | | |
| 2. Principal | | |
| 3. Assistant Superintendent of Student Support Svcs. | Matthew Kirkpatrick. | 732-671-3850, ext. 1026
<i>Trish Drobish, secretary</i> |

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To Resolve Matters Only After You Have Followed the Chain of Communication Outlined Above

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|---|-------------------|--|
| 1. Business Administrator/Board Secretary | Amy Doherty | 732-671-3850, ext. 1015
<i>Tammy Nelson, secretary</i> |
| 2. Superintendent of Schools | Mary Ellen Walker | 732-671-3850, ext. 1002
<i>Patricia Condon, secretary</i> |

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Secondary School Administrators			
School	Main Number	Administrator	Extension
High School South	732-706-6111	Principal: Thomas Olausen olausent@middletownk12.org Secretary: Robyn Tarallo	2155
		Guidance AP: Steven Trudell, Ed.D. trudells@middletownk12.org Secretary: Carly Balsamo	2121
		Asst. Principal: James Rasmussen rasmussenj@middletownk12.org Secretary: Silvia Ferreira	2117
		Asst. Principal: Brian Dorgan dorganb@middletownk12.org Secretary: Julie Shapiro	2126
		Asst. Principal: Carey Albanese albanesec@middletownk12.org Secretary: Debie Studd	2119
High School North	732-706-6061	Principal: Dr. Patricia Vari-Cartier cartierp@middletownk12.org Secretary: Mary Ann Scala	1206
		Guidance AP: Tara Nicholas nicholast@middletownk12.org Secretary: Maria Famiglietti	1211
		Asst. Principal: James Falco, Ed. D. falcoj@middletownk12.org Secretary: Jada Emery	1212
		Asst. Principal: Jesse Herbert herbertj@middletownk12.org Secretary: Alison Zuchosky	1207
		Asst. Principal: Chris Reginio, Ed.D. reginioc@middletownk12.org Secretary: Michele Alaia	1341
Bayshore Middle School	732 291-1380	Principal: Michael Scarano scaranom@middletownk12.org Secretary: Melissa Settembrino	2706
		Asst. Principal: Michael Gannon gannonm@middletownk12.org Secretary: Nancy Conzo	2700
Thompson Middle School	732-671-2212	Principal: Brian Currie currieb@middletownk12.org Secretary: Christine Weimer	8700
		Asst. Principal: Lindsay Lorson, Ed.D., lorsonl@middletownk12.org Secretary: Donna Stevens	8701
Thorne Middle School	732-787-1220	Principal: Shannon Smith smiths@middletownk12.org Secretary: Darlene Freshnock	7700
		Asst. Principal: James Homiak, homiakj@middletownk12.org Secretary: Kathy Sullivan	7702

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Elementary School Administrators			
School	Main Number	Principal	Extension
Bayview	732-787-3590	Tara Raspanti raspantit@middletownk12.org <i>Secretary: Bridget Susi</i>	3100
Fairview	732-747-3308	Michael Melando melandom@middletownk12.org <i>Secretary: Janet Mercer</i>	3500
Harmony	732-671-2111	Erik Paulson paulsone@middletownk12.org <i>Secretary: Chris Cady</i>	4100
Leonardo	732-291-1330	Peter J. Smith smithp@middletownk12.org <i>Secretary: Karen Beagen</i>	4500
Lincroft	732-741-5838	Daniel Imbimbo imbimbod@middletownk12.org <i>Secretary: Lori Losquadro</i>	5100
Middletown Village	732-671-0267	Maureen McCormack mccormackm@middletownk12.org <i>Secretary: Nancy Macaluso</i>	5500
Navesink	732-291-0289	Kevin Cullen cullenk@middletownk12.org <i>Secretary: Kelly O'Brien</i>	6100
New Monmouth	732-671-5317	Matthew Ferri ferrim@middletownk12.org <i>Secretary: Donna Fette</i>	6501
Nut Swamp	732-671-5795	Neil Leone leonen@middletownk12.org <i>Secretary: TBA</i>	7101
Ocean Avenue	732-787-0092	Cynthia C. Wilson wilsoncc@middletownk12.org <i>Secretary: Wendy Dunleavy</i>	7500
River Plaza	732-747-3679	David Whitman whitmand@middletownk12.org <i>Secretary: Trish Levy</i>	8500