

Middletown Township Public Schools
Office of the Superintendent
2022-2023 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 James Rasmussen 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) TBA 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 TBA 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. 1046
Lynn Rizzuto, 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 (K-8) Danielle Schroeck 732-671-3850, ext. 1037
Colleen Ferrara, secretary
5. Director of Special Education (gr. 9 – age 21) Brian Dorgan 732-671-3850, ext. 1037
Colleen Ferrara, secretary
6. District Director of Special Education Michele Tiedemann, Ed.D. 732-671-3850, ext. 1034
Lisa Maguire, secretary
7. Asst. Superintendent for Curriculum & Instruction. Jessica Alfone 732-671-3850, ext. 1046
Lynn Rizzuto, secretary

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

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

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

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

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

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

On Matters Involving Transportation

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

On Matters Involving Security

1. Assistant Principal
2. Principal
3. Director of Safety and Security John Maguire 732-671-3850, ext. 1097
4. Asst. Superintendent for Student Support Services Matthew Kirkpatrick 732-671-3850, ext. 1026
Trish Drobish, secretary

On Matters Involving Lunch Program

1. Assistant Principal
2. Principal
3. Asst. Business Administrator Denise DeRosa 732-671-3850, ext. 1015
Tammy Nelson, secretary
4. Business Administrator/Board Secretary Amy Doherty 732-671-3850, ext. 1015
Tammy Nelson, secretary

On Matters Relating to Student Health

1. Assistant Principal
2. Principal
3. Assistant Superintendent of Student Support Services Matthew Kirkpatrick. 732-671-3850, ext. 1026
Trish Drobish, secretary

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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: <i>Robyn Tarallo</i>	2155
		Guidance AP: Steven Trudell, Ed.D. trudells@middletownk12.org Secretary: <i>Carly Balsamo</i>	2121
		Asst. Principal: Vincent Esposito espositov@middletownk12.org Secretary: <i>Silvia Ferreira</i>	2117
		Asst. Principal: Danielle Colte colted@middletownk12.org Secretary: <i>Julie Shapiro</i>	2126
		Asst. Principal: Carey Albanese albanesec@middletownk12.org Secretary: <i>Debie Studd</i>	2119
High School North	732-706-6061	Principal: Dr. Patricia Vari-Cartier cartierp@middletownk12.org Secretary: <i>Mary Ann Scala</i>	1206
		Guidance AP: Tara Nicholas nicholast@middletownk12.org Secretary: <i>Maria Famiglietti</i>	1211
		Asst. Principal: James Falco, Ed. D. falcoj@middletownk12.org Secretary: <i>Jada Emery</i>	1212
		Asst. Principal: Jesse Herbert herbertj@middletownk12.org Secretary: <i>Alison Zuchosky</i>	1207
		Asst. Principal: Chris Reginio, Ed.D. reginioc@middletownk12.org Secretary: <i>Michele Alaia</i>	1341
Bayshore Middle School	732 291-1380	Principal: Michael Scarano scaranom@middletownk12.org Secretary: <i>Melissa Settembrino</i>	2706
		Asst. Principal: Michael Gannon gannonm@middletownk12.org Secretary: <i>Nancy Conzo</i>	2700
Thompson Middle School	732-671-2212	Principal: Brian Currie currieb@middletownk12.org Secretary: <i>Christine Weimer</i>	8700
		Interim Asst. Principal: Nicholas Trezza trezzan@middletownk12.org Secretary: <i>Donna Stevens</i>	8701
Thorne Middle School	732-787-1220	Principal: Shannon Smith smiths@middletownk12.org Secretary: <i>Darlene Freshnock</i>	7700
		Asst. Principal: James Homiak, homiakj@middletownk12.org Secretary: <i>Fran Carbone</i>	7702

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Elementary School Administrators			
School	Main Number	Principal	Extension
Bayview	732-787-3590	Tara Raspanti raspantit@middletownk12.org <i>Secretary: Dawn Lehotsky</i>	3100
Fairview	732-747-3308	Michael Melando melandom@middletownk12.org <i>Secretary: Kathy Sullivan</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: Lauren Sweeney</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: Gina Cavanagh</i>	6501
Nut Swamp	732-671-5795	Neil Leone leonen@middletownk12.org <i>Secretary: Lisa Bock</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