

**Toms River Regional School District**  
**Office of the Superintendent**  
**David M. Healy**

**Chain of Communication / How to Effectively Communicate with School Officials**  
**2018-2019 School Year**

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 Communication**”, or where to begin the communication sequence regarding their child’s problem. *Parents of children with special needs should refer to the Special Education section below.*

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 communication. The easiest way to communicate would be by email (please see the respective e-mail addresses listed below). A phone call would be the next preferable way to communicate. **The main number is 732-505-5775. See below for extensions/numbers.**

## Intermediate East

**A. On matters involving Intermediate School Curriculum and Instruction first contact:**

<b>1. Classroom Teacher</b>			
<b>2. Guidance Counselor or Case Manager</b>			
<b>3. Building Supervisor of Instruction – Christy Downs</b>			
<b>4. Content Supervisor (see below)</b>			
Mathematics	Ms. Heather Pentifallo Supervisor	<a href="mailto:hpentifallo@trschoos.com">hpentifallo@trschoos.com</a>	x 240084
Science	Mrs. Kelly Kirk Supervisor	<a href="mailto:kkirk@trschoos.com">kkirk@trschoos.com</a>	x 240084
Language Arts	Mrs. Christy Downs Supervisor	<a href="mailto:cdowns@trschoos.com">cdowns@trschoos.com</a>	x 240084
Social Studies	Mr. Linuel Lloyd Supervisor	<a href="mailto:lloyd@trschoos.com">lloyd@trschoos.com</a>	x 240084
World Language (K-12)	Ms. Adrienne Gold Supervisor	<a href="mailto:agold@trschoos.com">agold@trschoos.com</a>	x 240084
Health/Phys. Education	Mrs. Debbie Schwartz Supervisor	<a href="mailto:dschwartz@trschoos.com">dschwartz@trschoos.com</a>	x 240084
Life Skills/Technology	Mrs. Tiffany Lucey Supervisor of Educational Technology	<a href="mailto:flukey@trschoos.com">flukey@trschoos.com</a>	x 500107
Fine Arts	Mr. James Cleveland Vice Principal	<a href="mailto:jcleveland@trschoos.com">jcleveland@trschoos.com</a>	x 240003
<b>5. Appropriate Assistant Principal (see below)</b>			
Grade 6	Mr. William Baxter	<a href="mailto:wbaxter@trschoos.com">wbaxter@trschoos.com</a>	x 240004
Grade 7	Mr. James Cleveland	<a href="mailto:jcleveland@trschoos.com">jcleveland@trschoos.com</a>	x 240003
Grade 8	Mr. Bryan Madigan	<a href="mailto:bmadigan@trschoos.com">bmadigan@trschoos.com</a>	x 240005

<b>6. Principal</b>			
Principal	Mr. Bryan Madigan	<a href="mailto:bmadigan@trschoools.com">bmadigan@trschoools.com</a>	x 240005
<b>7. Director of Secondary Curriculum</b>			
Director of Secondary Curriculum	Ms. Norma DeNoia	<a href="mailto:ndenoia@trschoools.com">ndenoia@trschoools.com</a>	732-505-5500 x 500052

***B. On matters involving Special Education (elementary and intermediate level) first contact:***

<b>1. Classroom Teacher</b>			
<b>2a. For Programs and IEP</b>	Case Manager		x 245787
<b>2b. For Classroom Issues: Supervisor of Teacher</b>	Christy Downs – Self-Contained LA/SS Grs. 6-8	<a href="mailto:cdowns@trschoools.com">cdowns@trschoools.com</a>	x 240084
	Heather Pentifallo – Math	<a href="mailto:hpentifallo@trschoools.com">hpentifallo@trschoools.com</a>	x 240084
	Kelly Kirk – Science	<a href="mailto:kkirk@trschoools.com">kkirk@trschoools.com</a>	x 240084
<b>3. Appropriate Assistant Principal (see below)</b>			
Grade 6	Mr. William Baxter	<a href="mailto:wbaxter@trschoools.com">wbaxter@trschoools.com</a>	x 240004
Grade 7	Mr. James Cleveland	<a href="mailto:jcleveland@trschoools.com">jcleveland@trschoools.com</a>	x 240003
Grade 8	Mr. Bryan Madigan	<a href="mailto:bmadigan@trschoools.com">bmadigan@trschoools.com</a>	x 240005
<b>1. Principal</b>			
Principal	Mr. Bryan Madigan	<a href="mailto:bmadigan@trschoools.com">bmadigan@trschoools.com</a>	x 240005
<b>5a. Supervisor of Special Education</b>	Ms. Kelly Umbach	<a href="mailto:kumbach@trschoools.com">kumbach@trschoools.com</a>	732-505-5500 x 500046
<b>5b. Supervisor of Special Education (PSD/Autistic)</b>	Ms. Anna Kasper	<a href="mailto:akasper@trschoools.com">akasper@trschoools.com</a>	732-505-5500 x 500500
<b>6. Director of Special Education</b>	Ms. Joy Forrest	<a href="mailto:jforrest@trschoools.com">jforrest@trschoools.com</a>	732-505-5500 x 500043

***C. On matters involving Intermediate School Athletics first contact:***

<b>1. Coach</b>			
<b>2. Athletic Coordinator</b>	Mr. Michaelann Dietlmeier	<a href="mailto:mdietlmeier@trschoools.com">mdietlmeier@trschoools.com</a>	732-505-5775
<b>3. Assistant Principal</b>	Mr. William Baxter	<a href="mailto:wbaxter@trschoools.com">wbaxter@trschoools.com</a>	x 240004
<b>4. Principal</b>	Mr. Bryan Madigan	<a href="mailto:bmadigan@trschoools.com">bmadigan@trschoools.com</a>	x 240001
<b>5. District Athletic Coordinator</b>	Mr. Edward Gillen	<a href="mailto:egillen@trschoools.com">egillen@trschoools.com</a>	732-505-5665 x 215621

***Intermediate Extra-Curricular/Clubs first contact:***

<b>1. Club Advisor</b>			
<b>2. Assistant Principal</b>	Mr. James Cleveland	<a href="mailto:jcleveland@trschoools.com">jcleveland@trschoools.com</a>	x 240003
<b>3. Principal</b>	Mr. Bryan Madigan	<a href="mailto:bmadigan@trschoools.com">bmadigan@trschoools.com</a>	x 240005

**D. On matters involving Intermediate School Student Discipline first contact:**

<b>1. Classroom Teacher</b>			
<b>2. Guidance Counselor or Case Manager</b>			
<b>3. Appropriate Assistant Principal (see below)</b>			
Grade 6	Mr. William Baxter	<a href="mailto:wbaxter@trschoools.com">wbaxter@trschoools.com</a>	x 240004
Grade 7	Mr. James Cleveland	<a href="mailto:jcleveland@trschoools.com">jcleveland@trschoools.com</a>	x 240003
Grade 8	Mr. Bryan Madigan	<a href="mailto:bmadigan@trschoools.com">bmadigan@trschoools.com</a>	x 240005
<b>4. Principal: All Grades</b>			
All Grades and all Students	Mr. Bryan Madigan	<a href="mailto:bmadigan@trschoools.com">bmadigan@trschoools.com</a>	x 240005

**E. To resolve all matters only after you have followed the levels outlined above please contact:**

Assistant Superintendent (intermediate, high school)	Dr. Marc Natanagara	<a href="mailto:mnananagara@trschoools.com">mnananagara@trschoools.com</a>	732-505-5500 x 500007
Assistant Superintendent (special education)	Mr. James Ricotta, Jr.	<a href="mailto:jricotta@trschoools.com">jricotta@trschoools.com</a>	732-505-5500 x 500006

**F. To resolve all matters only after you have followed the levels outlined above:**

Superintendent of Schools	Mr. David Healy	<a href="mailto:dhealy@trschoools.com">dhealy@trschoools.com</a>	732-505-5500 x 500005
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