

**Toms River Regional School District**  
**Office of the Superintendent**  
**Thomas Gialanella**

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

***2020-2021 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 732-505-5665. See extensions/numbers below.**

## ***High School East***

***A. On matters involving High 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 – Charles Evers</b>			
<b>4. Content Supervisor (see below)</b>			
Mathematics	Ms. Heather Pentifallo Supervisor	<a href="mailto:hpentifallo@trschoools.com">hpentifallo@trschoools.com</a>	x 250085
Science	Mr. Charles Evers Supervisor	<a href="mailto:cevers@trschoools.com">cevers@trschoools.com</a>	x 210086
English Language Arts, Media	Ms. Tonya Rivera Supervisor	<a href="mailto:trivera@trschoools.com">trivera@trschoools.com</a>	x 210085
World Language (K-12), ESL	Ms. Adrienne Gold Supervisor	<a href="mailto:agold@trschoools.com">agold@trschoools.com</a>	x 210083
Social Studies	Mr. Matt Malagiere Supervisor	<a href="mailto:mmalagiere@trschoools.com">mmalagiere@trschoools.com</a>	x 210084
Health/Phys. Education, Art, Music	Mrs. Debbie Schwartz	<a href="mailto:dschwartz@trschoools.com">dschwartz@trschoools.com</a>	x 210081
Educational Technology, Careers (CTE), Life Skills, Business	Mrs. Tiffany Lucey Supervisor of Educational Technology	<a href="mailto:tlucey@trschoools.com">tlucey@trschoools.com</a>	732-505-5500 x 500107
Fine Arts	Mr. Thomas Regan Assistant Principal	<a href="mailto:tregan@trschoools.com">tregan@trschoools.com</a>	x 210003
<b>5. Principal</b>			
Principal	Mr. Patrick Thomas	<a href="mailto:pthomas@trschoools.com">pthomas@trschoools.com</a>	x 210007
<b>6. Director of Secondary Curriculum</b>			
Director of Secondary Curriculum	Estee Mailot, Ed.D.	<a href="mailto:emailot@trschoools.com">emailot@trschoools.com</a>	732-505-5500 x 500052

***B. On matters involving Special Education (high school level) first contact:***

<b>1. Classroom Teacher</b>			
<b>2. Case Manager (732-505-5665) or Guidance Counselor, Carrie Bush(x 210038)</b>			
<b>3. Special Education Supervisor, Ms. Heather Mills (732-505-5500 x 500041)</b>			
<b>4. Principal, Mr. Patrick Thomas</b>			
<b>5. 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 High School Athletics first contact:***

<b>1. Coach</b>			
<b>2. Athletic Coordinator</b>	Mr. Brian Cerbone	<a href="mailto:bcerbone@trschoools.com">bcerbone@trschoools.com</a>	x 215681
<b>3. Assistant Principal</b>	Ms. Erin Anders	<a href="mailto:eanders@trschoools.com">eanders@trschoools.com</a>	x 210002
<b>4. Principal</b>	Mr. Patrick Thomas	<a href="mailto:pthomas@trschoools.com">pthomas@trschoools.com</a>	x 210007
<b>5. District Athletic Coordinator</b>	Mr. Edward Gillen	<a href="mailto:egillen@trschoools.com">egillen@trschoools.com</a>	x 215621

***High School Extra-Curricular/Clubs first contact:***

<b>1. Club Advisor</b>			
<b>2. Assistant Principal</b>	Varies depending on club		732-505-5665
<b>3. Principal</b>	Mr. Patrick Thomas	<a href="mailto:pthomas@trschoools.com">pthomas@trschoools.com</a>	x 210007

***D. On matters involving High 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>			
Assistant Principal: Grade 9 & 10 R-Z	Ms. Stephanie Hines	<a href="mailto:shines@trschoools.com">shines@trschoools.com</a>	x 210004
Assistant Principal: Grade 10 L-Q & 11	Mr. Thomas Regan	<a href="mailto:tregan@trschoools.com">tregan@trschoools.com</a>	x 210003
Assistant Principal: Grade 10 A-K & 12	Ms. Erin Anders	<a href="mailto:eanders@trschoools.com">eanders@trschoools.com</a>	x 210002
<b>4. Principal: All Grades</b>			
Principal	Mr. Patrick Thomas	<a href="mailto:pthomas@trschoools.com">pthomas@trschoools.com</a>	x 210007

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

<b>Assistant Superintendent (intermediate, high school)</b>	Ms. Cara DiMeo	<a href="mailto:cdimeo@trschoools.com">cdimeo@trschoools.com</a>	732-505-5500 x 500006
<b>Assistant Superintendent (Special education)</b>	Mr. James Ricotta, Jr.	<a href="mailto:jricotta@trschoools.com">jricotta@trschoools.com</a>	732-505-5500 x 500007

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

<b>Interim Superintendent of Schools</b>	Mr. Thomas Gialanella	<a href="mailto:tgialanella@trschoools.com">tgialanella@trschoools.com</a>	732-505-5500 x 500005
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