

**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 732-505-5702. See extensions/numbers listed below.**

## ***High School North***

***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 – Adrienne Gold or Tonya Rivera</b> |   |  |                          |
| <b>4. Content Supervisor (see below)</b>                                     |   |  |                          |
| Mathematics  | Ms. Heather Pentifallo<br>Supervisor                          | <a href="mailto:hpentifallo@trschoools.com">hpentifallo@trschoools.com</a> | 732-505-5665<br>x 250085 |
| Science  | Mr. Charles Evers<br>Supervisor                               | <a href="mailto:cevers@trschoools.com">cevers@trschoools.com</a>           | 732-505-5665<br>x 210086 |
| English Language Arts, Media   | Ms. Tonya Rivera<br>Supervisor                                | <a href="mailto:trivera@trschoools.com">trivera@trschoools.com</a>         | 732-505-5665<br>x 210085 |
| World Language (K-12), ESL   | Ms. Adrienne Gold<br>Supervisor                               | <a href="mailto:agold@trschoools.com">agold@trschoools.com</a>             | 732-505-5665<br>x 210083 |
| Social Studies   | Mr. Matt Malagiere<br>Supervisor                              | <a href="mailto:mmalagiere@trschoools.com">mmalagiere@trschoools.com</a>   | 732-505-5665<br>x 210081 |
| Health/Phys. Education, Art, Music   | Mrs. Debbie Schwartz<br>Supervisor                            | <a href="mailto:dschwartz@trschoools.com">dschwartz@trschoools.com</a>     | 732-505-5665<br>x 210081 |
| Educational Technology, Careers (CTE),<br>Life Skills, Business              | Mrs. Tiffany Lucey<br>Supervisor of<br>Educational Technology | <a href="mailto:tlucey@trschoools.com">tlucey@trschoools.com</a>           | 732-505-5500<br>x 500107 |
| Fine Arts  | Mr. Chris Madigan<br>Assistant Principal                      | <a href="mailto:cmadigan@trschoools.com">cmadigan@trschoools.com</a>       | x 220005                 |
| <b>5. Principal</b>  |   |  |                          |
| Principal  | Mr. Edward Keller   | <a href="mailto:ekeller@trschoools.com">ekeller@trschoools.com</a>         | x 220011                 |
| <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<br>x 500052 |

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

|   |                 |  |                       |
|---|-----------------|--|-----------------------|
| 1. Classroom Teacher  |                 |  |                       |
| 2. Case Manager (732 505-5719) or Guidance Counselor, Michelle Riordan (732-505-5712) |                 |  |                       |
| 3. Special Education Supervisor, Ms. Heather Mills (732-505-5575)                     |                 |  |                       |
| 4. Principal, Mr. Edward Keller   |                 |  |                       |
| 5. Director of Special Education  | 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:***

|                                  |                   |  |          |
|----------------------------------|-------------------|--|----------|
| 1. Coach                         |                   |  |          |
| 2. Athletic Coordinator          | Ms. Lisa Madigan  | <a href="mailto:lmadigan@trschoools.com">lmadigan@trschoools.com</a> | x 220128 |
| 3. Assistant Principal           | Mr. David Fazzini | <a href="mailto:dfazzini@trschoools.com">dfazzini@trschoools.com</a> | x 220002 |
| 4. Principal                     | Mr. Edward Keller | <a href="mailto:ekeller@trschoools.com">ekeller@trschoools.com</a>   | x 220011 |
| 5. District Athletic Coordinator | Mr. Edward Gillen | <a href="mailto:egillen@trschoools.com">egillen@trschoools.com</a>   | x 215621 |

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

|                        |                             |  |          |
|------------------------|-----------------------------|--|----------|
| 1. Advisor             |                             |  |          |
| 2. Assistant Principal | Ms. Heather Golla DeGrandis | <a href="mailto:hdegrandis@trschoools.com">hdegrandis@trschoools.com</a> | x 220004 |
| 3. Principal           | Mr. Edward Keller           | <a href="mailto:ekeller@trschoools.com">ekeller@trschoools.com</a>       | x 220011 |

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

|  |                             |  |          |
|--|-----------------------------|--|----------|
| 1. Classroom Teacher                           |                             |  |          |
| 2. Guidance Counselor or Case Manager          |                             |  |          |
| 3. Appropriate Assistant Principal (see below) |                             |  |          |
| Assistant Principal: Grade 9                   | Ms. Heather Golla DeGrandis | <a href="mailto:hdegrandis@trschoools.com">hdegrandis@trschoools.com</a> | x 220004 |
| Assistant Principal: Grade 10                  | Mr. David Fazzini           | <a href="mailto:dfazzini@trschoools.com">dfazzini@trschoools.com</a>     | x 220002 |
| Assistant Principal: Grade 11                  | Mr. Kevin Raylman           | <a href="mailto:kraylman@trschoools.com">kraylman@trschoools.com</a>     | x 220003 |
| Assistant Principal: Grade 12                  | Mr. Christopher Madigan     | <a href="mailto:cmadigan@trschoools.com">cmadigan@trschoools.com</a>     | x 220005 |
| 4. Principal: All Grades                       |                             |  |          |
| Principal                                      | Mr. Edward Keller           | <a href="mailto:ekeller@trschoools.com">ekeller@trschoools.com</a>       | x 220011 |

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

|  |                        |  |                       |
|--|------------------------|--|-----------------------|
| Assistant Superintendent (intermediate, high school) | Ms. Cara DiMeo         | <a href="mailto:cdimeo@trschoools.com">cdimeo@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:**

|  |                       |  |                         |
|--|-----------------------|--|-------------------------|
| <b>Interim Superintendent of Schools</b> | Mr. Thomas Gialanella | <a href="mailto:tgialanella@trschoools.com">tgialanella@trschoools.com</a> | 732-505-5500<br>x 50005 |
|--|-----------------------|--|-------------------------|