

Toms River Regional School District
Office of the Superintendent
Michael Citta

Chain of Communication / How to Effectively Communicate with School Officials
2023 -2024 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.

ELEMENTARY

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

1. Classroom Teacher			
2. Guidance Counselor or Case Manager			
3. Supervisor			
4. Principal			
SCHOOL	SUPERVISOR	PRINCIPAL	
Beachwood	Mr. James Klass jklass@trschoools.com	Mrs. Kimberly Muir kmuir@trschoools.com	732-505-5820
Cedar Grove	Ms. Christina Manna cmanna@trschoools.com	Ms. Stacey Monetti smonetti@trschoools.com	732-505-5830
Joseph A. Citta	Mr. Tom Lanza flanza@trschoools.com	Mr. Michael Pallen mpallen@trschoools.com	732-818-8550
East Dover	Ms. JoAnn Nocera jnocera@trschoools.com	Mr. Matthew Gray mgray@trschoools.com	732-505-5840
Hooper Avenue	Mr. Michael DeRiggi cmanna@trschoools.com	Mr. Jason Hughes jhughes@trschoools.com	732-505-5850
North Dover	Ms. Dina O’Donnell dodonnell@trschoools.com	Ms. Colleen McGrath cmcgrath@trschoools.com	732-505-5860
Pine Beach	Ms. Wendy Dravis wdravis@trschoools.com	Mrs. Tricia Moran Tutzauer tmoran@trschoools.com	732-505-5870
Silver Bay	Ms. Tonya Rivera trivera@trschoools.com	Mr. Michael DeVita mdevita@trschoools.com	732-505-5880
South Toms River	Mrs. Nikole Mustica nmustica@trschoools.com	Mr. Dennis Holzapfel dholzapfel@trschoools.com	732-505-5890
Walnut Street	Ms. Courtney Norcross cnorcross@trschoools.com	Mr. Richard DeMarco rdemarco2@trschoools.com	732-505-5900
Washington Street	Ms. Jacqueline Citta jcitta@trschoools.com	Mr. Jeffrey Ryan jryan@trschoools.com	732-505-5910
West Dover	Ms. Kathryn Melson kmelson@trschoools.com	Ms. Shannon Brown slbrown@trschoools.com	732-505-5920
5. Director of Elementary Curriculum			
Director of Elementary Curriculum	Ms. Rachel Cicala	rcicala1@trschoools.com	732-505-5500 x 500051

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

1. Classroom Teacher			
2. Case Manager			
3. Principal (Building Level)			
4. Supervisor of Special Services (K-21)	Ms. Dana Weber	dweber@trschools.com	732-505-5900 x 300051
5. Supervisor of Special Services (CST/Pre K-21)	Ms. Catherine Mellon	cmellon@trschools.com	732-505-3900 x 260081
5. Supervisor of Special Services (Pre K/Autistic) all Pre-K	Ms. Anna Kasper	akasper@trschools.com	732-818-8570
6. Director of Special Services	Ms. Joy Forrest	jforrest@trschools.com	732-505-5500 x 500043

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

Assistant Superintendent (elementary)	Cara DiMeo	cdimeo@trschools.com	732-505-5500 x 500006
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D. To resolve all matters only after you have followed the levels outlined above:

Superintendent of Schools	Mr. Michael Citta	mcitta@trschools.com	732-505-5500 x 500005
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