Toms River Regional School District
Office of the Superintendent
Michael Citta

Chain of Communication / How to Effectively Communicate with School Officials

2026-2027 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 732-505-5734. See extensions/numbers listed below.

High School South

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

1.Classroom Teacher			
2. Guidance Counselor or Case Manager			
3. Building Supervisor of Instruction – Heather Pentifallo			
4. Content Supervisor (see below)			
	Mrs. Heather Pentifallo Supervisor	hpentifallo@trschools.com	732-505-5734 x 230081
4. Principal			
Principal	Mr. Kevin Raylman	kraylman@trschools.com	x 230007
5. **Director of Secondary Curriculum**			
Director of Secondary Curriculum	Ms. Adrienne Gold	agold@trschools.com	732-505-5500 x500052

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

1. **Classroom Teacher**			
2. Case Manager (732-505-5916) or Guidance Counselor, Ricky Maldonado, (732-505-5745)			
3. Special Education Supervisor, Ms. Adrienne Gold, (732-505-5575)			
3a. Supervisor of Special Education (Pre K/Autism) all Pre-K	Michael DeVita	mdevita@trschools.com	732-505-8570
3b. Supervisor of Special Education (CST/K-5)	Mr. Kevin Huff	**khuff@trschools.com**	732-505-3900 x 370109
3c. Supervisor of Special Education (6-21)	Ms. Ann Marie Gingerelli-Drake	**agingerelli1@trschools.com**	732-505-5500 x 260081
4. Principal, Mr. Kevin Raylman			
5. Director of Special Education	Dana Weber	**dweber@trschools.com**	732-505 -5500 x 500040

C. On matters involving <u>High School Athletics</u> first contact:

Coach			
2. Athletic Coordinator	Mr. William Madigan	**wmadigan@trschools.com**	x 230131
3. Assistant Principal	Mr. John Oberti	**joberti@trschools.com**	x 230004
4. Principal	Mr. Kevin Raylman	**kraylman@trschools.com**	x 230005
5. District Athletic Coordinator	Mr. Edward Gillen	**egillen@trschools.com**	732-505-5665 x 215621

<u>High School Extra-Curricular/Clubs</u> first contact:

1. Club Advisor			
2. Assistant Principal	Mr. Christopher Peck	**cpeck@trschools.com**	x 230002
3. Principal	Mr. Kevin Raylman	**kraylman@trschools.com**	x 230005

D. On matters involving <u>High School Student Discipline</u> first contact:

1. Classroom Teacher			
2. Guidance Counselor or Case Manager			
3. Appropriate Assistant Principal (see below)			
Assistant Principal: Grade 9 & Grade 10	Mr. Mark Sullivan	**msulliva@trschools.com**	x 230003
Assistant Principal: Grade 12	Mr. John Oberti	**joberti@trschools.com**	x 230004
Assistant Principal: and Grade 11	Mr. Christopher Peck	**cpeck@trschools.com**	x 230002
4. Principal: All Grades			
Principal	Mr. Kevin Raylman	**kraylman@trschools.com**	x 230005

E. To resolve all matters <u>only</u> after you have followed the levels outlined above please contact:

Assistant Superintendent (intermediate, high school)	Mr. Patrick Thomas	**pthomas@trschools.com**	732-505-5500 x 500007

F. To resolve all matters <u>only</u> after you have followed the levels outlined above:

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