



Chain of Communication / How to Effectively Communicate with School Officials 2025-2026 School Year

Parents are often discouraged when they attempt to communicate with central office administrators and are directed back to building-based administrators in order to resolve a problem their child may be experiencing in school. To prevent that frustration, we encourage parents to be informed about the “Chain of Communication”, or where to begin the communication process regarding their concerns.

Most parental questions are completely answered by communicating directly with the educator in charge of the class or program. Each situation should first be addressed at the 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.

(Email format: last_name;first_initial@middletownk12.org). A phone call would be the next preferable way to communicate.

The district administration believes that parents are our partners in our students' education. We encourage you to share your questions and concerns and advocate for your children. To that end, we will do our best to address your communication in a timely and satisfactory manner.

On Matters Involving Course Curriculum and Instruction

1. Classroom Teacher
2. Guidance Counselor / Case Manager
3. Supervisor – Subject Area Oversight
 - District Director of Curriculum & Instruction
John Kerrigan, Ed.D.
kerriganj@middletownk12.org 732-706-6061, ext. 1046
Michelle Mittenzwei, secretary
 - Supervisor of Secondary Curriculum & Instruction (English LA, Social Studies, Fine and Performing Arts, World Language, ELL)
Lana Cook, Ed.D.
cookla@middletownk12.org 732-706-6061, ext. 1205
Michele Mingino, secretary
 - Supervisor of Elementary Curriculum & Instruction, Grades PK-5 (Harmony, Fairview, Village, Ocean Ave.)
Cynthia Wilson
wilsonce@middletownk12.org 732-671-3850, ext. 1046
Michelle Mittenzwei, secretary
 - Supervisor of Elementary Curriculum & Instruction, Grades K-5 (Leonardo, Navesink, Bayview, New Monmouth)
Daniel Imbimbo
imbimbod@middletownk12.org 732-671-3850, ext. 1046
Michelle Mittenzwei, secretary
 - Supervisor of Elementary Curriculum & Instruction, Grades K-5 (Lincroft, River Plaza, Nut Swamp)
Angela Sofia-Mero
meroa@middletownk12.org 732-671-3850, ext. 1046
Michelle Mittenzwei, secretary
4. Assistant Principal (if applicable)
5. Principal

6. Office of Curriculum & Instruction

- Supervisor for Curriculum & Instruction
- Asst. Superintendent for Curriculum & Instruction

Daniel Kushner
kushnerd@middletownk12.org
Kevin Cullen
cullenk@middletownk12.org

732-671-3850, ext. 1046
Michelle Mittenzwei, secretary
732-671-3850, ext. 1027
Melissa Settembrino, secretary

On Matters Involving Special Education and Section 504 of the Rehabilitation Act

1. Teacher / Case Manager
2. Assistant Principal
3. Principal
4. Supervisor of Special Education Middle School
Danielle Schroeck 732-671-3850, ext. 1037
schroeckd@middletownk12.org Colleen Ferrara, secretary
5. Supervisor of Special Education Elementary School
Rose Scullion 732-671-3850, ext. 1037
scullionr@middletownk12.org Colleen Ferrara, secretary
6. Supervisor of Special Education High School
Nicholas Trezza 732-671-3850, ext. 1038
trezzan@middletownk12.org Marie Gilbertson, secretary
7. District Director of Special Education
Jennifer Grenger 732-671-3850, ext. 1037
grengerj@middletownk12.org Colleen Ferrara, secretary
8. Asst. Superintendent for Curriculum & Instruction Kevin Cullen 732-671-3850, ext. 1027
cullenk@middletownk12.org Melissa Settembrino, secretary

On Matters Involving Athletics or Extra-curricular Activity (High Schools or Middle Schools)

1. Club Advisor or Coach
2. Assistant Principal
3. Principal
4. Athletic Director
Rich Carroll 732-671-3850, ext. 1071
carrollr@middletownk12.org Loren Emery, secretary
5. Asst. Superintendent for Human Resources
Patrick Rinella, Ed.D. 732-671-3850, ext. 1043
rinellap@middletownk12.org Teresa Orlando, secretary

On Matters Involving Student Discipline (High Schools or Middle Schools)

1. Classroom Teacher
2. Guidance Counselor
3. Assistant Principal
4. Principal
5. District Director of Student Support Services
Margaret Young, Ed.D. 732-671-3850, ext. 1026
youngma@middletownk12.org Lynn Rizzuto, secretary
6. Asst. Superintendent for Student Support Services
Matthew Kirkpatrick 732-671-3850, ext. 1026
kirkpatrickm@middletownk12.org Lynn Rizzuto, secretary

On Matters Involving Facilities or Buildings & Grounds (bldg. maintenance / custodial / grounds)

1. Principal
2. Director of Facilities
Adam Nasr 732-706-6061, ext. 1363
nasra@middletownk12.org Kathryn Cameron, secretary
3. Business Administrator/Board Secretary
Amy Doherty 732-671-3850, ext. 1015
dohertya@middletownk12.org Tammy Nelson, secretary

On Matters Involving Transportation

1. Assistant Principal
2. Principal
3. Transportation Coordinator
Jeremy Spitzberg 732-671-3850, ext. 1007
spitzbergi@middletownk12.org Mary Davis, secretary
4. Business Administrator/Board Secretary
Amy Doherty 732-671-3850, ext. 1015
dohertya@middletownk12.org Tammy Nelson, secretary

On Matters Involving Security

1. Assistant Principal
2. Principal
3. Director of Safety and Security
John Maguire 732-671-3850, ext. 1097
maguirej@middletownk12.org
4. Asst. Superintendent for Student Support Svcs.
Matthew Kirkpatrick 732-671-3850, ext. 1026
kirkpatrickm@middletownk12.org Lynn Rizzuto, secretary

On Matters Involving Lunch Program

1. Assistant Principal
2. Principal
3. Asst. Business Administrator
Daniel Valente 732-671-3850, ext. 1015
valented@middletownk12.org Tammy Nelson, secretary
4. Business Administrator/Board Secretary
Amy Doherty 732-671-3850, ext. 1015
dohertya@middletownk12.org Tammy Nelson, secretary

On Matters Relating to Student Health

1. Assistant Principal
2. Principal
3. Supervisor of Special Education High School
Nicholas Trezza 732-671-3850, ext. 1038
trezzan@middletownk12.org Marie Gilbertson, secretary
4. Asst. Superintendent for Curriculum & Instruction
Kevin Cullen 732-671-3850, ext. 1027
cullenk@middletownk12.org Melissa Settembrino, secretary

To Resolve Matters Only After You Have Followed the Chain of Communication Outlined Above

1. Business Administrator/Board Secretary
Amy Doherty 732-671-3850, ext. 1015
dohertya@middletownk12.org Tammy Nelson, secretary
2. Superintendent of Schools
Jessica Alfone, Ed.D. 732-671-3850, ext. 1002
alfonej@middletownk12.org Trish Drobish, secretary

Secondary School Administrators			
School	Main Number	Administrator	Extension
High School South	732-706-6111	Principal: Thomas Olausen olausent@middletownk12.org <i>Secretary: Robyn Tarallo</i>	2155
		Guidance AP: Steven Trudell, Ed.D. trudells@middletownk12.org <i>Secretary: Carly Balsamo</i>	2121
		Asst. Principal: Danielle Colte (Grades 9 and 10) colted@middletownk12.org <i>Secretary: Rosanna Caruso</i>	2126
		Asst. Principal: James Homiak (Grades 11 and 12) homiakj@middletownk12.org <i>Secretary: Kathleen Demitus</i>	2117
High School North	732-706-6061	Principal: Matthew Ferri ferrim@middletownk12.org <i>Secretary: Mary Ann Scala</i>	1206
		Guidance AP: Tara Nicholas nicholast@middletownk12.org <i>Secretary: Allison Zucosky</i>	1211
		Asst. Principal: Tara Garzone (Students A-Fi & Sap-Z) garzonet@middletownk12.org <i>Secretary: Elizabeth Yeserski</i>	1207
		Asst. Principal: James Rasmussen (Students Fo-San) rasmussenj@middletownk12.org <i>Secretary: Michele Alaia</i>	1341
Bayshore Middle School	732 291-1380	Principal: Todd Curtis curtist@middletownk12.org <i>Secretary: Amanda Kelly</i>	2706
		Asst. Principal: Michael Gannon gannonm@middletownk12.org <i>Secretary: Laura Belder-Lopez</i>	2700
Thompson Middle School	732-671-2212	Principal: Brian Currie currieb@middletownk12.org <i>Secretary: Christine Weimer</i>	8700
		Asst. Principal: Andrew Rosenbloom rosenblooma@middletownk12.org <i>Secretary: Donna Stevens</i>	8701
Thorne Middle School	732-787-1220	Principal: Shannon Smith smiths@middletownk12.org <i>Secretary: Darlene Freshnock</i>	7700
		Asst. Principal: Lindsay Lorson, lorsonl@middletownk12.org <i>Secretary: Fran Carbone</i>	7702

Elementary School Administrators			
School	Main Number	Principal	Extension
Bayview	732-787-3590	Tara Raspanti raspantit@middletownk12.org <i>Secretary: Dawn Lehotsky</i>	3100
Fairview	732-747-3308	Michael Melando melandom@middletownk12.org <i>Secretary: Kathy Sullivan</i>	3500
Harmony	732-671-2111	Erik Paulson paulsone@middletownk12.org <i>Secretary: Violet Gazerwitz</i>	4100
Leonardo	732-291-1330	Peter J. Smith smithp@middletownk12.org <i>Secretary: Karen Beagen</i>	4500
Lincroft	732-741-5838	Brian Dorgan dorganb@middletownk12.org <i>Secretary: Lori Losquadro</i>	5100
Middletown Village	732-671-0267	David Whitman whitmand@middletownk12.org <i>Secretary: Bernadette McKenzie</i>	5500
Navesink	732-291-0289	Jesse Herbert herbertj@middletownk12.org <i>Secretary: Kelly O'Brien</i>	6100
New Monmouth	732-671-5317	Christopher Reginio, Ed.D. reginioc@middletownk12.org <i>Secretary: Gina Cavanagh</i>	6501
Nut Swamp	732-671-5795	Carey Albanese albanesec@middletownk12.org <i>Secretary: Lisa Bock</i>	7101
Ocean Avenue	732-787-0092	Neil Leone leonen@middletownk12.org <i>Secretary: Wendy Dunleavy</i>	7500
River Plaza	732-747-3679	Amanda Mergner mergnera@middletownk12.org <i>Secretary: Trish Levy</i>	8500