

Wall Township School District
Office of the Superintendent
Dr. Tracy Handerhan

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 the 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 should only contact the Case Manager or Director of Special Services if the parent has a child who is classified.***

Many parental questions are easily and completely answered by communicating directly with the educator in charge of the class or program. Each situation should 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.

HIGH SCHOOL

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

1. Classroom Teacher			
2. Guidance Counselor or Case Manager (varies by student)			
3. Appropriate Supervisor of Instruction	Dr. Tracy Skinner (K-12 World Language/ Social Studies/ESL)	tskinner@wallpublicschools.org	732-556-2053
	Mrs. Laura Kurmin (Math/Science/Computer Science/Business)	lkurmin@wallpublicschools.org	732-556-2091
	Mrs. Kelly Weiner (ELA/Media)	kweiner@wallpublicschools.org	732-556-2074
	Mr. John Higham (Technology)	jhigham@wallpublicschools.org	732-556-2003
	Mr. David Bender (Vice Principal) (Art/Music/NNDCC)	dbender@wallpublicschools.org	732-556-2041
	Mr. Seth Hewitt (Vice Principal) (TV Production/Family Consumer Life)	shewitt@wallpublicschools.org	732-556-2043

4. Principal	Mr. Kevin Davis	kdavis@wallpublicschools.org	732-556-2045
5. Assistant Superintendent of Curriculum & Instruction	Mrs. Jennifer McCann	jmccann@wallpublicschools.org	732-556-2023

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

1. Classroom Teacher			
2. Case Manager or Guidance Counselor			
3. Special Education Supervisor	Dr. Nancy Samaha	nsamaha@wallpublicschools.org	732-556-2603
4. Principal	Mr. Kevin Davis	kdavis@wallpublicschools.org	732-556-2045
5. Director of Special Education	Mrs. Kelly Bond	kbond@wallpublicschools.org	732-556-2121

C. On matters involving High School Athletics first contact:

1. Coach			
2. Athletic Director	Mrs. Marni Henry	mhenry@wallpublicschools.org	732-556-2064
3. Principal	Mr. Kevin Davis	kdavis@wallpublicschools.org	732-556-2045

High School Extra-Curricular/Clubs first contact:

1. Club Advisor	Varies per club		
2. Assistant Principal	Mr. Seth Hewitt	shewitt@wallpublicschools.org	732-556-2043
3. Principal	Mr. Kevin Davis	kdavis@wallpublicschools.org	732-556-2045

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)			
Grades 9 & 10	Mr. Seth Hewitt	shewitt@wallpublicschools.org	732-556-2043
Grades 11 & 12	Mr. David Bender	dbender@wallpublicschools.org	732-556-2041
4. Principal	Mr. Kevin Davis	kdavis@wallpublicschools.org	732-556-2045

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

Superintendent of Schools	Dr. Tracy Handerhan	officeofsuperintendent@wallpublicschools.org	732-556-2006
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