

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

**Chain of Communication / How to Effectively Communicate with School Officials**  
**2024-2025 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.

## INTERMEDIATE

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

|   |  |  |  |
|---|--|--|--|
| 1. Classroom Teacher                                    |  |  |  |
| 2. Appropriate School Counselor                         | Grade 6 Mrs. Eliza Willms<br>Grade 7 Mrs. Kirstin Procter<br>Grade 8 Ms. Mollie Curran | <a href="mailto:ewillms@wallpublicschools.org">ewillms@wallpublicschools.org</a><br><a href="mailto:kprocter@wallpublicschools.org">kprocter@wallpublicschools.org</a><br><a href="mailto:mcurran@wallpublicschools.org">mcurran@wallpublicschools.org</a> | 732-556-2516<br>732-556-2517<br>732-556-2518 |
| 3. Appropriate Supervisor of Instruction                | Dr. Tracy Skinner<br>(K-12 World Language/ Social Studies/ESL)                         | <a href="mailto:tskinner@wallpublicschools.org">tskinner@wallpublicschools.org</a>   | 732-556-2053                                 |
|   | Mrs. Laura Kurmin<br>(Math/Art)  | <a href="mailto:lkurmin@wallpublicschools.org">lkurmin@wallpublicschools.org</a>   | 732-556-2091                                 |
|   | Dr. Krystyne Kennedy<br>(Science/Technology/ Music)                                    | <a href="mailto:kkennedy@wallpublicschools.org">kkennedy@wallpublicschools.org</a>   | 732-556-2662                                 |
|   | Mrs. Kelly Weiner<br>(ELA/Library Media)   | <a href="mailto:kweiner@wallpublicschools.org">kweiner@wallpublicschools.org</a>   | 732-556-2074                                 |
| 4. Principal  | Mr. Eric Laughlin  | <a href="mailto:elaughlin@wallpublicschools.org">elaughlin@wallpublicschools.org</a>   | 732-556-2501                                 |
| 5. Assistant Superintendent of Curriculum & Instruction | Mrs. Jennifer McCann   | <a href="mailto:jmccann@wallpublicschools.org">jmccann@wallpublicschools.org</a>   | 732-556-2023                                 |

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

|  |  |  |              |
|--|--|--|--------------|
| 1. Classroom Teacher                             |  |  |              |
| 2. For Programs and IEP                          | Case Manager or Appropriate School Counselor (see above) |  |              |
| 3. Supervisor of Special Education               | Dr. Nancy Samaha   | <a href="mailto:nsamaha@wallpublicschools.org">nsamaha@wallpublicschools.org</a>     | 732-556-2603 |
| 4. Principal                                     | Mr. Eric Laughlin  | <a href="mailto:elaughlin@wallpublicschools.org">elaughlin@wallpublicschools.org</a> | 732-556-2501 |
| 5. Assistant Superintendent of Special Education | Mrs. Kelly Bond  | <a href="mailto:kbond@wallpublicschools.org">kbond@wallpublicschools.org</a>         | 732-556-2121 |

**C. On matters involving Intermediate School Athletics:**

|                          |                                       |  |              |
|--------------------------|---------------------------------------|--|--------------|
| 1. Coach                 |                                       |  |              |
| 2. Athletic Coordinators | Ms. Laura Claudio<br>Mr. Brian Hansen | <a href="mailto:lclaudio@wallpublicschools.org">lclaudio@wallpublicschools.org</a><br><a href="mailto:bhansen@wallpublicschools.org">bhansen@wallpublicschools.org</a> | 732-556-2514 |
| 3. Athletic Director     | Mrs. Marni Henry                      | <a href="mailto:mhenry@wallpublicschools.org">mhenry@wallpublicschools.org</a>   | 732-556-2064 |
| 4. Principal             | Mr. Eric Laughlin                     | <a href="mailto:elaughlin@wallpublicschools.org">elaughlin@wallpublicschools.org</a>   | 732-556-2501 |

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

|  |                    |  |              |
|--|--------------------|--|--------------|
| 1. Appropriate Advisor                         | Varies Per Club    |  |              |
| 2. Assistant Principal in Charge of Activities | Mrs. Kristen Scott | <a href="mailto:kscott@wallpublicschools.org">kscott@wallpublicschools.org</a>       | 732-556-2503 |
| 3. Principal                                   | Mr. Eric Laughlin  | <a href="mailto:elaughlin@wallpublicschools.org">elaughlin@wallpublicschools.org</a> | 732-556-2501 |

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

|   |                    |  |              |
|---|--------------------|--|--------------|
| 1. Classroom Teacher                                      |                    |  |              |
| 2. Appropriate Assistant Principal (see below)            |                    |  |              |
| Grade 6 <sup>th</sup><br>Grade 8 <sup>th</sup> , Team 8-2 | Mrs. Kristen Scott | <a href="mailto:kscott@wallpublicschools.org">kscott@wallpublicschools.org</a>       | 732-556-2503 |
| Grade 7 <sup>th</sup><br>Grade 8 <sup>th</sup> , Team 8-1 | Mr. Donald Lintner | <a href="mailto:dlintner@wallpublicschools.org">dlintner@wallpublicschools.org</a>   | 732-556-2505 |
| 3. Principal  | Mr. Eric Laughlin  | <a href="mailto:elaughlin@wallpublicschools.org">elaughlin@wallpublicschools.org</a> | 732-556-2501 |

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

|                           |                     |  |              |
|---------------------------|---------------------|--|--------------|
| Superintendent of Schools | Dr. Tracy Handerhan | <a href="mailto:officeofsuperintendent@wallpublicschools.org">officeofsuperintendent@wallpublicschools.org</a> | 732-556-2006 |
|---------------------------|---------------------|--|--------------|