

MADISON HIGH SCHOOL

170 Ridgedale Avenue
Madison, NJ 07940
(973) 593-3117



David Drechsel, *Principal*
Kelly Bosworth, *Assistant Principal*
Todd Jensen, *Assistant Principal*
Christine Internicola, *Assistant Principal - Guidance*
Ryan Scheifler, *Assistant Principal - Athletics*

Communication Protocol

It is important for parents and students to understand who to contact in different situations that may arise. Below you will find a communication protocol which is designed to help promote

DIRECT, OPEN, AND RESPECTFUL COMMUNICATION

so that problems and concerns can be worked out quickly and effectively between the parties involved. We strongly encourage students and parents to follow this protocol. In turn, our staff members pledge to be sensitive to your concerns, to maintain confidentiality and to return calls/emails within 24 hours.

By working together, we can continue and strengthen our commitment to student success.

Step One: Teacher

All students are encouraged to express their concerns directly to the teachers. If you, as a parent, are concerned about an issue involving your child's education, classroom experience, or grade, go right to the source and contact the teacher. Staff emails can be found on the Madison High School website by clicking [Directory](#). Teachers will make every effort to get back to you within 24 hours. Please be patient. If you do not receive a return email or call within 48 hours, proceed to contacting the appropriate Assistant Principal.

or Guidance Counselor

If you need an update on your child's progress (academic, behavior, or social wellbeing), or if you have questions regarding scheduling or your child's post high school options, please contact your child's guidance counselor. Below is the contact information for our counselors. Counselors will make every effort to get back to you within 24 hours. Please be patient. If you do not get a response within 48 hours, proceed to contacting Ms. Christine Internicola, Assistant Principal in charge of Guidance.

Ms. Nancy O'Brien
obrienn@madisonnjps.org
973-593-3117 (ext. 3132)

Ms. Arden Dean
deana@madisonnjps.org
973-593-3117 (ext. 3131)

Ms. Sarah Mazak
mazaks@madisonnjps.org
973-593-3117 (ext. 3130)

Ms. Amy Zaniewski
zaniewskia@madisonnjps.org
973-593-3117 (ext. 3133)

or Case Manager

If you need assistance regarding the services being offered to your child, please contact your child's case manager. Below is the contact information for the members of our Child Study Team. Case Managers will make every effort to get back to you within 24 hours. Please be patient. If you do not get a response within 48 hours, proceed to contacting Mr. Christin Mullen, Assistant Director of Pupil Personnel Services.

Ms. Dawn McNichol
mcnichold@madisonnjps.org
973-593-3153 (ext. 3166)

Ms. Gwen Carter
carterg@madisonnjps.org
973-593-3153 (ext. 7191)

Ms. Nora Morgan
morgann@madisonnjps.org
973-593-3153 (ext. 7708)

or Student Assistance Counselor

Student assistance programs are designed to help students and their families with problems affecting their personal lives and academic performance. The role of the Student Assistance Counselor (SAC) is to enhance and support students' success in the school environment. There are a range of school-based prevention and intervention services offered to assist

students with personal problems and encourage them to build upon their strengths. The Student Assistance Counselor (SAC) provides in-school assessment, crisis intervention, counseling and referral services to any student who may be experiencing personal, family, and/or peer difficulties. The goal is to support the students and prevent personal difficulties from interfering with their success in school.

Ms. Diana Russo
russod@madisonnjps.org
 973-593-3117 (ext. 3160)

Step Two: Assistant Principal

If you are dissatisfied with the response so far, you may contact one of the following assistant principals who will act as an intermediary when communication has failed between the student/parent and either the teacher or counselor. Please call the assistant principal that best fits the problem based on the department oversight and responsibilities listed below. Assistant principals will make every effort to get back to you within 24 hours. Please be patient. If you do not receive a return email or call within 48 hours, proceed to contacting Mr. David Drechsel, Madison High School Principal.

	Contact Information	Department Oversight	Student Oversight & Other Responsibilities
Kelly Bosworth	bosworthk@madisonnjps.org 973-593-3117 (ext. 3121)	Mathematics Science Business	Class of 2026 & 2028 HIB / Anti-Bullying Specialist 504 Plans
Todd Jensen	jensent@madisonnjps.org 973-593-3117 (ext. 3118)	English Social Studies	Class of 2025 & 2027 Extra Curricular Activities Attendance / I&RS
Christine Internicola	internicolac@madisonnjps.org 973-593-3117 (ext. 3127)	Guidance	Master Scheduling State & Standardized Testing College Planning
Ryan Scheifler	scheiflerr@madisonnjps.org 973-593-3117 (ext. 3145)	Athletics Health & PE	Facility & Event Coordination

Those with concerns or issues regarding the **Special Services Department**, please contact the Assistant Director of Pupil Personnel Services:

Christin Mullen
mullenc@madisonnjps.org
 973-593-3153 (ext. 7003)

Those with concerns or issues regarding the **World Language or Visual & Performing Arts Departments**, please contact the Assistant Director of WL and V&PA:

Stacy Snider
sniders@madisonnjps.org
 973-593-3117 (ext. 8954)

Step Three: Principal

Most problems will be resolved by this point. Should you still need further assistance about your situation, please contact the Principal's Office:

David Drechsel
drechseld@madisonnjps.org
 973-593-3117 (ext. 3125)