



Middlesex Borough School District
Business Office
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ANNETTE GIORDANO
Acting Business Administrator/Board Secretary

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January 19, 2024

VIA EMAIL: opra+request-57199-d49deaf5@requests.opramachine.com
Charlie Kratovil

RE: OPRA Request dated January 15, 2024

Dear Mr. Kratovil:

As custodian of records for the Middlesex Board of Education ("Board" and/or "District"), I am writing this letter in response to your request for records pursuant to the Open Public Records Act ("OPRA") submitted via email on Monday, January 15, 2024 and received on Tuesday, January 16, 2024. As such, the seven (7) business day deadline within which the Board is to respond to your request is Wednesday, January 25, 2024.¹

More specifically, your OPRA request seeks access to the following:

"[A] copy of the 2024 meeting schedules for the Board of Education and each of its committees.

If the schedules are unclear about the location/method(s) of meeting, I kindly ask that you clarify for me how to join and participate, and feel free to share links that can help members of the public to join and/or watch the meetings, or to watch them after they conclude."

The 2024 meeting schedule for the Board of Education can be located on the Board website by navigating to the "Board of Education" tab at the top of the page and clicking on "Meeting Date" or more specifically located at the following: https://www.mbschools.org/apps/pages/index.jsp?uREC_ID=2203276&type=d&pREC_ID=2192874. In addition, enclosed please find the 2024 Board of Education committee meeting schedule for meetings which are closed to the public.

As the document identified above is being provided to you in electronic format only, there is no charge associated with your request. This letter and the foregoing information constitute the District's full and complete response to your OPRA request and therefore, your OPRA request is closed.

Sincerely,

A handwritten signature in blue ink, appearing to read "A. Giordano".

Annette Giordano
Acting Business Administrator

¹ The District was closed on Monday, January 15, 2024 in observance of Martin Luther King Day