



HIGHLAND PARK PUBLIC SCHOOLS

www.hpschools.net
435 Mansfield St, Highland Park
NJ, 08904

OFFICE OF THE SCHOOL BUSINESS ADMINISTRATOR

DENISE M. DeROSA

(732) 572-6990

June 22, 2026

VIA EMAIL: opra+request-92197-80ec9b59@requests.opramachine.com

Anonymous

Re: OPRA Request dated June 10, 2026

Dear Sir/Madam:

As custodian of records for the Highland Park 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 and received via email on Wednesday, June 10, 2026. As such, the seven (7) business day deadline within which the Board is to respond to your request is Monday, June 22, 2026.

More specifically, the Board's response to your request is set forth below:

-For the Athletic Director position: all hiring records, job advertisement, applicants.
-all emails starting in January 2025 with the words "Athletic Director" and/or Montellaro."

Enclosed please find the Athletic Programs and Sports Medicine Administrator job posting for the 2025-2026 school year.

Your request for "all hiring records" is overly broad in that the request does not identify specific identifiable records. A proper OPRA request must identify with reasonable clarity by specifically describing those documents that are being sought. See *Gannett New Jersey Partners L.P. v. County of Middlesex*, 379 N.J. Super. 205, 211-12, 877 A.2d 330 (App. Div. 2005); *New Jersey Builders Association v. New Jersey Council on Affordable Housing*, 390 N.J. Super. 166, 178 (App. Div.), cert. Denied, 190 N.J. 394 (2007); *Bent v. Stafford Police Dep't*, 381 N.J. Super. 30, 40 (App. Div. 2005). Under OPRA, one cannot submit "wholesale requests for general information to be analyzed, collated and compiled by the responding government entity." *MAG Entertainment, LLC v. Division of Alcoholic Beverage Control*, 375 N.J. Super. 534, 868 A.2d 1067 (App. Div. 2005). (The Court found a request for "all books, records, [and] documents" related to a specific project to be improper.)

OPRA operates to make identifiable government records "readily accessible for inspection, copying, or examination." N.J.S.A. 47:1A-1; *MAG Entertainment, LLC v. Div. of ABC*, 375 N.J. Super. 534, 546 (App. Div. 2005). *MAG Entertainment, LLC* held, "[w]hile OPRA provides an alternative means of access to government documents not otherwise exempted from its reach, it is not intended as a research tool litigants may use to force government officials to identify and siphon useful information." *Id.* at 547. "Under OPRA, agencies are required to disclose only 'identifiable' government records not otherwise exempt." *Id.* at 549; See also *Bent v. Stafford Police Dep't*, 381 N.J. Super. 30, 37 (App. Div. 2005) (holding that OPRA only allows requests for records as contrasted from information, and to qualify under OPRA a request must reasonably identify a record and not generally data, information or statistics). The Board is not required to perform research on behalf of the requestor, only to produce specific records identified by the requestor.

Your request for "all hiring records" is overly broad in that it does not identify with reasonable clarity the specific government records sought.

Further, pursuant to N.J.S.A. 47:1A-5, a custodian is not required to fulfill a request for email correspondence "if the request does not identify a specific job title or accounts to be searched, a specific subject matter, and is not confined to a reasonable time period". Your request for "all emails" does not include all of the required criteria, is invalid pursuant to OPRA and is denied as overbroad.

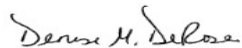
In addition, please take note that the OPRA only permits the disclosure of limited personnel information, specifically, the disclosure of an individual's name, title, position, salary, payroll record, length of service, date of separation, the reason for such separation, and the amount and type of any pension received. See N.J.S.A. 47:1A-10; N.J.A.C. 6A:32-4.3; N.J.S.A. 10:4-12(b)(8); and *Libertarians for Transparent Government v. Cumberland County*, 250 N.J. 46 (2022).

Employment applications and any supporting documentation are not disclosable pursuant to the OPRA because they are exempt from disclosure as personnel records pursuant to N.J.S.A. 47:1A-10, and Executive Order 26 (Gov. McGreevey 2002). See also *Toscano v. N.J. Dep't of Human Serv., Div. of Mental Health Serv.*, GRC Complaint No. 2010-147 (May 2011); *Deutsch v. N.J. Civil Serv. Comm'n*, GRC Complaint No. 2011- 361 (March 2013); *Moreira v. Elizabeth Board of Education (Union)*, GRC Complaint No. 2017-24 (May 2019); and, *Parreott v. Asbury Park School District (Monmouth)*, GRC Complaint No. 2016-20 and 2016-39, September 2017. Likewise, the resumes of unsuccessful candidates are exempt from disclosure as confidential personnel records pursuant to N.J.S.A. 47:1A-10, and Executive Order 26 (Gov. McGreevey 2002). See also *Toscano v. N.J. Dep't of Human Serv., Div. of Mental Health Serv.*, GRC Complaint No. 2010-147 (May 2011).

Thus, to the extent you are seeking copies of employment applications and/or any records of unsuccessful candidates your request is denied as a request for confidential personnel information pursuant to N.J.S.A. 47:1A-10; N.J.A.C. 6A:32-4.3; N.J.S.A. 10:4-12(b)(8).

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

Sincerely,



Denise M. DeRosa
Business Administrator/Board Secretary