



FREEHOLD REGIONAL HIGH SCHOOL DISTRICT

Sean P. Boyce, CPA
Assistant Superintendent for
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January 14, 2022

EMAIL (opra+request-28428-1fa91ed0@requests.opramachine.com)

Pamela Richmond

Dear Ms. Richmond.

This letter is in response to your OPRA Request dated December 28, 2021. However, since the Freehold Regional High School District was closed the District was closed for the Winter Break Holiday from December 24, 2021 through January 2, 2022, and was also closed on January 3, 2022 due to inclement weather, your Request was not received until Tuesday, January 4, 2022. I, as the Records Custodian for the Board, received your OPRA Request on that date as well.

Due to the fact that the District was also closed on Friday, January 7, 2022 due to inclement weather, the seven-business day deadline to respond to your OPRA Request expires on Friday, January 14, 2022. This response is being provided to you in accordance with that deadline.

OPRA defines a "government record" of a public entity as "any paper, written or printed book, document, drawing, map, plan, photograph, microfilm, data processed or image processed document, information stored or maintained electronically or by sound-recording or in a similar device, or any copy thereof, that has been made, maintained or kept on file in the course of his or its official business ..." N.J.S.A. 47:1A-1.1. Accordingly, the Board is required to produce only those records which it maintains in the official course of business and which are not otherwise exempt from production. Pursuant to the definition of a government record, a public entity is not required by OPRA to research information and/or create records that do not exist in response to OPRA requests. See e.g., Mag Entertainment, LLC v. Division of Alcoholic Beverage Control, 375 N.J. Super. 537 (App. Div. 2005).

Your Requests sought the following:

Marc Parisi [sic] BOE attendance records for all meetings during his term by year

Response: The Board does not have any separate records or documents reflecting the attendance of its members at meetings. Rather, the attendance of all Board members is reflected in the official minutes of the Board's meetings, which are publicly available on the District's website at <https://go.boarddocs.com/nj/frhsd/Board.nsf/Public>. Please note that in order to access the Board's meeting minutes by year, you will have to click on the "Meetings" option at the top of the

screen. From there, you will be able to access all of the Board's official minutes by year from the current year (2022) back to the 2014 calendar year.

Even though an OPRA request is a vehicle for accessing government records rather than for the purposes of submitting questions and/or requests for information, in the spirit of OPRA, please note that Mr. Parisi first became a member of the Board in the 2020 calendar year.

If your request for access to a government record has been denied or unfilled within the seven (7) business days required by law, you have a right to challenge the decision by the District to deny access. At your option, you may either institute a proceeding in the Superior Court of New Jersey or file a complaint with the Government Records Council (GRC) by completing the Denial of Access Complaint Form. You may contact the GRC by toll-free telephone at 866-850-0511, by mail at P.O. Box 819, Trenton, NJ 08625, or by e-mail at grc@dca.state.nj.us, or at their website at www.state.nj.us/grc. The GRC can also answer other questions about the law. All questions regarding complaints filed in Superior Court should be directed to the Court Clerk in your County.

Sincerely,

A handwritten signature in blue ink, appearing to be 'SB', followed by a horizontal line.

Sean Boyce, CPA
Assistant Superintendent for Business Administration/Board Secretary
Records Custodian