



**MONROE TOWNSHIP SCHOOLS**  
**423 Buckelew Avenue**  
**Monroe Township, New Jersey 08831**  
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**DR. ADAM M. LAYMAN**  
Assistant Superintendent of Schools  
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June 4, 2025

**VIA EMAIL: [opra+request-77193-67a3124a@requests.opramachine.com](mailto:opra+request-77193-67a3124a@requests.opramachine.com)**  
Monroe Community Advocate

**Re: OPRA Request dated June 2, 2025**

Dear Sir/Madam:

On behalf of the Monroe Township 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") dated June 2, 2025.

More specifically, your request seeks access to:

**"The attorney invoice for ethics complaint C76-24. If this was paid through the insurance company, please provide the letter showing the coverage from the insurance company. Please also include any invoices showing payment from the Monroe Township School District for legal fees paid to the outside counsel in this case."**

Based upon the items requested, your request requires additional time beyond the seven business days to fulfill as the Board must identify all the responsive documents, retrieve the documents, and redact any non-disclosable/exempt information. In addition, please be advised that I will be out of the office from June 5, 2025 through June 11, 2025. The OPRA allows custodians to seek extensions of time pursuant to N.J.S.A. 47:1A-5. Specifically, the OPRA states that, in the event a records custodian needs additional time to fulfill the request, the custodian shall be entitled to a reasonable extension of time and shall notify the requester of the time extension.

Accordingly, your request requires an extension of time until Friday, June 20, 2025 to respond.

Thank you for your anticipated courtesies in this regard.

Sincerely,

*Lisa Goldstein*

Lisa Goldstein  
OPRA Secretary/Custodian of Records & Central Registration Secretary