Lisa Goldstein

From:	Monroe Community Advocate <opra+request-77193-67a3124a@requests.opramachine.com>
Sent:	Monday, June 2, 2025 8:47 AM
To:	OPRA E-Mail
Subject:	[External Email]OPRA request - Attorney Fees

Warning: This email originated from outside the Monroe School District. Do not click links or open attachments unless you recognize the sender and trust the content.

Dear Monroe Township School District (Middlesex),

Please accept this electronic request for public records made under OPRA and the common law right of access. I am not required to fill out an official form or use a particular software platform to submit my request per NJSA 47:1A-6(f), which states that an email from a requestor including all of the information required on the adopted form shall suffice in place of a completed form as a valid government record request.

I HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.

I WILL NOT use the requested government records for a commercial purpose.

I AM NOT seeking records in connection with a legal proceeding.

Records requested:

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.

My preferred delivery method for response(s) to this request is by E-mail as attachments. Please confirm you have received this request. If you are not the custodian of records, please forward my request to that person and provide their email address to me for future reference.

Yours faithfully,

Monroe Community Advocate

Please deliver records electronically via email to the below UNIQUE address for all replies to this request:

opra+request-77193-67a3124a@requests.opramachine.com

Is OPRA@monroe.k12.nj.us the wrong address for OPRA requests to Monroe Township School District (Middlesex)? If so, please contact us using this form:

https://opramachine.com/change_request/new?body=monroe_township_school_district_middlesex

Disclaimer: This message and any reply that you make will be published on the internet. Our privacy and copyright policies:

https://opramachine.com/help/officers

View this OPRA request & responses online:

https://opramachine.com/request/attorney_fees_5

Please note that in some cases publication of requests and responses will be delayed.

If you find this service useful as an OPRA custodian, please ask your web manager to link to us from your organisation's website.

"OPRAmachine's mission is to give people easy and affordable access to New Jersey public records.

For more information, contact us at: (732) 707-1628 or PO Box 3180, New Brunswick, NJ 08903."

MONROE TOWNSHIP SCHOOLS
423 Buckelew Avenue
Monroe Township, New Jersey 08831
www.monroe.k12.nj.us

DR. CHARI ROBYNNE CHANLEY
Superintendent of Schools
DR. ADAM M. LAYMAN
Acting Superintendent of Schools
LAURA ALLEN, CPA
Business Administrator/Board Secretary

Tel: 732-521-1500
Fax: 732-521-2719

July 2, 2025

VIA EMAIL: 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 furtherance of my correspondences of June 4, 2025 and June 20, 2025 in response to your request for records pursuant to the Open Public Records Act ("OPRA") submitted and received via email on Wednesday, June 4, 2025.

OPRA allows custodians to seek extensions of time within which to respond, 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. In regards to your request, this office requested such an extension until Wednesday, July 2, 2025. Accordingly, the Board's response to your request is set forth below.

> **"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."**

> In regard to your request for a copy of the letter from the insurance company to the Board regarding coverage, please be advised that NJSIG sent a letter to Ms. Allen, Business Administrator, dated September 31, 20024 regarding the matter. As the letter constitutes confidential information which is a communication between a public agency and its insurance carrier, administrative service organization or risk

management office the record is exempt from disclosure pursuant to N.J.S.A. 47:1A-1.1. Accordingly, your request for a copy of the letter is hereby denied.

Enclosed please find copies of the legal invoices issued to the Board and to NJSIG by Methfessel & Werbel, Esqs. which have been redacted to protect confidential attorney-client information pursuant to N.J.S.A. 47:1A-1.1.

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

Sincerely,

Lisa Goldstein

Lisa Goldstein
OPRA & Central Registration Secretary

Methfessel & Werbel, Esqs.
2025 Lincoln Highway, Suite 200
PO Box 3012
Edison, New Jersey 08818
(732) 248-4200 Fax:(732) 248-2355
Federal ID# [redacted]

Bill To:
Laura Allen, Business Administrator
Monroe Township Board of Education
Monroe Township Schools Office of Business Administration 423 Buckelew Avenue
Monroe Township, NJ 08831

Responsible Attorney:	Angela Gurrera
Invoice Date	10/22/2024
Invoice Number	00043915
File Billed To	9/30/2024
Due Date	UPON RECEIPT

In reference to: **[5] ZAWACKI, JON VS. KATIE FABIANO;95681**
Claim Number:24GL00724Q
Our Matter Number: 95681
Opened:9/30/2024
Date of Loss:4/17/2024

Policy #:P-354-AO

For Professional Services Rendered Through 9/30/2024

Date	Staff	Description	Hours
9/30/2024	AMG	Telephone conference with insured, Katie Fabiano regarding [redacted]	0.3
9/30/2024	ka	Opening of file	0.5

Services Billed **$92.00**

Timekeeper Summary

Professional	Hours	Rate	Total
Angela Gurrera	0.3	$165.00	$49.50
Karen Aiello, Intake Paralegal	0.5	$85.00	$42.50

For Professional Services: **$92.00**

For Disbursements Incurred: **$0.00**

Total Bill Amount **$92.00**

IF YOU HAVE ANY INQUIRIES REGARDING OUR LEGAL BILLS FOR SERVICES RENDERED,

PLEASE CONTACT OUR BILLING DEPARTMENT AT (732)248-4200 EXT 179

Monroe Township Board of Education   Invoice #00043915 Our File #MAT-24093029527

Methfessel & Werbel, Esqs.
2025 Lincoln Highway, Suite 200
PO Box 3012
Edison, New Jersey 08818
(732) 248-4200 Fax:(732) 248-2355
Federal ID# Conf. financial info.

Bill To:
Christina Figueroa
New Jersey Schools Insurance Group
6000 Midlantic Drive, Suite 300 North
Mount Laurel, NJ 08054

Responsible Attorney:	Angela Gurrera
Invoice Date	1/2/2025
Invoice Number	00045869
File Billed To	11/30/2024
Due Date	UPON RECEIPT

In reference to: **[5] ZAWACKI, JON VS. KATIE FABIANO;95681**
Claim Number:24GL00724Q
Our Matter Number: 95681
Opened:9/30/2024
Date of Loss:4/17/2024

Policy #:P-354-AO

For Professional Services Rendered Through 11/30/2024

Date	Staff	Description	Hours
11/20/2024	AMG	Correspondence via email with School Ethics regarding attaching response to complaint	0.1
11/20/2024	AMG	Correspondence via email with insured Katie Fabiano regarding Attorney-client info.	0.1
11/20/2024	AMG	Review of correspondence via email from K. Fabiano regarding Attorney-client information	0.1
11/20/2024	AMG	Continued preparation of Written Response to the Complaint	0.9
11/21/2024	AMG	Review of correspondence via email from NJDOE regarding respondent's response with an allegation of Friv	0.1

Services Billed **$214.50**

Timekeeper Summary

Professional	Hours	Rate	Total
Angela Gurrera	1.3	$165.00	$214.50

For Professional Services:	**$214.50**
For Disbursements Incurred:	**$0.00**
Total Bill Amount	**$214.50**

IF YOU HAVE ANY INQUIRIES REGARDING OUR LEGAL BILLS FOR SERVICES RENDERED,

PLEASE CONTACT OUR BILLING DEPARTMENT AT (732)248-4200 EXT 179

New Jersey Schools Insurance Group   Invoice #00045869 Our File #MAT-24093029527

Methfessel & Werbel, Esqs.
2025 Lincoln Highway, Suite 200
PO Box 3012
Edison, New Jersey 08818
(732) 248-4200 Fax:(732) 248-2355
Federal ID# [redacted]

Bill To:
Christina Figueroa
New Jersey Schools Insurance Group
6000 Midlantic Drive, Suite 300 North
Mount Laurel, NJ 08054

Responsible Attorney:	Angela Gurrera
Invoice Date	3/10/2025
Invoice Number	00047902
File Billed To	1/31/2025
Due Date	UPON RECEIPT

In reference to: **[5] ZAWACKI, JON VS. KATIE FABIANO;95681**
Claim Number:24GL00724Q
Our Matter Number: 95681
Opened:9/30/2024
Date of Loss:4/17/2024

Policy #:P-354-AO

For Professional Services Rendered Through 1/31/2025

Date	Staff	Description	Hours
12/3/2024	AMG	Review of correspondence via email from Jonathan Zawacki regarding Response to Frivilous Claim	0.1
12/3/2024	AMG	Review of correspondence via email from Katie Fabiano regarding [redacted]	0.1
12/4/2024	AMG	Correspondence via email with insured Katie Fabiano regarding [redacted]	0.1
12/9/2024	AMG	Review of correspondence via email from Ericka Pressley regarding corrrespondence from School Ethics Commission	0.1

Services Billed **$66.00**

Timekeeper Summary

Professional	Hours	Rate	Total
Angela Gurrera	0.4	$165.00	$66.00

For Professional Services:	**$66.00**
For Disbursements Incurred:	**$0.00**
Total Bill Amount	**$66.00**

Outstanding Invoices

		Services	Expenses		Received	

Billing Date	Inv #	Billed	Billed	Invoice Total	Amount	Balance
1/2/2025	00045869	$214.50	$0.00	$214.50	$0.00	$214.50
		$214.50	**$0.00**	**$214.50**	**$0.00**	**$214.50**

IF YOU HAVE ANY INQUIRIES REGARDING OUR LEGAL BILLS FOR SERVICES RENDERED,

PLEASE CONTACT OUR BILLING DEPARTMENT AT (732)248-4200 EXT 179

New Jersey Schools Insurance Group   Invoice #00047902 Our File #MAT-24093029527

Methfessel & Werbel, Esqs.
2025 Lincoln Highway, Suite 200
PO Box 3012
Edison, New Jersey 08818
(732) 248-4200 Fax:(732) 248-2355
Federal ID# Conf. financial info.

Bill To:
Christina Figueroa
New Jersey Schools Insurance Group
6000 Midlantic Drive, Suite 300 North
Mount Laurel, NJ 08054

Responsible Attorney:	Angela Gurrera
Invoice Date	1/2/2025
Invoice Number	00045869
File Billed To	11/30/2024
Due Date	UPON RECEIPT

In reference to: **[5] ZAWACKI, JON VS. KATIE FABIANO;95681**
Claim Number:24GL00724Q
Our Matter Number: 95681
Opened:9/30/2024
Date of Loss:4/17/2024

Policy #:P-354-AO

For Professional Services Rendered Through 11/30/2024

Date	Staff	Description	Hours
11/20/2024	AMG	Correspondence via email with School Ethics regarding attaching response to complaint	0.1
11/20/2024	AMG	Correspondence via email with insured Katie Fabiano regarding Attorney-client info.	0.1
11/20/2024	AMG	Review of correspondence via email from K. Fabiano regarding Attorney-client information	0.1
11/20/2024	AMG	Continued preparation of Written Response to the Complaint	0.9
11/21/2024	AMG	Review of correspondence via email from NJDOE regarding respondent's response with an allegation of Friv	0.1

Services Billed **$214.50**

Timekeeper Summary

Professional	Hours	Rate	Total
Angela Gurrera	1.3	$165.00	$214.50

For Professional Services: **$214.50**

For Disbursements Incurred: **$0.00**

Total Bill Amount **$214.50**

Outstanding Invoices

Billing Date	Inv #	Services Billed	Expenses Billed	Invoice Total	Received Amount	Balance
3/10/2025	00047902	$66.00	$0.00	$66.00	$0.00	$66.00
		$66.00	**$0.00**	**$66.00**	**$0.00**	**$66.00**

IF YOU HAVE ANY INQUIRIES REGARDING OUR LEGAL BILLS FOR SERVICES RENDERED,

PLEASE CONTACT OUR BILLING DEPARTMENT AT (732)248-4200 EXT 179

New Jersey Schools Insurance Group Invoice #00045869 Our File #MAT-24093029527

Methfessel & Werbel, Esqs.
2025 Lincoln Highway, Suite 200
PO Box 3012
Edison, New Jersey 08818
(732) 248-4200 Fax:(732) 248-2355
Federal ID# [redacted]

Bill To:
Christina Figueroa

Monroe Township Schools Office of Business Administration 423 Buckelew Avenue
Monroe Township, NJ 08831

Responsible Attorney:	Angela Gurrera
Invoice Date	12/5/2024
Invoice Number	00045073
File Billed To	10/31/2024
Due Date	UPON RECEIPT

In reference to: **[5] ZAWACKI, JON VS. KATIE FABIANO;95681**
Claim Number:24GL00724Q
Our Matter Number: 95681
Opened:9/30/2024
Date of Loss:4/17/2024

Policy #:P-354-AO

For Professional Services Rendered Through 10/31/2024

Date	Staff	Description	Hours
10/2/2024	AMG	Review of correspondence via email from Ms. Figueroa regarding new file	0.1
10/2/2024	AMG	Review of correspondence via email from K. Fabiano regarding [redacted]	0.1
10/2/2024	AMG	Preparation of Written Response to the Complaint, reviewing Complaint, background materials	1.5
10/3/2024	AMG	Correspondence via email with insured Katie Fabiano regarding [redacted]	0.1
10/3/2024	AMG	Correspondence via email with NJDOE regarding complaint status	0.1
10/14/2024	AMG	Correspondence via email with J. Zawacki regarding advising the Commission on dissent on extension	0.1
10/14/2024	AMG	Correspondence via email with Director Martens regarding reqst for extensn of time to respnse till 11/20	0.1
10/14/2024	AMG	Correspondence via email with J. Zawacki regarding attaching final complaint document	0.1
10/15/2024	AMG	Review of correspondence via email from Brigid Martens regarding Commission has no objection in granting extension	0.1
10/15/2024	AMG	Correspondence via email with Pro se pltf, J. Zawacki regarding correspondence to the SEC.	0.1
10/15/2024	AMG	Review of Pro se pltf, J. Zawacki email re to include in correspondences with NJDOE.	0.1

Services Billed **$412.50**

Timekeeper Summary

Professional	Hours	Rate	Total
Angela Gurrera	2.5	$165.00	$412.50

For Professional Services:	**$412.50**		
For Disbursements Incurred:	**$0.00**		
Total Bill Amount	**$412.50**	**Payments and Credits**	**$412.50**
Net Amount Due	**$0.00**		

Outstanding Invoices

Billing Date	Inv #	Services Billed	Expenses Billed	Invoice Total	Received Amount	Balance
1/2/2025	00045867	$4,504.50	$0.00	$4,504.50	$4,495.50	$9.00
		$4,504.50	**$0.00**	**$4,504.50**	**$4,495.50**	**$9.00**

IF YOU HAVE ANY INQUIRIES REGARDING OUR LEGAL BILLS FOR SERVICES RENDERED,

PLEASE CONTACT OUR BILLING DEPARTMENT AT (732)248-4200 EXT 179

Monroe Township Board of Education Invoice #00045073 Our File #MAT-24093029527

Methfessel & Werbel, Esqs.
2025 Lincoln Highway, Suite 200
PO Box 3012
Edison, New Jersey 08818
(732) 248-4200 Fax:(732) 248-2355
Federal ID# Conf. financial info.

Bill To:
Christina Figueroa

Monroe Township Schools Office of Business Administration 423 Buckelew Avenue
Monroe Township, NJ 08831

Responsible Attorney:	Angela Gurrera
Invoice Date	1/2/2025
Invoice Number	00045867
File Billed To	11/30/2024
Due Date	UPON RECEIPT

In reference to: **[5] ZAWACKI, JON VS. KATIE FABIANO;95681**
Claim Number:24GL00724Q
Our Matter Number: 95681
Opened:9/30/2024
Date of Loss:4/17/2024

Policy #:P-354-AO

For Professional Services Rendered Through 11/30/2024

Date	Staff	Description	Hours
11/4/2024	AMG	Correspondence via email with insured Katie Fabiano regarding Attorney-client information	0.1
11/4/2024	AMG	Review of correspondence via email from insured K. Fabiano regarding Attorney-client information	0.1
11/7/2024	AMG	Review of correspondence via email from Christina Figueroa, of company, regarding Attorney-client info. [redacted]	0.1
11/7/2024	AMG	Review of correspondence via email from Christina Figueroa, of company, regarding Attorney-client info. [redacted]	0.1
11/7/2024	AMG	Correspondence via email with Christina Figueroa, of company, regarding Attorney-client information [redacted]	0.1
11/7/2024	AMG	Correspondence via email with Christina Figueroa, of company, regarding Attorney-client information [redacted]	0.1
11/7/2024	AMG	Correspondence via email with Christina Figueroa, of company, regarding Attorney-client information [redacted]	0.1
11/7/2024	AMG	Telephone conference with insured, Katie Fabiano regarding Attorney-client information	0.4
11/7/2024	AMG	Preparation of Written Response to the Complaint	4.6
11/11/2024	AMG	Continued preparation of Written Response to the Complaint	5.5
11/18/2024	AMG	Continued preparation of Written Response to the Complaint	5.0
11/19/2024	AMG	Continued preparation of Written Response to the Complaint	6.5
11/20/2024	AMG	Continued preparation of Written Response to the Complaint	4.6

Services Billed **$4,504.50**

Timekeeper Summary

Professional	Hours	Rate	Total
Angela Gurrera	27.3	$165.00	$4,504.50

For Professional Services:	**$4,504.50**		
For Disbursements Incurred:	**$0.00**		
Total Bill Amount	**$4,504.50**	**Payments and Credits**	**$4,495.50**
Net Amount Due	**$9.00**		

IF YOU HAVE ANY INQUIRIES REGARDING OUR LEGAL BILLS FOR SERVICES RENDERED,

PLEASE CONTACT OUR BILLING DEPARTMENT AT (732)248-4200 EXT 179

Monroe Township Board of Education Invoice #00045867 Our File #MAT-24093029527

Methfessel & Werbel, Esqs.
2025 Lincoln Highway, Suite 200
PO Box 3012
Edison, New Jersey 08818
(732) 248-4200 Fax:(732) 248-2355
Federal ID# Conf. financial info.

Bill To:		
Christina Figueroa	Responsible Attorney:	Angela Gurrera
New Jersey Schools Insurance Group	Invoice Date	6/5/2025
6000 Midlantic Drive, Suite 300 North	Invoice Number	00050537
Mount Laurel, NJ 08054	File Billed To	4/30/2025
	Due Date	UPON RECEIPT

In reference to: **[5] ZAWACKI, JON VS. KATIE FABIANO;95681**
Claim Number:24GL00724Q
Our Matter Number: 95681
Opened:9/30/2024
Date of Loss:4/17/2024

Policy #:P-354-AO

For Professional Services Rendered Through 4/30/2025

Date	Staff	Description	Hours
4/3/2025	AMG	Review of correspondence via email from Christina Figueroa regarding Attorney-client information	0.1
4/3/2025	AMG	Correspondence via email with Christina Figueroa regarding Attorney-client info.	0.1
4/15/2025	AMG	Review of correspondence via email from K. Fabiano regarding Attorney-client information [redacted]	0.1
4/16/2025	AMG	Correspondence via email with insured K. Fabiano regarding Attorney-client information	0.1

Services Billed **$66.00**

Timekeeper Summary

Professional	Hours	Rate	Total
Angela Gurrera	0.4	$165.00	$66.00

For Professional Services:	**$66.00**
For Disbursements Incurred:	**$0.00**
Total Bill Amount	**$66.00**

IF YOU HAVE ANY INQUIRIES REGARDING OUR LEGAL BILLS FOR SERVICES RENDERED,

PLEASE CONTACT OUR BILLING DEPARTMENT AT (732)248-4200 EXT 179

New Jersey Schools Insurance Group   Invoice #00050537 Our File #MAT-24093029527