



**HIGHLAND PARK
PUBLIC SCHOOLS**

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

OFFICE OF THE SCHOOL BUSINESS ADMINISTRATOR

DENISE M. DeROSA

(732) 572-2400

July 1, 2024

VIA EMAIL: opra+request-63039-8f82d945@requests.opramachine.com
Anonymous

Re: OPRA Request dated June 20, 2024

Dear Anonymous:

As custodian of records for the Highland Park Board of Education ("Board" and/or "District"), I am writing this letter in response for your request for records pursuant to the Open Public Records Act ("OPRA") submitted and received via email Thursday, June 20, 2024.

The Board's response to your request is set forth below:

"For the Before School / After School Program Accounts:

Please provide the end of month financial report packages sent for accounting review. If these are different from the exported reports from the SchoolFi accounting software or other software, please provide/generate the raw reports/exports from SchoolFi as well.

This request is requesting for the months: August 2023 through May 2024.

For clarity, these reports should include a monthly balance statement, income statement, and cash flow statement covering the accounts of the BSP/ASP. If the reporting is broken down by Bartle vs Irving, it is okay to provide the separate reports on their own."

Attached you will find Profit and Loss and Balance Sheet reports generated from the SchoolFi accounting software for the months August 2023 through May 2024.

As the documents identified above are being provided to you in electronic format only, there is no charge associated with your request. 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,

Denise M. DeRosa

Denise DeRosa
Business Administrator/Board Secretary