



State of New Jersey
OFFICE OF ADMINISTRATIVE LAW
9 Quakerbridge Plaza
P.O. Box 049
Trenton, New Jersey 08625-0049
(609) 438-6316

Barry E. Moscovitz
Acting Director and Chief
Administrative Law Judge

Candice Hendricks
Assistant Director

March 21, 2025

By E-mail: opra+request-73860-d884b423@requests.opramachine.com

Anonymous

Re: OPRA Request

Dear Requestor:

The Office of Administrative Law ("OAL") received your request under the Open Public Records Act on March 20, 2025. You requested:

"Initial Decision (CONSOLIDATED) made by ALJ Sarah Crowley in the matter of Christine Skurbe, Monroe Township Board of Education. OAL DKT NOS. EEC 04630-22 AND EEC 10863-22 AGENCY NOS. C75-21 & C37-22"

Your request is denied. There are no responsive records to satisfy your request. A decision has not been issued on this matter.

Sincerely,

/s/Candice G. Hendricks
OPRA Custodian/Assistant Director
Judicial Standards and Procedures

State of New Jersey
Office of Administrative Law
GOVERNMENT RECORDS REQUEST FORM

Important Notice

Page two of this form contains important information related to your rights concerning government records. Please read it carefully.

Requestor Information – Please Print

First Name <u>Anonymous</u> MI _____ Last Name _____	
Company _____	
Mailing Address _____	
City _____ State <u>NJ</u> Zip _____	Email <u>opra+request-73860-d884b423@requests.opramachine.com</u>
Business Hours Telephone: Area Code _____ Number _____	
Preferred Delivery: Pick Up _____ US Mail _____ On Site Inspect _____ Email X	
Circle One: Under penalty of <i>N.J.S.A. 2C:28-3</i> , I certify that I HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.	
Signature <u>Anonymous</u>	Date <u>3/20/25</u>

Payment Information

Maximum Authorization Cost \$ _____	
Select Payment Method	
Cash _____ Check _____ Money Order _____	
Fees:	\$.01/page (500 pages or over)
Delivery: Delivery/postage fees additional depending upon delivery type.	
Extras:	Extraordinary service fees dependent upon request.

Record Request Information: To expedite the request, be as specific as possible in describing the records being requested. Also, please include the type of access requested (copying or inspection), and if data, the medium requested.

Initial Decision (CONSOLIDATED) made by ALJ Sarah Crowley in the matter of Christine Skurbe, Monroe Township Board of Education.
OAL DKT NOS. EEC 04630-22 AND EEC 10863-22 AGENCY NOS. C75-21 & C37-22

AGENCY USE ONLY

Est. Document Cost	_____
Est. Delivery Cost	_____
Est. Extras Cost	_____
Total Est. Cost	_____
Deposit Amount	_____
Estimated Balance	_____
Deposit Date	_____

AGENCY USE ONLY

Disposition Notes	
Custodian: If any part of request cannot be delivered in seven business days, detail reasons here.	
In Progress	- Open _____
Denied	- Closed _____
Filled	- Closed _____
Partial	- Closed _____

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	<u>3/20/25</u>	Deposit	_____
Ready Date	<u>3/21/25</u>	Balance Due	_____
Total Pages	_____	Balance Paid	_____
/s/Candice G. Hendricks		3/21/25	
Custodian Signature		Date	

Requesting Access to Government Records Under the New Jersey Open Public Records Act (N.J.S.A. 47:1A-1 et seq.)

1. This form should only be used to submit records requests to the Office of Administrative Law.
2. In order to request access to government records under OPRA, you must complete and date this request form and deliver it in person during regular business hours or by mail, fax or electronically to the records custodian of the Office of Administrative Law. Your request is not considered filed until the custodian has received a completed request form. If you submit the request form to any other officer or employee of the Office of Administrative Law, that officer or employee may not have the authority to accept your request form on behalf of the Office of Administrative Law and your request will be directed to the records custodian. The seven-business-day response time will not commence until the custodian reviews the request to determine if it is complete.
3. If you submit a request for access to government records to someone other than the records custodian, do not complete the Office of Administrative Law request form, or attempt to make a request for access by telephone; the Open Public Records Act and its deadlines, restrictions and remedies will not apply to your request.
4. The fees for duplication of a government record in printed form are listed on the front of this form. We will notify you of any special charges, special service charges or other additional charges authorized by State law or regulation before processing your request. Payment shall be made by check or money order payable to the State of New Jersey.
5. If it is necessary for the records custodian to contact you concerning your request, providing identifying information, such as your name, address and telephone number or an e-mail address is required. Where contact is not necessary, anonymous requests are permitted, except that anonymous requests for personal information are not honored.
6. **You may be charged a 50% or other deposit when a request for copies exceeds \$25.** The custodian will contact you and advise you of any deposit requirements. Anonymous requests, when permitted, require a deposit of 100% of estimated fees. You agree to pay the balance due upon delivery of the records.
7. Under OPRA, a custodian must deny access to a person who has been convicted of an indictable offense in New Jersey, any other state, or the United States, and who is seeking government records containing personal information pertaining to the person's victim or the victim's family.
8. By law, the Office of Administrative Law must notify you that it grants or denies a request for access to government records within seven business days after the records custodian receives the request, provided that the record is currently available and not in storage. If the record requested is not currently available or is in storage, the custodian will advise you within seven business days when the record can be made available and the estimated cost. You may agree with the custodian to extend the time for making records available, or granting or denying your request.
9. You may be denied access to a government record if your request would substantially disrupt agency operations and the custodian is unable to reach a reasonable solution with you.
10. If the Office of Administrative Law is unable to comply with your request for access to a government record, the custodian will indicate the reasons for denial on the request form and send you a signed and dated copy.
11. Except as otherwise provided by law or by agreement with the requester, if the records custodian fails to respond to you within seven business days of receiving a request form, the failure to respond will be considered a denial of your request.
12. If your request for access to a government record has been denied or unfilled within the time permitted by law, you have a right to challenge the decision by the Office of Administrative Law to deny access. At your option, you may either institute a proceeding in the Superior Court of New Jersey or file a complaint in writing with the Government Records Council (GRC). You may contact the GRC by toll-free telephone at 866-850-0511; by mail at PO Box 819, Trenton, NJ 08625; by e-mail at grc@dca.state.nj.us; or at their web site at www.state.nj.us/grc. The Council can also answer other questions about the law.
13. Information provided on this form may be subject to disclosure under the Open Public Records Act.