



MONROE TOWNSHIP SCHOOLS
423 Buckelew Avenue
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DR. ADAM M. LAYMAN
Assistant Superintendent of Schools
LAURA ALLEN, CPA
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June 4, 2025

VIA EMAIL: opra+request-77224-f0e5e636@requests.opramachine.com
Sally Loves Pets

Re: OPRA Request dated June 3, 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 3, 2025.

More specifically, your request seeks access to:

"Copy of cellphone records/bill (all copies) for district issues cellphone to Superintendent Chanley OR same records for phone reimbursed by district for use as Superintendents school communication line."

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