



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

June 13, 2024

VIA EMAIL: opra+request-62458-dc01d71c@requests.opramachine.com
Elizabeth Weill-Greenberg

Re: OPRA Request dated June 3, 2024

Dear Ms. Weill-Greenberg:

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 via email on Monday, June 3, 2024 at 7:30 p.m. and received on Tuesday, June 4, 2024. As such, the seven (7) business day deadline within which the Board is to respond to your request is Thursday, June 13, 2024.

More specifically, your OPRA request seeks access to the following:

Emails received by the Board of Education between May 21 and May 28, 2024 (inclusive) that include the following words: Carla and/or Draper.
Emails received by Superintendent Susca between May 21 and May 28, 2024 (inclusive) that include the following words: Carla and/or Draper.

Based upon the items requested, your request requires additional time beyond the seven (7) business days to fulfill due to the scope of your request. More specifically, the District must identify all of the responsive documents, retrieve the documents, and review and redact any non-disclosable and/or exempt information. The OPRA allows custodians to seek extensions of time pursuant to N.J.S.A. 47:1A-5.i. Specifically, the OPRA states that, "the requestor shall be advised by the custodian when the record can be made available. If the record is not made available by that time, access shall be deemed denied."

Accordingly, your request requires an extension of time until Wednesday, July 3, 2024 to respond.

Thank you for your anticipated courtesies in this regard.

Sincerely,

Denise M. DeRosa

Denise DeRosa
Business Administrator/Board Secretary