



SADDLE BROOK SCHOOL DISTRICT

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DANIELLE M. SHANLEY
SUPERINTENDENT OF SCHOOLS

RAYMOND G. KARATY, CPA, PSA
BUSINESS ADMINISTRATOR/BOARD SECRETARY

September 16, 2020

Via Email (opra+request-16443-7736f6aa@requests.opramachine.com) Silvia Dias

Re: OPRA request dated September 4, 2020

Dear Ms. Dias:

You recently requested documents from the Saddle Brook Board of Education ("Board") pursuant to the Open Public Records Act ("OPRA") on September 4, 2020. The time in which a public entity has to respond to an OPRA request begins to run the day after the custodian of records receives such a request. Your request was received by the Board on September 4, 2020.

Under normal circumstances, a public entity typically has seven (7) business days to respond to such a request. However, on March 20th, Governor of New Jersey, Phillip Murphy, signed A3849/S2302. Same modifies N.J.S.A. 47:1A-5, to provide government entities additional time to respond to OPRA requests during a State of Emergency or other public health emergency, including the current COVID-19 outbreak.

Due to the scope of your request and the reopening of schools during the COVID-19 pandemic, the Board has limited staff to compile the requested document, as such, the Board is in need of additional time to respond as permitted under OPRA and A3849/S2302. See A3849/S2302; N.J.S.A. 47:1A-5(g); N.J.S.A. 47:1A-5(i); Rivera v. City of Plainfield Police Dep't (Union), GRC Complaint No. 2009-317 (May 2011); and Criscione v. Town of Guttenberg (Hudson), GRC Complaint No. 2010-68 (November 2010).

Given that the requested documents may contain information that is protected from disclosure under OPRA, after the Board compiles the responsive records same will be forwarded to legal counsel for review and redaction of privileged or protected information. Thus, due to the need to compile and potentially redact the documents, it is anticipated that the requested records may be made available to you by September 30, 2020. However, the District reserves the right to request an additional extension following a preliminary review of the responsive records by legal counsel.

If you have any questions, please feel free to contact me.

Thank you.

Sincerely,

Raymond G. Karaty
Custodian of Records
Business Administrator/Board Secretary
RGK/ci