



Medford Township Public Schools

137 Hartford Road, Medford, New Jersey 08055
(609) 654-6416 Fax (609) 654-7436

April 2, 2026

RE: Open Public Records Act ("OPRA") Requests dated March 29, 2026 ("Request")

Dear Requestor Moore:

This letter is in response to the above-referenced OPRA Requests which you submitted via email on March 29, 2026, seeking certain information from the Medford Township School District Board of Education ("Board"). I, the Records Custodian for the Board, received your OPRA Request on March 30, 2026. This is a timely response to your request within 7 business days.

Your requests sought access to the following:

1. Any public notice, posting, advertisement, or announcement regarding the vacancy created by Kristen Sinclair's resignation, including the full text, the date(s) posted, and all locations where it was published (district website, newspaper, social media, Township Clerk filing, or other medium).
2. Any record establishing the deadline for applications or letters of interest for this vacancy.
3. The total number of applications, letters of interest, or resumes received for this vacancy as of the date the search for responsive records is conducted.
4. Any records reflecting the date(s), time(s), and location(s) of planned candidate interviews, including any notice provided to the public regarding the interview process.
5. Any records reflecting the board's planned timeline for filling this vacancy, including any resolution, motion, or communication (including emails or internal correspondence) regarding the process.
6. Any records reflecting the content, publication date, and any modification or removal of the webpages previously accessible at the following URLs:
<https://www.medford.k12.nj.us/apps/news/article/1756472>
https://www.medford.k12.nj.us/apps/pages/index.jsp?uREC_ID=1754391&type=d&pREC_ID=2426246
7. Any record reflecting that the Board Secretary notified the Board President of the vacancy following Ms. Sinclair's resignation.
8. Any communications between the Board and the Executive County Superintendent of Schools for Burlington County regarding this vacancy.

9. A copy of Bylaw 0143 (Board Member Election and Appointment) as in effect on January 29, 2026, including the date of most recent revision, and any revision adopted after that date.

AND

1. Any public notice, posting, advertisement, or announcement regarding the vacancy created by Ms. Santamore's resignation, including the full text, the date(s) posted, and all locations where it was published (district website, newspaper, social media, Township Clerk filing, or other medium).
2. Any record establishing the application deadline for this vacancy.
3. All applications, letters of interest, or resumes received from candidates for this vacancy. If any portion of these records is considered exempt under N.J.S.A. 47:1A-10, please redact only the exempt material and provide the remainder, along with a citation for each redaction.
4. The names of all candidates considered or interviewed for the vacancy at or before the January 5, 2026 Reorganization Meeting.
5. Any interview questions, evaluation criteria, scoring rubrics, or candidate comparison documents used in the selection process.
6. Any record reflecting the date(s) and location(s) where candidate interviews were



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conducted, and whether the interviews were conducted in public session or executive session.

7. The official roll-call vote record for the appointment of Brett Beyer on January 5, 2026, including the names of the board members who moved and seconded the motion, as reflected in the approved minutes of the January 5, 2026 Reorganization Meeting, as well as any resolutions or other records documenting the appointment.

8. Any records reflecting the agenda items for the January 5, 2026 Reorganization Meeting, including all versions of the agenda as published, distributed, or modified prior to the meeting.

9. If candidate interviews were conducted in executive session, any record of the public session discussion related to the appointment.

10. Any record reflecting that the Board Secretary notified the Board President of the vacancy following Ms. Santamore's resignation.

11. A copy of Bylaw 0143 (Board Member Election and Appointment) as in effect on January 5, 2026, including the date of most recent revision.

The District has been working diligently on fulfilling your requests. Due to the volume of your requests which includes approximately 44 separate requests sent since February 18 of this year, many of which involved significant volume and required redactions, the District requires additional time to gather responsive documents, perform necessary redactions, and create a

redaction log reflecting the same. The District will provide documents responsive to your request twelve business days after the District's Spring Recess April 3-11 or by April 28, 2026.

If you believe your request for access to a government record has been denied or unfilled within the seven (7) business days required by law, or any agreed upon extension of that time period, you have a right to challenge the decision by the District to deny access. At your option, you may either institute a proceeding in the Superior Court of New Jersey or file a complaint with the Government Records Council (GRC) by completing the Denial of Access Complaint Form. You may contact the GRC by toll-free telephone at 866-850-0511, by mail at P.O. Box 819, Trenton, NJ 08625, or by e-mail at Government.Records@dca.nj.gov, or at their website atwww.nj.gov/grc. The GRC can also answer other questions about the law. All questions regarding complaints filed in Superior Court should be directed to the Court Clerk in your County.

Sincerely,

Evon DiGangi
Business Administrator/Board Secretary