



Erwin, Allison <aerwin@jacksonsd.org>

Re: OPRA request addendum

1 message

Melisa Reeves <[REDACTED]> *Redacted: Personal email*

Tue, Aug 8, 2017 at 1:09 PM

To: Allison Erwin <aerwin@jacksonsd.org>

Cc: Melisa Reeves <[REDACTED]>

Also please provide names, resumes and credentials. Please see below OPRA request.

Regards, Melisa Reeves

Sent from my iPhone

> On Aug 8, 2017, at 12:53 PM, Melisa Reeves <[REDACTED]> *Redacted: Personal email* wrote:

>

> Hi can I please OPRA request to see if any teachers within the district are certified in any of the following programs:
Wilson, Orton-Gillingham, or Project Read.

Regards, Melisa Reeves

> Sent from my iPhone

>

Print Management Solutions
P O Box 350
Trexlertown, PA 18087



Open Record Officer
Jackson Township School District
151 Don Connor Boulevard
Jackson, NJ 08527

06/15/2017

Re: NJ Open Records Law

Dear Open Records Officer,

Under the provisions of the NJ Open Records Law, we are requesting access to the following information:

A copy of your MOST RECENT, CURRENT lease agreements or Most Recent Purchase Order for your postage meter and other current mailing equipment which shows lease commencement date and term of contract for mail machine from vendors Neopost, Hasler, Pitney Bowes, FP Mailing, or any other manufacturer.

Or

If the equipment was purchased, we are requesting a copy of your MOST RECENT meter rental bill, equipment rental bill, and maintenance / service contract bill or bill from last service call.

We will entertain suggestions you feel will make my request more responsive and thereby ensure that you can meet our request. If possible we would like to have the data sent to us at the address below.

Please email your request to me at adorward@printandmailing.net or mail to my attention at:

Print Management Solutions
Attn: Amy Dorward
P O Box 350
Trexlertown, PA 18087

If all or any part of this request is denied, please cite the specific exemption(s) that you think justifies your refusal to release the information, and inform me of the appeal procedures available to me under the law.

We would appreciate you handling this request as quickly as possible, and look forward to hearing from you.

Respectfully,

Amy Dorward
P O Box 350
Trexlertown, PA 18087



Erwin, Allison <aerwin@jacksonsd.org>

Request

1 message

Tara Rivera <[REDACTED]>

To: "aerwin@jacksonsd.org" <aerwin@jacksonsd.org>

Redacted: Personal email

Thu, Aug 10, 2017 at 12:30 PM

Hi Mrs. Erwin,

In accordance with OPRA please send me 2015-2017 state report card information for all district schools K-12, current ESL enrollment, number of children bussed out of district and number of transportation reimbursement to parents. Also, please send me all the elementary schools, middle schools and high schools curriculum guides.

Regards,

T. RIVERA M.Ed.



Erwin, Allison <aerwin@jacksonsd.org>

Enrollment Data

1 message

Daniel Fischer <dfischer@fwhassociates.com>
To: "Erwin, Allison" <aerwin@jacksonsd.org>
Cc: "Brian P. Murphy" <bmurphy@fwhassociates.com>

Mon, Aug 14, 2017 at 12:42 PM

Hi Allison, pursuant to the Open Public Records Act (OPRA), I would like to request the enrollment data for Crawford-Rodriguez Elementary, McAuliffe Middle School and Jackson Liberty High School for the past ten (10) years. If you have any questions, please call me.

Thanks for your time,

Dan Fischer, P.E., P.P., CME
FWH Associates, P.A.
1856 Rt. 9, Toms River, NJ 08755
T 732.797.3100 • F 732.797.3223
DFischer@fwhassociates.com



CIVIL ENGINEERS • PLANNERS • LANDSCAPE ARCHITECTS
ARCHITECTS • LAND SURVEYORS • RESERVE SPECIALISTS



This email and any attachments thereto are intended for the exclusive use of the addressee. The information contained herein may be privileged, confidential or otherwise exempt from the disclosure by applicable laws, rules or regulations. Any unauthorized review, use, disclosure or distribution of this transmission and any attachments is strictly prohibited. If you are not intended recipient, please contact the sender by reply email, forwarding all copies of the original message and any attachment(s). We have taken precautions to minimize the risk of transmitting software viruses, but we advise you to carry out your own virus checks on any attachments to this message. We cannot accept liability for any loss or damage caused by software viruses.

Redacted: Personal email

From: Melisa Reeves <[REDACTED]>

Date: Thu, Aug 17, 2017 at 4:37 PM

Subject: Re: OPRA request

To: mdrichardson@jacksonsd.org

Cc: aerwin@jacksonsd.org

Dear Mrs. Richarson,

Via OPRA can you please also send their training certifications and or certificates.

Regards,

Melisa Reeves

[REDACTED]

Redacted: Personal email

[REDACTED]

Redacted: Personal Phone Number



JACKSON SCHOOL DISTRICT
OPEN PUBLIC RECORDS ACT REQUEST FORM

151 Don Connor Blvd.
 Jackson, NJ 08527
 732-833-4600, ext. 4618
 www.jacksonsd.org ~ Email: jsd@jacksonsd.org
 Custodian of Records: Michelle D. Richardson



Important Notice

The last page of this form contains important information related to your rights concerning government records. Please read it carefully.

Requestor Information – Please Print

First Name Peter MI M. Last Name Draper
 E-mail Address pdraper@CLDDS.com
 Mailing Address 9 Robbins Street
 City Toms River State NJ Zip 08753
 Telephone 732-797-1600, ext. 247 FAX 732-797-1637

Preferred Delivery: Pick Up ☐ US Mail ☐ On-Site Inspect ☐ Fax ☐ E-mail ☒

If you are requesting records containing personal information, please circle one: Under penalty of N.J.S.A. 2C:28-3, 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 Peter M. Draper Date 9/13/2017

Payment Information

Maximum Authorization Cost \$ 100

Select Payment Method

Cash ☐ Check ☐ Money Order ☐

Fees: Letter size pages - \$0.05 per page
 Legal size pages - \$0.07 per page
 Other materials (CD, DVD, etc) – actual cost of material
 Delivery: Delivery / postage fees additional depending upon delivery type.

Extras: Special service charge dependent upon request.

Record Request Information: Please be as specific as possible in describing the records being requested. Also, please note that your preferred method of delivery will only be accommodated if the custodian has the technological means and the integrity of the records will not be jeopardized by such method of delivery.

See attached Sheet.

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

Rec'd By _____	Total _____
Rec'd Date _____	Deposit _____
Ready Date _____	Balance Due _____
Total Pages _____	Balance Paid _____

Records Provided

Custodian Signature _____

Date _____

Peter M. Draper, Esq.
Carluccio, Leone, Dimon, Doyle & Sacks, LLC
9 Robbins Street
Toms River, NJ 08753
(732)797-1600
pdraper@cldds.com

1. Copies of the current application form and/or contract of employment with attachments to said contract, if any, for full time bus drivers employed by the Jackson Township Board of Education for the **current school year (2017-2018)**;
2. Copies of the application form and/or contract of employment with the attachments to said contract, if any, for full time bus drivers employed by the Jackson Township Board of Education for the **2016-2017 school year**;
3. Copies of the application form and/or contract of employment with the attachments to said contract, if any, for full time bus drivers employed by the Jackson Township Board of Education for the **2015-2016 school year**;
4. Copies of the application form and/or contract of employment with the attachments to said contract, if any, for full time bus drivers employed by the Jackson Township Board of Education for the **2014-2015 school year**;
5. Copies of the current job postings or open positions available for the hiring of full time bus drivers for the **current school year (2017-2018)**;
6. Copies of descriptions of the pay scale/salary/hourly rate of pay and benefits packages for full time bus drivers for the **current school year (2017-2018), and the school years of 2014-2015, 2015-2016, and 2016-2017.**
7. A copy of any and all employment contracts, rate of pay, and benefits for current employee, Theresa Kovacs **(please remove all personal identifying information such as address, date of birth, social security number, etc.)**

Copies of any responsive documents may be emailed to my office at pdraper@cldds.com.

DEPOSITS

The custodian may require a deposit against costs for reproducing documents sought through an anonymous request whenever the custodian anticipates that the documents requested will cost in excess of \$5 to reproduce.

Where a special service charge is warranted under OPRA, that amount will be communicated to you as required under the statute. You have the opportunity to review and object to the charge prior to it being incurred. If, however, you approve of the fact and amount of the special service charge, you may be required to pay a deposit or pay in full prior to reproduction of the documents.

YOUR REQUEST FOR RECORDS IS DENIED FOR THE FOLLOWING REASON(S):

(To be completed by the Custodian of Records – check the box of the numbered exemption(s) as they apply to the records requested. If multiple records are requested, be specific as to which exemption(s) apply to each record. **Response is due to requestor as soon as possible, but no later than seven business days.**)

N.J.S.A. 47:1A-1.1

- ☐ Inter-agency or intra-agency advisory, consultative or deliberative material
- ☐ Legislative records
- ☐ Law enforcement records:
 - ☐ Medical examiner photos
 - ☐ Criminal investigatory records (however, N.J.S.A. 47:1A-3.b. lists specific criminal investigatory information which must be disclosed)
 - ☐ Victims' records
- ☐ Trade secrets and proprietary commercial or financial information
- ☐ Any record within the attorney-client privilege
- ☐ Administrative or technical information regarding computer hardware, software and networks which, if disclosed would jeopardize computer security
- ☐ Emergency or security information or procedures for any buildings or facility which, if disclosed, would jeopardize security of the building or facility or persons therein
- ☐ Security measures and surveillance techniques which, if disclosed, would create a risk to the safety of persons, property, electronic data or software
- ☐ Information which, if disclosed, would give an advantage to competitors or bidders
- ☐ Information generated by or on behalf of public employers or public employees in connection with:
 - ☐ Any sexual harassment complaint filed with a public employer
 - ☐ Any grievance filed by or against an employee
 - ☐ Collective negotiations documents and statements of strategy or negotiating
- ☐ Information that is a communication between a public agency and its insurance carrier, administrative service organization or risk management office
- ☐ Information that is to be kept confidential pursuant to court order
- ☐ Certificate of honorable discharge issued by the United States government (Form DD-214) filed with a public agency
- ☐ Social security numbers
- ☐ Credit card numbers
- ☐ Unlisted telephone numbers
- ☐ Drivers' license numbers
- ☐ Certain records of higher education institutions:
 - ☐ Research records
 - ☐ Questions or scores for exam for employment or academics
 - ☐ Charitable contribution information
 - ☐ Rare book collections gifted for limited access
 - ☐ Admission applications
 - ☐ Student records, grievances or disciplinary proceedings revealing a students' identification
- ☐ Biotechnology trade secrets N.J.S.A. 47:1A-1.2
- ☐ Convicts requesting their victims' records N.J.S.A. 47:1A-2.2
- ☐ Ongoing investigations of non-law enforcement agencies (must prove disclosure is inimical to the public interest) N.J.S.A. 47:1A-3.a.
- ☐ Public defender records N.J.S.A. 47:1A-5.k.
- ☐ Upholds exemptions contained in other State or federal statutes and regulations, Executive Orders, Rules of Court, and privileges created by State Constitution, statute, court rule or judicial case law N.J.S.A. 47:1A-9
- ☐ Personnel and pension records (however, the following information must be disclosed:
 - An individual's name, title, position, salary, payroll record, length of service, date of separation and the reason for such separation, and the amount and type of any pension received
 - When required to be disclosed by another law, when disclosure is essential to the performance of official duties of a person duly authorized by this State or the US, or when authorized by an individual in interest
 - Data contained in information which disclose conformity with specific experiential, educational or medical qualifications required for government employment or for receipt of a public pension, but not including any detailed medical or psychological information N.J.S.A. 47:1A-10

N.J.S.A. 47:1A-1

- ☐ "a public agency has a responsibility and an obligation to safeguard from public access a citizen's personal information with which it has been entrusted when disclosure thereof would violate the citizen's reasonable expectation of privacy."

Burnett v. County of Bergen, 198 N.J. 408 (2009). Without ambiguity, the court held that the privacy provision "is neither a preface nor a preamble." Rather, "the very language expressed in the privacy clause reveals its substantive nature; it does not offer reasons why OPRA was adopted, as preambles typically do; instead, it focuses on the law's implementation." "Specifically, it imposes an obligation on public agencies to protect against disclosure of personal information which would run contrary to reasonable privacy interests."

Executive Order No. 21 (McGreevey 2002)

- ☐ Records where inspection, examination or copying would substantially interfere with the State's ability to protect and defend the State and its citizens against acts of sabotage or terrorism, or which, if disclosed, would materially increase the risk or consequences of potential acts of sabotage or terrorism.
- ☐ Records exempted from disclosure by State agencies' proposed rules.

Executive Order No. 26 (McGreevey 2002)

- ☐ Certain records maintained by the Office of the Governor
- ☐ Resumes, applications for employment or other information concerning job applicants while a recruitment search is ongoing
- ☐ Records of complaints and investigations undertaken pursuant to the Model Procedures for Internal Complaints Alleging Discrimination, Harassment or Hostile Environments
- ☐ Information relating to medical, psychiatric or psychological history, diagnosis, treatment or evaluation
- ☐ Information in a personal income or other tax return
- ☐ Information describing a natural person's finances, income, assets, liabilities, net worth, bank balances, financial history or activities, or creditworthiness, except as otherwise required by law to be disclosed
- ☐ Test questions, scoring keys and other examination data pertaining to the administration of an examination for public employment or licensing
- ☐ Records in the possession of another department (including NJ Office of Information Technology or State Archives) when those records are made confidential by regulation or EO 9.

Other Exemption(s) contained in a State statute, resolution of either or both House of the Legislature, regulation, Executive Order, Rules of Court, any federal law, federal regulation or federal order pursuant to N.J.S.A. 47:1A-9.a.

(Please provide detailed information regarding the exemption from disclosure for which you are relying to deny access to government records. If multiple records are requested, be specific as to which exemption(s) apply to each record.)

REQUEST FOR RECORDS UNDER THE COMMON LAW

If, in addition to requesting records under OPRA, you are also requesting the government records under the common law, please check the box below.

A public record under the common law is one required by law to be kept, or necessary to be kept in the discharge of a duty imposed by law, or directed by law to serve as a memorial and evidence of something written, said, or done, or a written memorial made by a public officer authorized to perform that function, or a writing filed in a public office. The elements essential to constitute a public record are that it be a written memorial, that it be made by a public officer, and that the officer be authorized by law to make it.

☐ Yes, I am also requesting the documents under common law.

If the information requested is a "public record" under common law and the requestor has a legally recognized interest in the subject matter contained in the material, then the material must be disclosed if the individual's right of access outweighs the State's interest in preventing disclosure.

Please set forth your interest in the subject matter contained in the requested material:

Note that any challenge to a denial of a request for records under the common law cannot be made to the Government Records Council, as the Government Records Council only has jurisdiction to adjudicate challenges to denials of OPRA requests. A challenge to the denial of access under the common law can be made by filing an action in Superior Court.

1. All government records are subject to public access under the Open Public Records Act ("OPRA"), unless specifically exempt.
2. A request for access to a government record under OPRA must be in writing, hand-delivered, mailed, transmitted electronically, or otherwise conveyed to the appropriate custodian. N.J.S.A. 47:1A-5.g. The seven (7) business day response time does not commence until the records custodian receives the request form. If you submit the request form to any other officer or employee of the **Name of Agency**, that officer or employee must either forward the request to the appropriate custodian, or direct you to the appropriate custodian. N.J.S.A. 47:1A-5.h.
3. Requestors may submit requests anonymously. If you elect not to provide a name, address, or telephone number, or other means of contact, the custodian is not required to respond until you reappear before the custodian seeking a response to the original 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 service charges or other additional charges authorized by State law or regulation before processing your request. Payment shall be made by cash, check or money order payable to the **Name of Agency**.
5. **You may be charged a 50% or other deposit when a request for copies exceeds \$25.** The **Name of Agency** custodian will contact you and advise you of any deposit requirements. You agree to pay the balance due upon delivery of the records. Anonymous requests in excess of \$5.00 require a deposit of 100% of estimated fees.
6. 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. This includes anonymous requests for said information.
7. By law, the **Name of Agency** must notify you that it grants or denies a request for access to government records within seven (7) business days after the agency custodian of records receives the request. If the record requested is not currently available or is in storage, the custodian will advise you within seven (7) business days after receipt of the request when the record can be made available and the estimated cost for reproduction.
8. 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.
9. If the **Name of Agency** 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 or other written correspondence and send you a signed and dated copy.
10. Except as otherwise provided by law or by agreement with the requester, if the agency custodian of records fails to respond to you within seven (7) business days of receiving a request, the failure to respond is a deemed denial of your request.
11. If your request for access to a government record has been denied or unfilled within the seven (7) business days required by law, you have a right to challenge the decision by the **Name of Agency** 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 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. All questions regarding complaints filed in Superior Court should be directed to the Court Clerk in your County.
12. Information provided on this form may be subject to disclosure under the Open Public Records Act.



Erwin, Allison <aerwin@jacksonsd.org>

Fwd: Public Information Request

1 message

sgenco@jacksonsd.org <sgenco@jacksonsd.org>
To: aerwin@jacksonsd.org

Wed, Sep 27, 2017 at 4:31 PM

Sent from my iPhone

Begin forwarded message:

From: Kenneth Powell <kenneth@parents.foundation>
Date: September 27, 2017 at 3:29:45 PM EDT
To: Stephen Genco <sgenco@jacksonsd.org>
Subject: Public Information Request

PUBLIC INFORMATION REQUEST

Parent's Foundation for Education
Kenneth Powell
PO Box #7162
Austin, TX 78713

September 27, 2017

Jackson Township School District

Stephen Genco
Superintendent
[151 Don Connor Boulevard](#)
[Jackson, NJ 8527](#)

Jackson Township School District

Superintendent

[151 Don Connor Boulevard](#)

Jackson NJ, 8527

Dear Stephen Genco,

This request is made under the New Jersey Open Public Records Act, N.J.S.A. 47:1A-1 et seq. which guarantees the public's access to information in the custody of governmental agencies. I respectfully request access to the following information:

An excel spreadsheet containing the following information for every teacher and staff member (employee) currently employed in Jackson Township School District. Please organize this information in the following manner:

- Campus (or office building name, for staff)
- First Name
- Middle Name
- Last Name
- Position
- Grade Level(for teachers)
- Subject Area taught (for teachers)

- Certified in Area of Instruction (for teachers)
- Home Address
- School Email
- Personal Email
- Personal Phone Number
- Gender
- Race/Ethnicity
- Hire Date
- Years of Experience
- Current Salary

If you have any questions about any of the data requested above, please feel free to reach out to me at kenneth@parents.foundation, or call (512) 580-7117 for more immediate assistance. In particular, it may be easier to send multiple excel spreadsheets containing different data categories.

In addition, please notify me if there are any parts of this request that cannot be fulfilled for any reason.

Thank you for your attention to this request.

Sincerely,

Kenneth Powell



Erwin, Allison <aerwin@jacksonsd.org>

OPRA request

1 message

Elenor Hannum <[REDACTED]> - Redacted: Personal email
Reply-To: Elenor Hannum <[REDACTED]>
To: Allison Erwin <aerwin@jacksonsd.org>

Fri, Sep 29, 2017 at 11:04 AM

Good Morning Ms. Erwin,

I would like to request a list of private bus companies that are contracted by the Jackson Board of Education to pick up and transport students in our district. If at all possible, can you furnish me with the receiving area of these routes.

Thank you for your time,
Elenor M Hannum

[REDACTED] - Redacted: Personal address
Jackson NJ



Erwin, Allison <aerwin@jacksonsd.org>

Opra request

1 message

Raymond Cattonar <[REDACTED]>
To: aerwin@jacksonsd.org

Redacted: personal email

Tue, Oct 17, 2017 at 10:28 PM

OPRA Request 02/01/017 #19- 13
Allison Irwin communications Director Jackson

BOE

Please provide the following electronically by e-mail at Rcattonar@aol.com .

1) Please provide a copy of the Business revenue surplus accounting of \$545,321 broken out by individual category to include food service, child care , community school programs , digital media and summer electives

2) Also can you provide me with a copy of the current student enrollment totals for 2017 2018 school year for the Rosenauer school and to include the maximum student enrollment capacity for the school .

Thank You Allison

This request is made pursuant to the Open Records Act, N.J.S.A 47:1A-1 ET seq and the common law right if citizens of the State to Obtain access to Public documents. (**South Jersey Publishing Co V. New Jersey Expressway Auth, 124 N.J 478, 487-89) (1991).** "Those who enacted OPRA understood that knowledge is power in a democracy, and that without access to information contained in records maintained by public agencies citizens cannot monitor the operation of our government or hold public officials accountable for their actions."

New Jersey Supreme Court in *Fair Share Housing Center, Inc. v. New Jersey State League of Municipalities* (2011).

If you determine that any portion of the requested materials are exempt from release , we request that you redact the portion that you believe exempt and provide us with copies of the remaining , non exempt portions . Also if any of this request is denied , please send us a letter describing the material and listing the specific exemption(s) on which you rely . If the cost of the copies for this request does not exceed \$10, proceed without further approval and send me an invoice with the records . Otherwise , please advise me of the costs before filling the request so that we can discuss arrangements .

Raymond Cattonar

Redacted: Personal email

Redacted: Personal phone #



JACKSON SCHOOL DISTRICT OPEN PUBLIC RECORDS ACT REQUEST FORM

151 Don Connor Blvd.
Jackson, NJ 08527
732-833-4600, ext. 4618
www.jacksonsd.org ~ Email: jsd@jacksonsd.org
Custodian of Records: Michelle D. Richardson



Important Notice

The last page of this form contains important information related to your rights concerning government records. Please read it carefully.

Requestor Information – Please Print

First Name Ronen MI B Last Name Vair
E-mail Address rby@ekblomlaw.com
Mailing Address 850 3rd Avenue, 21st Floor
City New York State NY Zip 10022
Telephone 646-677-6012 FAX 646-677-6001
Preferred Delivery: Pick Up ☐ US Mail ☐ On-Site Inspect ☐ Fax ☐ E-mail ☒
If you are requesting records containing personal information, please circle one: Under penalty of N.J.S.A. 2C:28-3, 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 [Signature] Date 10/19/17

Payment Information

Maximum Authorization Cost \$ _____
Select Payment Method
Cash ☐ Check ☐ Money Order ☐
Fees: Letter size pages - \$0.05 per page
Legal size pages - \$0.07 per page
Other materials (CD, DVD, etc) – actual cost of material
Delivery: Delivery / postage fees additional depending upon delivery type.
Extras: Special service charge dependent upon request.

Record Request Information: Please be as specific as possible in describing the records being requested. Also, please note that your preferred method of delivery will only be accommodated if the custodian has the technological means and the integrity of the records will not be jeopardized by such method of delivery.

- 1- title of your employee, Lisa Lane, 2009-present
- 2- salary, per year, of Lisa Lane, 2009-present
- 3- all payroll records, of Lisa Lane, 2009-present, by year and/or pay period
- 4- length of service of Lisa Lane
- 5- Date of separation and the reason therefor, if any, for Lisa Lane
- 6- Amount and type of any pension for Lisa Lane, with contributions per year
- 7- attendance records of Lisa Lane, 2009-present, by year and/or pay period

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	
Rec'd By	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
Custodian Signature		Date	



JACKSON SCHOOL DISTRICT
OPEN PUBLIC RECORDS ACT REQUEST FORM
 151 Don Connor Blvd.
 Jackson, NJ 08527
 732-833-4600, ext. 4618
www.jacksonsd.org ~ Email: jsd@jacksonsd.org
 Custodian of Records: Michelle D. Richardson



Important Notice

The last page of this form contains important information related to your rights concerning government records. Please read it carefully.

Requestor Information – Please Print

First Name Ronen MI B Last Name Yair
 E-mail Address rb4@ekblomlaw.com
 Mailing Address 850 Third Ave, 21st Floor
 City New York State NY Zip 10022
 Telephone 646-677-6012 FAX 646-677-6001
 Preferred Delivery: Pick Up ☐ US Mail ☐ On-Site Inspect ☐ Fax ☐ E-mail ☒
 If you are requesting records containing personal information, please circle one: Under penalty of N.J.S.A. 2C:28-3, 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 [Signature] Date 10/31/17

Payment Information

Maximum Authorization Cost \$ _____
 Select Payment Method
 Cash ☐ Check ☐ Money Order ☐
 Fees: Letter size pages - \$0.05 per page
 Legal size pages - \$0.07 per page
 Other materials (CD, DVD, etc) – actual cost of material
 Delivery: Delivery / postage fees additional depending upon delivery type.
 Extras: Special service charge dependent upon request.

Record Request Information: Please be as specific as possible in describing the records being requested. Also, please note that your preferred method of delivery will only be accommodated if the custodian has the technological means and the integrity of the records will not be jeopardized by such method of delivery.

- 1- Name and title of any and all supervisors for Lisa Lane, 2009- Present
- 2- Copies of all documents regarding disciplinary actions, hearings, sanctions, suspensions, 2009-present
- 3- Types of absences (sick/vacation/mandatory) from March 2014 – December 2014
- 4- List and description of all positions applied for, 2009-present

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	
Rec'd By	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
Custodian Signature _____		Date _____	



Erwin, Allison <aerwin@jacksonsd.org>

Inquiry

1 message

jacksonparent2parent <[REDACTED]>
To: aerwin@jacksonsd.org

Redacted: Personal email

Tue, Oct 31, 2017 at 11:26 AM

Hi Mrs. Erwin,

In accordance with OPRA please send me all legal fees paid out by district from July 1, 2017 to present.

Regards,

T. Rivera M.Ed.

Sent from my Kyocera Hydro SHORE, an AT&T 4G LTE smartphone



Erwin, Allison <aerwin@jacksonsd.org>

Fwd: Open Public Records Act request - OPRA Requests

1 message

Thompson, Cindie <cthompson@jacksonsd.org>
To: Allison Erwin <aerwin@jacksonsd.org>

Tue, Nov 21, 2017 at 6:54 AM

Cindie Thompson
Office of the Board Secretary
Jackson Twp. School District
151 Don Connor Blvd
Jackson, N.J. 08527
Tel # 732-833-4603
Fax # 732-833-4609
cthompson@jacksonsd.org

----- Forwarded message -----

From: **ASK NJ Media Co.** <opra+request-452-b3f3956b@requests.opramachine.com>
Date: Tue, Nov 21, 2017 at 12:39 AM
Subject: Open Public Records Act request - OPRA Requests
To: OPRA requests at Jackson Township School District <CThompson@jacksonsd.k12.nj.us>

Dear Jackson Township School District,

This is a request for public records made under OPRA and the common law right of access. I certify under penalty of NJSA 2C:28-3 that I have not been convicted of an indictable offense. Please acknowledge receipt of this message.
Records requested:

I'm requesting copies of all OPRA requests from August 1, 2017 to November 20, 2017.

Yours faithfully,

ASK NJ Media Co.

Please use this email address for all replies to this request:
opra+request-452-b3f3956b@requests.opramachine.com

Is CThompson@jacksonsd.k12.nj.us the wrong address for Open Public Records Act requests to Jackson Township School District? If so, please contact us using this form:
https://opramachine.com/change_request/new?body=jackson_township_school_district

Disclaimer: This message and any reply that you make will be published on the internet. Our privacy and copyright policies:
<https://opramachine.com/help/officers>

If you find this service useful as an OPRA officer, please ask your web manager to link to us from your organisation's OPRA page.
