



Perth Amboy Public Schools

Administrative Headquarters Building

178 Barracks Street
Perth Amboy, NJ 08861
(732) 376-6200

Michael LoBrace
School Business Administrator

(732) 376-6200
Ext. 30120

May 4, 2023

Via Electronic Mail (victoria.grace@divotassets.com)
Victoria Hampton

Re: OPRA Request dated April 25, 2023

Dear Ms. Hampton:

You recently requested documents from the Perth Amboy Board of Education ("Board" or "District") pursuant to an Open Public Records Act ("OPRA") request dated April 25, 2023. 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 District on April 25, 2023. The seventh (7th) business day within which to respond to your request is May 4, 2023.

At this time, the District is in need of additional time to respond to your request due to the scope of your request. This extension of time is permitted under the OPRA. *See 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). It is anticipated that the responsive records may be made available to you by May 18, 2023. However, the District reserves the right to an additional extension.

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

Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael LoBrace", is written over a blue circular stamp.

Michael LoBrace
Custodian of Records