



MONROE TOWNSHIP SCHOOLS
423 Buckelew Avenue
Monroe Township, New Jersey 08831
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DR. CHARI ROBYNNE CHANLEY

Superintendent of Schools

DR. ADAM M. LAYMAN

Acting Superintendent of Schools

LAURA ALLEN, CPA

Business Administrator/Board Secretary

Tel: 732-521-1500

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September 16, 2025

VIA EMAIL: opra+request-80449-116875dd@requests.opramachine.com

Joy

Re: OPRA Request dated September 8, 2025

Dear Sir/Madam:

On behalf of the Custodian of Records for the Monroe Township Board of Education ("Board" and/or "District"), I am writing this letter in response to your request for records pursuant to the Open Public Records Act ("OPRA") submitted and received via email Monday, September 8, 2025.

More specifically, the Board's response to your request is set forth below.

"All emails and email threads from or to any Monroe Township School District employee, administrator, or board member referencing "SEPAG" or "Special Education Parent Advisory Group" during the 2024–2025 school year (July 1, 2024 to present), that involve or mention any of the following individuals:

Marietta Ruella

Anthony Arcaro

Dana Green-Witter

Francine Sorrento

Sybil Williams

Jennifer Roldan

Dawn Young

Jeanine Luizza

Jean Malkiewicz

Susan Dugan

SUCCESS IS ALWAYS A TEAM EFFORT!!

This request includes:

- **Emails sent or received by the individuals above.**
 - **Emails where they are mentioned by name or email address.**
 - **Communications between district staff and parents or community members referencing SEPAC activities, meetings, roles, or leadership.”**

Please note that a proper OPRA request must identify with reasonable clarity by specifically describing those documents that are being sought. See Gannett New Jersey Partners L.P. v. County of Middlesex, 379 N.J. Super. 205, 211-12, 877 A.2d 330 (App. Div. 2005); New Jersey Builders Association v. New Jersey Council on Affordable Housing, 390 N.J. Super. 166, 178 (App. Div.), certifi. Denied, 190 N.J. 394 (2007); Bent v. Stafford Police Dep’t, 381 N.J. Super. 30, 40 (App. Div. 2005). Under OPRA, one cannot submit “wholesale requests for general information to be analyzed, collated and compiled by the responding government entity.” MAG Entertainment, LLC v. Division of Alcoholic Beverage Control, 375 N.J. Super. 534, 868 A.2d 1067 (App. Div. 2005). (The Court found a request for “all books, records, [and] documents” related to a specific project to be improper.)

Currently, your request fails to identify with reasonable clarity the specific government records sought, as is required by Bent v. Stafford Police Department, 381 N.J. Super. 30, 37 (App. Div. 2005). At this time, we request clarification of your OPRA request. Please respond in writing and identify the specific government records sought so that we may process your request.

In the event that we do not receive the written clarification within seven (7) days, this correspondence shall represent the Board’s denial of your request as overly broad. As such, this correspondence and the above information shall constitute a full and complete response to your OPRA request and therefore, your OPRA request will be deemed closed.

Sincerely,



Lisa Goldstein

OPRA Secretary/Custodian of Records & Central Registration Secretary