



BELLEVILLE PUBLIC SCHOOLS

Office of the Superintendent

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October 30, 2025

VIA EMAIL ONLY: opra+request-82436-04951fc3@requests.opramachine.com

Tony Michael

RE: OPRA Request dated October 21, 2025

Dear Sir/Madam:

On behalf of the Belleville 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 via email at 11:42 pm on Tuesday, October 21, 2025 and received on Wednesday, October 22, 2025. As such, the seven (7) business day deadline within which the Board is to respond to your request is Friday, October 31, 2025.

More specifically, your request seeks access to the following:

"All fire alarm and fire extinguisher invoices (Service, Installation, Inspections Etc.) from 2019 to present".

Based upon the items requested, your request requires additional time beyond the seven business days to fulfill as the district must identify all the responsive documents, retrieve the documents, and review and redact any non-disclosable/exempt information. The OPRA allows custodians to seek extensions of time pursuant to N.J.S.A. 47:1A-5. Specifically, the OPRA states that, in the event a records custodian needs additional time to fulfill the request, the custodian shall be entitled to a reasonable extension of time and shall notify the requester of the time extension.

Accordingly, your request requires an extension of time until November 21, 2025 to respond.

Thank you for your anticipated courtesies in this regard.

Sincerely,

Dr. Erick Alfonso, Ed.D., M.B.A.
Superintendent of Schools