



South Bound Brook School District
ONE SCHOOL, ONE COMMUNITY

Lorise Goeke, Ed.D.
Superintendent of Schools

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Eulalia Gillis
Interim Business Administrator

November 12, 2025

VIA EMAIL: opra+request-82526-f71b7c20@requests.opramachine.com

Tony Michael

RE: OPRA Request dated October 22, 2025

Dear Sir/Madam:

On behalf of the South Bound Brook Board of Education ("Board" and/or "District"), I am writing this letter in furtherance of my prior correspondence, in response to your request for records pursuant to the Open Public Records Act ("OPRA") submitted and received via email on Wednesday, October 22, 2025.

More specifically, your OPRA request seeks access to the following:
"All fire alarm and fire extinguisher invoices (Service, Installation, Inspections Etc.) from 2019 to present".

As previously advised per my correspondence 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 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,

Debe Besold
School Business Administrator