

# Cranbury School District

2016 National Blue Ribbon Recipient



Jennifer K. Diszler, Ed. D., Superintendent  
Karin Weiner, School Business Administrator  
Jennifer Casazza, Ed. D., Assistant Principal  
Ashley Kipness, Psy. D., Supervisor of Special  
Services

Shanna Weber, Supervisor of C & I  
Meghan Mannarino, Supervisor of C & I

September 13, 2024

Charlie Kratovil

Via email only: [opra+request-66508-1e4c3d27@requests.opramachine.com](mailto:opra+request-66508-1e4c3d27@requests.opramachine.com)

Re: OPRA Request # 2425-04

Dear Mr. Kratovil,

The Cranbury Board of Education received your Open Public Records Act (OPRA) request on September 12, 2024. The official Records Custodian, Karin Weiner, received your OPRA request on September 12, 2024. As such, the seven (7) business day deadline to respond to your request is September 23, 2024. This response to your request is being provided to you on the 1<sup>st</sup> business day after the custodian's receipt of said request.

**Your OPRA request sought access to the following:**

*Please accept this electronic request for public records made under OPRA and the common law right of access. I am not required to fill out an official form or use a particular software platform to submit my request per NJSA 47:1A-6(f), which states that an email from a requestor including all of the information required on the adopted form shall suffice in place of a completed form as a valid government record request.*

*I HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.*

*I WILL NOT use the requested government records for a commercial purpose.*

*I AM NOT seeking records in connection with a legal proceeding.*

*Records requested:*

*1) copy of the current contract for the Superintendent/chief executive*

*My preferred delivery method for response(s) to this request is by E-mail as attachments. Please confirm you have received this request. If you are not the custodian of records, please forward my request to that person and provide their email address to me for future reference.*

The following records are being provided in their entirety and are responsive to your request.

1. Copy of Dr. Jennifer Diszler, Principal/CSA, contract for the 2024-2025 school year.

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These records are being transmitted to you via email, as per your request. Pursuant to N.J.S.A. 47:1A-5.b., the cost associated with this request is \$0.00].

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 [insert 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 P.O. Box 819, Trenton, NJ, 08625, by e-mail at [grc@dca.state.nj.us](mailto:grc@dca.state.nj.us), or at their web site at [www.state.nj.us/grc](http://www.state.nj.us/grc). The GRC 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.

Sincerely,

A handwritten signature in blue ink that reads "Karin Weiner".

Karin Weiner  
Business Administrator/Board Secretary