

PINELANDS REGIONAL SCHOOL DISTRICT

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MELISSA MCCOOLEY, Ed.D.
Superintendent

NICHOLAS K. BROWN
Business Administrator/Board Secretary

September 24, 2020

Joanna Bartlett

Via email: opra+request-16737-8b857555@requests.opramachine.com

RE: Open Public Records Act Request

Dear Mrs. Bartlett,

The Pinelands Regional Board of Education and official Records Custodian, Nick Brown received your OPRA request on September 15, 2020. As such, the seven (7) business day deadline to respond to your request is September 24, 2020. This response to your request is being provided to you on the 7th business day after the custodian's receipt of said request.

Your OPRA request sought access to the following:

"All weekly superintendent updates to the school board in any and all forms including emails and media. Please send me these updates from 01/01/2020 thru the most current update."

Your request requires additional time beyond the seven (7) business days to fulfill because I need time to search the Board's files to determine what, if any, governmental records are responsive to your request and subject to disclosure as responsive to the Request. Additionally, records may require a search and possible medium conversion by our IT professionals, and then redactions may need to be made. In addition, due to COVID-19 our staff are working tirelessly to ensure the smooth first couple weeks of school for our students and staff both virtually and in person. This includes our IT professionals responding to any technical issues that arise. OPRA allows custodians to seek extensions of time pursuant to N.J.S.A. 47:1A-5.i. Specifically, OPRA states that, "the requester shall be advised by the custodian when the record can be made available. If the record is not made available by that time, access shall be deemed denied."

Your request requires an extension of time until October 23, 2020.

Thank you for your patience and understanding during this difficult time.

Sincerely,

Nicholas K Brown

Business Administrator and Custodian of Records
Pinelands Regional Board of Education