

PINELANDS REGIONAL SCHOOL DISTRICT

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MELISSA MCCOOLEY, Ed.D.
Superintendent

NICHOLAS K. BROWN
Business Administrator/Board Secretary

December 4, 2020

Joanna Bartlett

Via email: opra+request-18132-226645cf@requests.opramachine.com

Mrs. Bartlett,

I am writing regarding your pending OPRA request. As you are aware, you requested a voluminous amount of records. On November 11, 2020 we informed you that we needed an extension due to the voluminous nature of your request. At that time we also informed you that we may need to assess a special service charge due to the voluminous nature of your request. We have located the documents you are requesting, which equal more than 500 pages. As most of this information contains confidential information, only I can review and redact this information. This is an immense amount of work that requires reviewing the documents for confidentiality and redacting the documents.

OPRA and the New Jersey Government Records Council provides that whenever a records custodian asserts that fulfilling an OPRA records request requires an "extraordinary" expenditure of time and effort, a special service charge may be warranted pursuant to N.J.S.A. 47:1A-5.c. In this regard, OPRA provides: "Whenever the nature, format, manner of collation, or volume of a government record embodied in the form of printed matter to be inspected, examined, or copied pursuant to this section is such that the record cannot be reproduced by ordinary document copying equipment in ordinary business size or involves an extraordinary expenditure of time and effort to accommodate the request, the public agency may charge, in addition to the actual cost of duplicating the record, a special service charge that shall be reasonable and shall be based upon the actual direct cost of providing the copy or copies ..." (Emphasis added.) N.J.S.A.47:1A-5.c.

Pursuant to N.J.S.A. 47:1A:5(b) and N.J.S.A. 47:1A:5(c) and due to the extraordinary amount of time and effort for this task including the estimated cost and time redacting the documents equates to a likely minimum charge of \$365.28. This charge equals an hourly rate of for myself times four (4) hours for me to review the documents and redact for confidentiality. (This rate is equal the hourly rate of the lowest paid person who is qualified to view and redact for confidentiality, which due to the confidential nature of this information, is me).. See N.J.S.A. 47:1A-5(c). Therefore, a deposit in the amount of \$182.64 is required to proceed with your request. Upon receipt of same we will begin compiling the documents you requested.

In addition, if you have specific questions about your request or if you would like to meet and/or discuss this correspondence, please call 609-296-1719 x 1013 to schedule a meeting.

Sincerely,

Nicholas K Brown

Nicholas K. Brown
Board Business Administrator and Custodian of Records
Pinelands Regional Board of Education