



FREEHOLD REGIONAL HIGH SCHOOL DISTRICT

Sean P. Boyce, CPA
Assistant Superintendent for
Business Administration/
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January 28, 2022

EMAIL (opra+request-28884-7b3d18e8@requests.opramachine.com)

Pamela Richmond

Dear Ms. Richmond.

This letter is in response to your OPRA Request dated January 19, 2022. I, as the Records Custodian for the Board, received your OPRA Request on that date as well. The seven-business day deadline to respond to your OPRA Request expires on Friday, January 28, 2022. This response is being provided to you in accordance with that deadline.

OPRA defines a "government record" of a public entity as "any paper, written or printed book, document, drawing, map, plan, photograph, microfilm, data processed or image processed document, information stored or maintained electronically or by sound-recording or in a similar device, or any copy thereof, that has been made, maintained or kept on file in the course of his or its official business ..." N.J.S.A. 47:1A-1.1. Accordingly, the Board is required to produce only those records which it maintains in the official course of business and which are not otherwise exempt from production. Pursuant to the definition of a government record, a public entity is not required by OPRA to research information and/or create records that do not exist in response to OPRA requests. See e.g., Mag Entertainment, LLC v. Division of Alcoholic Beverage Control, 375 N.J. Super. 537 (App. Div. 2005).

Your Requests sought the following:

Please provide me with the contract of the superintendent & salary

Response: The current employment contract for the Board's Superintendent can be found on the Districts website, which is publicly available at: <https://www.frhsd.com/Page/82>.

Also, please provide me with the voting record of the BOE on the above mentioned

Response: The votes on the approval of the Superintendent's current employment contract are reflected in the official minutes of the Board's meeting on January 7, 2021, which are publicly available on the District's website at:

[https://go.boarddocs.com/nj/frhsd/Board.nsf/files/C7FJXY5F3DB7/\\$file/1.7.21%20Reorganization%20Meeting.pdf](https://go.boarddocs.com/nj/frhsd/Board.nsf/files/C7FJXY5F3DB7/$file/1.7.21%20Reorganization%20Meeting.pdf)

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 District 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, or by e-mail at grc@dca.state.nj.us, or at their website at 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, appearing to read 'SB', followed by a horizontal line.

Sean Boyce, CPA
Assistant Superintendent for Business Administration/Board Secretary
Records Custodian