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**VIA FACSIMILE (856) 794-9464 & E-MAIL**

March 25, 2011

Kevin Franchetta, School Business Administrator  
Vineland Public Schools  
625 Plum Street  
Vineland, New Jersey 08360

**Re: OPRA Request**

Dear Mr. Franchetta:

The ACLU of New Jersey is currently researching the use of internet filters in public schools and is seeking information about the use of such by the Vineland school district.

Please accept this request for information pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq., and the common law right of citizens of the state to obtain access to public documents. South Jersey Publishing Co. v. New Jersey Expressway Auth., 124 N.J. 478, 487-89 (1991). Please note that this letter contains the statutory requirements for a written OPRA request and I am not required to fill out an official form. Tina Renna v. County of Union, 407 N.J. Super.230 (App. Div. 2009).

Please provide copies of the following public records:

- (1) contracts and agreements, including service and maintenance agreements, with any internet filtering software provider(s);
- (2) if not indicated in documents responsive to the request above, documents reflecting the company name(s), software name(s) and version(s) and/or edition(s) of the filtering software installed on computers used by students and faculty;
- (3) policies pertaining to the use of the filtering software identified above, including those reflecting the websites, subject matter(s) and/or content to be blocked by the filtering software identified above;
- (4) documents reflecting the websites, subject matter(s) and/or content blocked by the filtering software identified above at any point during the 2010-11 school year;
- (5) documents reflecting whether the filtering software has been modified from its default configuration and what those modifications are;

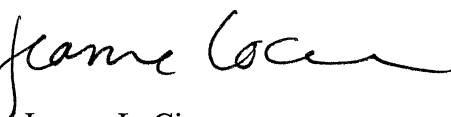
- (6) documents reflecting who made the decision to filter content related to gay, lesbian, bisexual or transgender interests, when the decision was made, and/or communications concerning that decision;
- (7) communications with the vendor of the filtering software that mentions the filters related to "GLBT" or "LGBT" or gay, lesbian, bisexual or transgender interests;
- (8) communications with the vendor of the filtering concerning which categories of websites had been (or would be) blocked;
- (9) documents reflecting requests by students, teachers, staff, administrators, or anyone else to block or unblock specific websites and the resolution of such requests;

If you determine that any portion of the requested materials are exempt from release, we request that you redact the portion that you believe exempt and provide us with copies of the remaining, non-exempt portions. Also, if any or part of this request is denied, please send us a letter describing the material and listing the specific exemption(s) on which you rely.

If the cost of copies for this request does not exceed \$25, proceed without further approval and send me an invoice with the records. Otherwise, please advise me of the costs before filling the request so that we can discuss arrangements.

Please feel free to contact me at 973-854-1715 or [jlocicero@aclu-nj.org](mailto:jlocicero@aclu-nj.org) if you have any questions or if my request require further explanation. Thank you for your attention to this matter and for your assistance.

Sincerely,



Jeanne LoCicero  
Deputy Legal Director