



# **Wallington Public Schools**

# **RESTART & RECOVERY PLAN**

**A plan to bring back students and staff of Wallington Public Schools  
effectively and safely**

**Dr. James J. Albro**  
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*(Revised 12/7/2020)*

# **TABLE OF CONTENTS**

<b>Foreword</b>	<b>3</b>
<b>Conditions for Learning - Critical Areas of Operations</b>	<b>4</b>
<b>Restart Committees</b>	<b>4-8</b>
<b>Pandemic Response Teams</b>	<b>9-11</b>
<b>Restarting Our Schools - A Phased Program</b>	<b>12-14</b>
<b>WPS Reduced Capacity A/B/C Hybrid Schedule</b>	<b>15-16</b>
<b>Jefferson School Annex Phase I Schedule</b>	<b>17</b>
<b>FW Gavlak School Phase I Schedule</b>	<b>18</b>
<b>Wallington Jr/Sr High School Phase I Schedule</b>	<b>19</b>
<b>General Considerations</b>	<b>20</b>

# FOREWORD

Dr. James J. Albro - Superintendent of Schools

On March 16, 2020, Executive Order 104 was issued by Governor Murphy and all in-person instruction in NJ Public Schools was ordered to cease. This order was issued in an effort to protect NJ residents from the spread of COVID-19, and the impact to our public education system was unprecedented. Educators transitioned to conduct the business of teaching and learning as entirely remote and virtual practices, while families created new worlds of education for their children in their homes.

On June 26, 2020 the NJ Department of Education released ["The Road Back: Restart and Recovery Plan for Education"](#) to the public. The document put forward the Governor's decision that schools would reopen to accommodate in-person instruction in some capacity beginning September of 2020. The guidance in the document offers "Anticipated Minimum Standards" with which all districts must comply in order to open schools in September, 2020, and articulates the expectation that districts will develop, in collaboration with community stakeholders, a plan to reopen schools that best fits their local needs and capacities.

This document is but a small section of the overall Restart and Recovery Plan, but it reflects the work and considerations of many stakeholders in our district. I hope that this document will assist parents and families to prepare for September - knowing the educational plan and school schedules that will impact their child's learning.

With respect to the restart of NJ public schools, there can be no "One size fits all". As information and guidelines seem to be changing almost daily, I am sure that there will need to be edits and amendments to our plan as we move forward. The Board of Education and I will endeavor to keep everyone informed of any changes moving forward. It is my hope that this document will allow us to phase in our restart program in a way that best meets the needs of our district, and respects the most important objective of all: The health and safety of our students and staff.

Sincerely,

Dr. James J. Albro  
Superintendent of Schools

# RESTART COMMITTEES

As part of the guidance the Wallington Public Schools has received for the reopening of schools in September of 2020, a Restart Committee was required to have been formed.

Here in Wallington, we elected to create building-based Restart Committees that could attend to the many unique needs and concerns that our three school buildings have in ensuring the health and safety of all students and staff. Each committee consisted of: Administrators, school board members, local education association representatives, educators, parents, and students (where appropriate). The bulk of the work for our building-based Restart Committees was to focus primarily on the plan for the start of the school year - specifically the scheduling of students and staff and how the various school schedules would incorporate and address the **Critical Areas of Operation** outlined on pages 9-10 in [“The Road Back”](#).

1. **General Health and Safety Guidelines** – In all stages and phases of pandemic response and recovery, schools must comply with Center for Disease Control (CDC), state, and local guidelines. Schools must also provide reasonable accommodations for staff and students at higher risk for severe illness and promote behaviors that reduce spread, such as social distancing, frequent hand washing, and the use of face coverings.

2. **Classrooms, Testing, and Therapy Rooms** – Schools and districts must allow for social distancing to the maximum extent possible. When social distancing is difficult or impossible, face coverings are required, and face coverings are always required for visitors and staff unless it will inhibit the individual’s health. School districts must also minimize use of shared objects, ensure indoor facilities have adequate ventilation, prepare and maintain hand sanitizing stations, and ensure students wash hands frequently.

3. **Transportation** – School districts should maintain social distancing practices on buses to the maximum extent practicable and adopt best practices for cleaning and disinfecting all vehicles used for transporting students. If maintaining social distancing is not possible, all students who are able must wear face coverings while on busses.

**4. Student Flow, Entry, Exit, and Common Areas** – School district reopening plans should establish the process and location for student and staff health screenings. This should include providing physical guides, such as tape on floors or sidewalks and signs on walls, to help ensure that staff and students remain at least six feet apart. When it is not possible to maintain physical distancing, schools must require the use of face coverings.

**5. Screening, PPE, and Response to Students and Staff Presenting Symptoms** – School districts must adopt a policy for safely and respectfully screening students and employees for symptoms of and history of exposure to COVID-19. Students and staff with symptoms related to COVID-19 must be safely and respectfully isolated from others. If a school district becomes aware that an individual who has spent time in a district facility tests positive for COVID-19, district officials must immediately notify local health officials, staff, and families of a confirmed case while maintaining confidentiality.

**6. Contact Tracing** – Contact tracing is the process used to identify those who have come into contact with people who have tested positive for many contagious diseases, including COVID-19. It is a long-standing practice and is an integral function of local health departments. All school district administrators, school safety specialists, counselors, and any other staff deemed appropriate by the school district, should be provided with information regarding the role of contact tracing in keeping school communities safe from the spread of contagious disease. School districts should collaborate with the local health department and engage their school nurses to develop contact tracing policies and procedures, as well as educate the broader school community on the importance of contact tracing.

**7. Facilities Cleaning Practices** – School districts must continue to adhere to existing required facilities cleaning practices and procedures, and any new specific requirements of the local health department as they arise. School districts must also develop a schedule for increased routine cleaning and disinfecting, especially of frequently touched surfaces and objects, and 9 | New Jersey Department of Education [nj.gov/education](https://www.nj.gov/education) sanitizes bathrooms daily and between use as much as possible.

**8. Meals** – If cafeterias or other group dining areas are in use, school districts must stagger eating times to allow for social distancing and disinfecting of the area between groups. Additionally, districts must discontinue family-style, self-service, and buffet-style dining and maintain social distancing. Cafeteria staff must wash their

hands immediately after removing gloves and after directly handling used food service items.

9. **Recess/Physical Education** – School districts must complete an inventory of outdoor spaces and mark off areas to ensure separation between students. Recess must be staggered by groups and staff must disinfect playground equipment and other shared equipment between uses. School districts should also consider closing locker rooms and encouraging students to wear comfortable clothing and safe footwear to school so they can participate in physical education classes without needing to change.

10. **Extracurricular Activities and Use of Facilities Outside of School Hours** – All extracurricular activities must comply with applicable social distancing requirements and hygiene protocol. External community organizations that use school facilities must follow district guidance on health and safety protocols.

## **Restart Committee Membership**

### **Jefferson School Annex**

Dr. Yvette Lozanski	Administrator
Ms. Barbara Sondej	Administrator
Ms. Maria Concha	Counselor
Ms. Stacy Geltrude	Nurse
Ms. Sherri Sutera	Teacher
Ms. Sophia Schneiderman	Teacher
Mrs. Tracy Kassteen	BOE Representative
Mrs. Erin Shemeley	LEA Representative
Ms. Christina Latino	Parent
Ms. Jessica Sobolewski	Parent

**Frank W. Gavlak School**

Ms. Nancy Giambrone	Administrator
Ms. Barbara Sondej	Administrator
Ms. Brittany Parsons	Teacher
Ms. Jessica Cruz	Teacher
Mr. Ted Gaydos	Teacher
Mr. Jason Pierce	Teacher
Mr. Ed Rendzio	Teacher
Ms. Rosaline Rempel	Teacher
Mr. Robert Bell	Teacher
Ms. Christine Ventre	Teacher
Ms. Amy Heuer	Nurse
Mr. Tom Brynczka	BOE Representative
Ms. Johanna Rugel	Parent
Mrs. Susanne Preinfalk	Parent/PTA President
Dr. Sreevinas Reddy	Parent
Dr. Jennet Reddy	Parent
Mrs. Nicole Alessio	LEA Representative

**Wallington Jr/Sr High School**

Mr. Mike Fromfield	Administrator
Ms. Barbara Sondej	Administrator

<b>Mr. Dany Estupinan</b>	<b>Administrator</b>
<b>Mrs. MJ Machtemes</b>	<b>Supervisor</b>
<b>Ms. Danielle Rood</b>	<b>Teacher</b>
<b>Mr. Charles Vellis</b>	<b>Teacher</b>
<b>Mr. Alex Barchi</b>	<b>Teacher</b>
<b>Ms. Christie Fusaro</b>	<b>Secretary</b>
<b>Mrs. Kristen Comer</b>	<b>Teacher</b>
<b>Mrs. Olga Garey</b>	<b>Teacher</b>
<b>Mr. Michael Siciliano</b>	<b>Teacher</b>
<b>Ms. Liz Wdowiak</b>	<b>Teacher</b>
<b>Mrs. Danielle Kanouse</b>	<b>Teacher</b>
<b>Mrs. Sara Ray</b>	<b>Secretary</b>
<b>Mrs. Theodora Calabrese</b>	<b>BOE Representative</b>
<b>Mrs. Jody Zielonka</b>	<b>Parent</b>
<b>Mrs. Jennifer Gruenwald</b>	<b>Parent</b>
<b>Mrs. Holly Perry</b>	<b>Parent</b>
<b>Mrs. Susanne Preinfalk</b>	<b>Parent</b>
<b>Mr. Michael Felten</b>	<b>Parent</b>
<b>Ms. Emily Felten</b>	<b>Student</b>
<b>Mr. Amr Mahmoud</b>	<b>Student</b>
<b>Ms. Marta Rzeszutko</b>	<b>Student</b>
<b>Ms. Vivien Juhasz</b>	<b>Student</b>
<b>Officer Mark Lepinski</b>	<b>SLEO</b>
<b>Mr. John Slanina</b>	<b>LEA Representative</b>



# PANDEMIC RESPONSE TEAMS

As part of the guidance the Wallington Public Schools has received for the reopening of schools in September of 2020, Pandemic Response Teams were required to have been formed. We have listed in this document our teams at this point, but we expect to add members prior to the start of school.

A Pandemic Response Team has been established in each of our school buildings and will continue to operate through the summer months and throughout the school year as well. The goal of these committees is to “centralize, expedite, and implement COVID-19-related decision-making.” The Pandemic Response Team reports to building and district level administration to ensure that actions across the district are coordinated in the best interests of health and safety. Like the Restart Committees, each Pandemic Response Team is made up of a cross section of: Administrators, teachers and staff, and parents. The Pandemic Response Teams work closely with health departments, and others in municipal and county government to monitor all school and district plans during the pandemic.

## Pandemic Response Teams

### **Jefferson School Annex**

Dr. Yvette Lozanski	Administrator
Ms. Barbara Sondej	Administrator
Ms. Maria Concha	Counselor
Ms. Stacy Geltrude	Nurse
Ms. Sherri Sutera	Teacher

<b>Ms. Sophia Schneiderman</b>	<b>Teacher</b>
<b>Ms. Lisa Szamborski</b>	<b>Teacher</b>
<b>Mr. Dominic DiBernardo</b>	<b>Custodian</b>
<b>Mrs. Dina Mohamed</b>	<b>CST</b>
<b>Mrs. Tracy Kassteen</b>	<b>BOE Representative</b>
<b>Mrs. Erin Shemeley</b>	<b>LEA Representative</b>
<b>Ms. Christina Latino</b>	<b>Parent</b>
<b>Ms. Jessica Sobolewski</b>	<b>Parent</b>

**Frank W. Gavlak School**

<b>Ms. Nancy Giambrone</b>	<b>Administrator</b>
<b>Ms. Barbara Sondej</b>	<b>Administrator</b>
<b>Mr. Andrew Luciano</b>	<b>Teacher</b>
<b>Ms. Patricja Sondej</b>	<b>Teacher</b>
<b>Mr. Ted Gaydos</b>	<b>Teacher</b>
<b>Ms. Kristen Grycuk</b>	<b>Teacher</b>
<b>Mr. Ed Rendzio</b>	<b>Teacher</b>
<b>Ms. Christen Downes</b>	<b>Teacher</b>
<b>Mr. Robert Bell</b>	<b>Teacher</b>
<b>Ms. Natalie Radan</b>	<b>Guidance</b>
<b>Ms. Krystyna Bijak</b>	<b>CST</b>
<b>Mrs. Nicole Alessio</b>	<b>Teacher</b>
<b>Mrs. Christina Ventre</b>	<b>LEA Representative</b>

<b>Ms. Amy Heuer</b>	<b>Nurse</b>
<b>Ms. Johanna Rugel</b>	<b>Parent</b>
<b>Mr. Kas Sondej</b>	<b>Custodian</b>

### **Wallington Jr/Sr High School**

<b>Mr. Mike Fromfield</b>	<b>Administrator</b>
<b>Ms. Barbara Sondej</b>	<b>Administrator</b>
<b>Mrs. MJ Machtemes</b>	<b>Guidance</b>
<b>Ms. Danielle Rood</b>	<b>Teacher</b>
<b>Mr. Charles Vellis</b>	<b>Teacher</b>
<b>Ms. Christie Fusaro</b>	<b>Secretary</b>
<b>Mrs. Kristen Comer</b>	<b>Teacher</b>
<b>Mrs. Olga Garey</b>	<b>Teacher</b>
<b>Mr. John Slanina</b>	<b>Teacher</b>
<b>Ms. Liz Wdowiak</b>	<b>Teacher</b>
<b>Mrs. Danielle Kanouse</b>	<b>Teacher</b>
<b>Mrs. Sara Ray</b>	<b>Secretary</b>
<b>Ms. Sara Schneider</b>	<b>CST</b>
<b>Mrs. Theodora Calabrese</b>	<b>BOE Representative</b>
<b>Mr. Michael Felten</b>	<b>Parent</b>
<b>Ms. Emily Felten</b>	<b>Student</b>
<b>Ms. Vivien Juhasz</b>	<b>Student</b>

Ms. Marta Rzeszutko	Student
Officer Mark Lepinski	SLEO/OEM
Mr. Donald Hard	LEA Representative

# RESTARTING OUR SCHOOLS: A PHASED PROGRAM

In the interests of safety of students and staff, and respecting the fact that information and directives related to the COVID-19 Pandemic is ever-changing, the district will employ a phase in/out program to restart our schools. The phase-in/out program will allow for flexibility in scheduling, structure for online and in-person instruction, and a pragmatic/time sensitive reassessment of our district schedule based on guidance received from the CDC, local health organizations, NJDOE, the State of NJ, and the Federal Government.

It is an important component of this plan to continue both in-person and virtual learning, as districts must be prepared to move from in-person learning to virtual at any time and without notice.

The school year will open for all students on September 10, 2020. **Students will engage in virtual learning only beginning September 10, 2020.**

**Phase 0**  
**First Day of School through October 9, 2020**

**Recommendations:**

- **All students will engage in virtual instruction**
- **Teachers will instruct the full class in a variety of virtual platforms**



## **Phase 1**

**October 13, 2020 through March 5, 2021**

### **Recommendations:**

- **All schools at 50 % Reduced Capacity for in person instruction**
- **A/B Schedule on single session days**
- **Students in Group A attend in-person Monday and Tuesday**
- **Students in Group B attend in-person Thursday and Friday**
- **Students in Group C attend virtually only Monday through Friday**
- **Students in grades PK-6 with disabilities and Level 1 ELL have the option to participate in each cohort.**
- **All students attend virtually Wednesday**



## **Phase 2**

**March 8, 2021 through April 30, 2021**

### **Recommendations:**

- **Reassess schedule and make necessary modifications - including remaining in phase 1**
- **Continue at 50% Capacity**
- **Increase In Person Instruction to full days if data supports**
- **Increase In Person instruction by eliminating Wednesday virtual day if data supports**
- **Continue with phase 2 of A/B Schedule**
- **Students in Group A attend in-person Monday and Tuesday**
- **Students in Group B attend in-person Thursday and Friday**
- **Students in Group C attend virtually only Monday through Friday**



**Phase 3**

**May 3, 2021 through June 22, 2021**

**Recommendations:**

- **Reassess schedule and make necessary modifications including remaining in phase 1 or 2**
- **If advisable, increase student capacity up to 100%**
- **If advisable, increase in person instruction to 5 days each week**
- **Continue with phase 3 Full Schedule**
- **Maintain and reassess as needed or minimally every 30 days**

# WALLINGTON PUBLIC SCHOOLS:

## Reduced Capacity A/B/C Hybrid Schedule

### Reduced Capacity A/B/C Hybrid Schedule

School Day	Group A Students	Group B Students	Group C Students
Monday	Group A in-person	Group B virtual	Virtual Instruction
Tuesday	Group A in-person	Group B virtual	Virtual Instruction
Wednesday	Group A virtual	Group B virtual	Virtual Instruction
Thursday	Group A virtual	Group B in-person	Virtual Instruction
Friday	Group A virtual	Group B in-person	Virtual Instruction

### Reduced Capacity A/B/C Hybrid Schedule Detail:

1. Schools will operate on the Single Session Day schedule.
2. The students at each school are divided into three groups (Groups A/B will be divided for hybrid instruction and Group C for virtual instruction only)..
3. Students and staff work in a *blended classroom* that combines virtual and in-person learning for groups A and B, while C works virtually.
4. PK-6 students with disabilities and those who are Level I ELL students have the accomodation to work in all groups.
5. Students in groups A and B work on consecutive days for in-person or virtual learning, with one day in-between for all virtual learning activities. Typical schedules for each school are listed later in this document.
6. 50% reduced capacity will allow for social distancing in most classrooms, hallways, and common spaces.
7. Reducing capacity and length of the school day decreases the amount of physical contact time students and staff will have with each other while in the building.
8. Keeping students largely in cohorts limits the mixing of students.

9. Students who participate in the Virtual Only program will remain in that program until the beginning of the next phase, so as to minimize the mixing of students in different cohorts.
10. The mid-week virtual day allows ALL students to meet virtually with their teacher as a full class. Teachers can calibrate with all of their students at the same time and in one class to ensure continuity among the three cohorts and to provide resources, direction, etc.
11. The mid-week virtual day significantly decreases the number of people in our buildings so that we can attend to maintenance items in preparation for the new cohort that will come into our schools the second half of the week.
12. Single session days allow for common planning time for teachers and to coordinate virtual and in-person instruction and meetings for students.
13. All subjects, areas of instruction, and/or therapies may be adapted for fully remote, hybrid, or in person instruction during each phase of restart.
14. Lunch can be provided on a “grab and go” basis at the end of the single session day.



# JEFFERSON SCHOOL ANNEX

## Phase I Schedule

### Jefferson School Annex Schedule Detail

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:40 A.M. – 8:50 A.M.	Homeroom	Homeroom	Homeroom	Homeroom	Homeroom
8:50 A.M. – 9:23 A.M.	Period 1	Period 1	Period 1	Period 1	Period 1
9:23 A.M. – 9:56 A.M.	Period 2	Period 2	Period 2	Period 2	Period 2
9:56 A.M. – 10:29 A.M.	Period 3	Period 3	Period 3	Period 3	Period 3
10:29 A.M. –11:02 A.M.	Period 4	Period 4	Period 4	Period 4	Period 4
11:02 A.M.-11:16 A.M.	SEL	SEL	SEL	SEL	SEL
11:16 A.M. –11:49 A.M.	Period 5	Period 5	Period 5	Period 5	Period 5
11:49 A.M. –12:22 P.M.	Period 6	Period 6	Period 6	Period 6	Period 6
12:22 P.M. -12:55 P.M.	Period 7	Period 7	Period 7	Period 7	Period 7

Student Arrival/Dismissal: Grade 2 & 3: 8:25 A.M./12:55 P.M.

Grade 1: 8:30 A.M./12:45 P.M.

PK and K: 8:45 A.M./12:45 P.M.

# Frank W. Gavlak School

## Phase I Schedule

### Frank W. Gavlak School Schedule Detail

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:40 A.M. – 8:50 A.M.	Homeroom	Homeroom	Homeroom	Homeroom	Homeroom
8:50 A.M. – 9:23 A.M.	Period 1	Period 1	Period 1	Period 1	Period 1
9:23 A.M. – 9:56 A.M.	Period 2	Period 2	Period 2	Period 2	Period 2
9:56 A.M. – 10:29 A.M.	Period 3	Period 3	Period 3	Period 3	Period 3
10:29 A.M. –11:02 A.M.	Period 4	Period 4	Period 4	Period 4	Period 4
11:02 A.M.-11:16 A.M.	SEL	SEL	SEL	SEL	SEL
11:16 A.M. –11:49 A.M.	Period 5	Period 5	Period 5	Period 5	Period 5
11:49 A.M. –12:22 P.M.	Period 6	Period 6	Period 6	Period 6	Period 6
12:22 P.M. -12:55 P.M.	Period 7	Period 7	Period 7	Period 7	Period 7

Student Arrival/Dismissal:

Grade 1 - 3: 8:15 A.M./12:40 P.M.

Grade 5: 8:25 A.M./12:50 P.M.

Grade 4: 8:20 A.M./12:45 P.M.

Grade 6: 8:30 A.M./12:55 P.M.

# WALLINGTON JR/SR HIGH SCHOOL

## Phase I Schedule

### Wallington Jr/Sr High School Schedule Detail

Monday	Tuesday	Wednesday	Thursday	Friday
Homeroom 8:22 A.M. – 8:34 A.M.	Homeroom 8:22 A.M. – 8:34 A.M.	Homeroom 8:22 A.M. – 8:34 A.M.	Homeroom 8:22 A.M. – 8:34 A.M.	Homeroom 8:22 A.M. – 8:34 A.M.
Period 1 8:38 A.M. – 9:47 A.M.	Period 2 8:38 A.M. – 9:47 A.M.	Period 1 8:38 A.M. – 9:11 A.M.	Period 1 8:38 A.M. – 9:47 A.M.	Period 2 8:38 A.M. – 9:47 A.M.
Period 3 9:50 A.M. – 10:59 A.M.	Period 4 9:50 A.M. – 10:59 A.M.	Period 2 9:14 A.M. – 9:47 A.M.	Period 3 9:50 A.M. – 10:59 A.M.	Period 4 9:50 A.M. – 10:59 A.M.
Period 5/6 11:02 A.M. – 11:35 A.M.	Period 5/6 11:02 A.M. – 11:35 A.M.	Period 3 9:50 A.M. – 10:23 A.M.	Period 5/6 11:02 A.M. – 11:35 A.M.	Period 5/6 11:02 A.M. – 11:35 A.M.
Period 7 11:38 A.M. – 12:47 P.M.	Period 8 11:38 A.M. – 12:47 P.M.	Period 4 10:26 A.M. – 10:59 P.M.	Period 7 11:38 A.M. – 12:47 P.M.	Period 8 11:38 A.M. – 12:47 P.M.
		Period 5/6 11:02 A.M. – 11:35 A.M.		
		Period 7 11:38 A.M. – 12:11 P.M.		
		Period 8 12:14 P.M. – 12:47 P.M.		

Student Arrival: Grades 7-9: 8:05 A.M. – 8:13 A.M., Grades 10-12: 8:13 A.M. – 8:22 A.M

Student Dismissal: Floor 1: 12:45 P.M., Floor 2: 12:46 P.M., Floor 3: 12:47 P.M.

# GENERAL CONSIDERATIONS

1. Please note that this document is only a part of the larger plan, “Restart and Recovery Plan to Reopen Schools”, which has been submitted for approval to the State Department of Education.
2. Principals will share this information with parents and staff, and will also detail specific requests and requirements for their school.
3. Additional information will be provided to parents and staff by building principals and central administration in the coming days/weeks.
4. These plans have been composed based on the guidance available in “The Road Back”, and after consultation with a number of stakeholders in our district..
5. Because the decision to open or close schools due to Covid-19 lies solely with the Governor’s Executive Orders, plans could be changed at any time and with little or no notice.
6. More detailed information for the school day - including meals, entry/exit points, screening procedures, etc - will come from the Principals of each building under separate heading.
7. Principals will notify parents of student schedules by mid-August, and will also detail procedures for parents to request remote/virtual only instruction.
8. There will surely be questions about the plan, as well as particular details that parents and staff would like more information about. Please reach out to the building principals first with any questions:

Dr. Yvette Lozanski, Principal - Jefferson School Annex - [lozanski@wboe.org](mailto:lozanski@wboe.org)

Ms. Nancy Giambrone, Principal - F.W. Gavlak School - [giambrone@wboe.org](mailto:giambrone@wboe.org)

Mr. Fred “Mike” Fromfield, Principal - Wallington Jr/Sr High School - [fromfield@wboe.org](mailto:fromfield@wboe.org)