



Bellbrook Music Boosters

07May2020

7:00 pm

Zoom Video Call, #913 156 9591

Meeting Recorded in its Entirety

General Membership Meeting

Call to Order: 7:05 pm

Roll Call: *Appendix A*

Welcome/Introduction of Special Guests

Approval of Attestation to Executive Board Action 06Apr2020-For information only: *Appendix B*

Old Business: Updates/Informational Items

- **Mehaffies pie sales**
 - The spring 2020 sale was cancelled due to Covid-19. The sale has not been rescheduled at this time.
- **Euchre tournament**
 - The Euchre tournament was rescheduled from 11Apr2020 to 27June2020. However, large gatherings will not be permitted by the new tournament date, so it has been cancelled.
 - Kevin Hobbs is working on issuing refunds to everyone who had already purchased tickets for the event.
 - Jen Volmer will cancel the venue this week.

New Business

- **Election of Trustees—**
 - There are three nominees to choose from:
 - Paula Kreitzer
 - Kristin Selvaraj

□ Amy Theodor

- Each nominee has verbalized their willingness to participate as Trustees in the Bellbrook Music Boosters and understands what the roles entail.
- Melanie Glover, BMB President, directed the General Membership to vote for two (2) Trustees at this time via the Survey Monkey in the provided link.

- **Treasurer's report (Kevin Hobbs)**

- 1) Review of finances**

- *Appendix C*

- 2) Confirmation of Treasury Committee**

- Depositor-Al Astroski
 - Check Writer-Sheena Swihart
 - Scrip Chairperson-Tracey Waller

- 3) Assignment of Audit Committee and Determination of Audit Algorithm**

- Per the Policies & Procedures of the Bellbrook Music Boosters, the audit committee is to be comprised of the Finance Trustee, the Vice President or Secretary, and an at large member.
 - Al Astroski, Finance Trustee, is *excluded* due to a conflict of interest; he is part of the Treasury Committee as the Depositor.
 - Kevin Hobbs *is* able to be on the audit committee this year since he was not the treasurer for the records that are to be audited.
 - An at-large member of the Bellbrook Music Boosters is needed to complete the audit.
 - Kevin Hobbs tasked with scheduling the Audit as soon as possible. He will also create an algorithm for this year's audit committee to follow.

- 4) General Membership Question regarding BMB Finances**

- Chris Metzler asked if there are any upcoming, large expenditures that the BMB have. Andy Soloman commented that since we are not aware of the BSS District's financial contributions to the Music Program at this time, we should start a conversation about uniforms and transportation.

Additionally, Barb Siler commented that new uniforms should be the BMB #1 priority, as far as large expenditures, moving forward. She stated that some items can be reused, but the bibs are 15+ years old.

- President Melanie Glover states that an agenda item for the next Executive Board Meeting will be to outline our strategic reserves. No one in opposition.

- **Board of Trustees' (BOT) Report (Larissa Scott)**

- Appendix D-Board of Trustee Meeting Minutes
- Larissa Scott, Board of Trustees Chair, reviewed the minutes from the BOT meeting on 28Apr2020.
- The updated Policies & Procedures will be updated on BellbrookMusic.org by Danielle Woeste, Vice President Officer.
- Larissa Scott discussed that Event Reporting, via the Event Reporting Template in the P&P, will begin with all events from this moment in time. It is crucial that event/fundraiser chairpersons complete these worksheets, so the BMB has historical data to pull information from.
- An amended copy of the P&P will be presented by Larissa Scott, BOT Chairperson, at the next General Membership Meeting where it will be voted on for approval.

- **Officers Report (Melanie Glover)**

- 1) By-Laws**

- Heather Newell, Secretary Officer, has completed a comprehensive review of the BMB By-Laws and proposed amendments to be made.
 - An amended copy of the By-Laws will be presented by Heather Newell at the next General Membership Meeting where it will be voted on for approval.

- 2) Berns Spring Flower Sale**

- Multiple versions of the Annual Berns Spring Flower Sale were envisioned, but the BMB were not given permission to proceed with the sale.
 - As President of the BMB, Melanie Glover drafted a letter to Dr. Cozad and Mr. Hann asking for advisement with future

fundraisers. This letter was prompted by the BMB General Membership, as well as public, voicing concerns of discriminatory practices against the BMB by the BSS District. The letter (*Appendix E*) was approved by the Executive Board and sent. Melanie will provide responses received from the District to the BMB Executive Board, and then to the General Membership.

- **Director's Report (Andy Soloman, Barb Siler)**

- *Appendix F*

- Barb Siler verbalized her congratulations to the students and their parents for all of this year's accomplishments that were celebrated at the BHS Band Awards on 05May2020.
 - Andy Soloman and Barb Siler will be sending detailed emails to the students with directions for: retrieving items in band lockers, turning in instruments if the student is graduating/no longer going to be in band, and turning in the original orchestra books for "Peter Pan".
 - Picking up Marching Band Instruments and Color Guard equipment will be in conjunction with the BSS District locker clean out days.
 - The Ice Breaker will be held on 13May2020 at 7:00 pm. There will be a Scavenger Hunt preceding the Ice Breaker at 6:00 pm. This year all 8th grade families will be invited.
 - The \$115 Marching Band Commitment Fee will be *refundable* this year in the event that there is no marching band season.
 - Andy Soloman informed the General Membership that Marching Band fees will be increasing by \$50 since in the BSS District Phase III reductions, \$50 from all music programs was diverted to the general fund. The Marching Band Fee will now be \$745.
 - Currently, the Directors and all Staff are preparing for the marching season ahead, that will include performing at BHS football games. They have not received any guidance from the State, MSBA, BOA, or BSS District about any changes or cancellations at this time.
 - Leadership and Drum Major auditions are occurring now and next week.
 - Students will need an electronic device where they can receive practice assignments/homework over the summer.

- Andy Soloman discussed the importance of signing up for “Remind” text messaging. He will discuss this further at the Ice Breaker.
- Virtual IPE Awards are 14May2020 at 7:00 pm via Google Meet. A link will be sent prior to the event via Charms and Facebook.
- The Disney Trip has not been cancelled. We have until 60 days prior to cancel in order to receive a full refund, less 3% credit card transaction fees.

- **Administrators’ Report**

- BHS Vice Principal, Todd Whalen, spoke on behalf of the BSS District Administration. He stated that Scrip Fundraising can be done at the discretion of the BMB as long as it is not on school property.

- **Announcement of new Trustees (Kevin Hobbs)**

- The result of the Trustee election is as follows:
 - Paula Kreitzer
 - Amy Theodor
- Melanie Glover, President, instructed the two new Trustees to contact Larissa Scott, Trustee Chairperson, so that roles can be decided upon.

- **Scrip Succession Planning**

- The current Scrip Chairperson is Tracey Waller. As she plays a large role in the BMB’s fundraising efforts, we should begin discussing her successor. There is currently a Scrip Committee that sells Scrip cards every Thursday at BHS. Someone from that committee might be willing to step up into this role.

- **Fundraising during Covid-19**

- 1) **Alternative to traditional Berns flower sale (Heather Newell)**

- The BMB will be selling Berns Garden Center Gift Cards online (website created by Kevin Hobbs) from 09May2020-29May2020. Gift

cards are in \$25 denominations and can be used at either Berns location (Middletown and Beavercreek).

- Profit from the gift card sale is \$5 per card.
- Kevin Hobbs will donate envelopes and postage for customers preferring that their gift cards be mailed. Heather (and Kevin) will deliver gift cards when requested.
- Fall and Winter plant sales are still fundraising possibilities for this calendar year. The BMB would like collaborate with the Choir on an even larger Mum sale that would benefit all of the music programs.
- Other groups in the community, like the Boy Scouts, need to be considered when planning future fundraisers.
- Melanie Glover states that the discussion of potential fall and winter fundraisers will remain on the rolling agenda until they have Chairpersons.

- **Scrip, Amazon Smile, Kroger (Andy Soloman)**

- Andy Soloman discussed passive fundraising by enrolling parents, friends, and relatives in Amazon Smile and Kroger Rewards to benefit the BMB. Along with Scrip, Andy, broached the idea of creating “sign up drives” to boost participation. For example, if a parent were to sign up and send the BMB a screenshot, they would be entered to win a gift card.
- Rod Silva will begin work on “sign up drives” for Scrip, Kroger, and Amazon Smile.

- **Open Floor**

- 1) Chris Metzler commented that in the past, car washes have been successful fundraisers for the BMB. This will be further discussed at the next Executive Board meeting now that the warm weather is upon us.
- 2) Al Astroski states that due to the Conflict of Interest that is currently present, he can no longer simultaneously fill the roles of Finance Trustee and Depositor. Al resigned as Depositor.

- Dawn Metzler volunteered to be the new Depositor. The General Membership verbalized agreement.
 - Tessa Blachly-Flanagan volunteered to work with Dawn (as part of the buddy system) to ensure the safety of the Depositor.
- 3) Becky Hobbs, Food Committee Chairperson, would like to give the Bird Feeder a deep cleaning and restock paper goods, etc. Brett Woeste, Pit Dad/Logistics states that as long as social distance is kept, Becky is allowed to gain entrance to the Bird Feeder.
- 4) Brett inquiring about banners that should have previously been put onto Big Bird. Melanie Glover will outreach to past President, Heather Blakely, for further information.

Next meeting date/time/location will be sent by email

Adjourn: 8:41 pm

Al Astroski, 1st motion, Phoebe Dickman, 2nd

APPENDIX A

Roll Call, 07May2020:

- ❖ Melanie Glover
- ❖ Danielle Woeste
- ❖ Heather Newell
- ❖ Kevin Hobbs
- ❖ Larissa Scott
- ❖ Rodney Silva
- ❖ Phoebe Dickman
- ❖ Paula Kreitzer
- ❖ Amy Theodor
- ❖ Al Astroski
- ❖ Jen Volmer
- ❖ Andy Soloman
- ❖ Barb Siler
- ❖ Todd Whalen
- ❖ Paavo Volmer
- ❖ Jon Selvaraj
- ❖ Kristin Selvaraj
- ❖ Brett Woeste
- ❖ Chris Metzler
- ❖ Dawn Metzler
- ❖ LaMark Sanders-Johnson
- ❖ Tessa Blachly-Flanagan
- ❖ Laurie Gentile
- ❖ Mary Mancuso

APPENDIX B

Attestation to Executive Board Action 06Apr2020:

On 09Mar2020 Ohio Governor Mike DeWine took a number of actions in response to the coronavirus (COVID-19). He signed [Executive Order 2020-01D](#), declaring a state of emergency in Ohio to protect the well-being of Ohioans from the dangerous effects of COVID-19. In accordance to the emergency order, the Bellbrook Music Boosters did not congregate for their scheduled meetings of the Executive Board and General Membership on 06 April2020.

Election of the next panel of officers as dictated by the Bellbrook Music Boosters' governing documents was affirmed by then President Heather Blakely to be the most pressing matter of business, therefore, the President arranged an online vote. The president asked of each Trustee their consent to vote online, and the majority approved. The consents are archived in the President's email bhsbandpres@gmail.com.

Each Trustee was assigned a number (Trustee 1-7) by the President and an electronic ballot formatted in Excel was sent individually to each Trustee on 06Apr2020. The votes were blinded to the General Membership and the Board of Trustees; however, the votes were not blinded to the President who gathered and tallied the votes. The vote of each Trustee is archived in the President's email bhsbandpres@gmail.com. The offices of President, Vice President, and Secretary were uncontested and unanimously confirmed by the seven Trustees. The office of Treasurer was contested and confirmed by a simple majority vote by the seven Trustees in accordance to the governing documents of the Bellbrook Music Boosters.

The results of the 06Apr2020 vote for the incoming Officers of the Bellbrook Music Boosters (12 month terms) are as follows: President—Melanie Glover; Vice President--Danielle Woeste; Treasurer—Kevin Hobbs; Secretary—Heather Newell.

The above attestation was created after careful review of the bhsbandpres@gmail.com email account by the newly elected Bellbrook Music President, Melanie Glover. This attestation will be presented for approval at the 06May2020 Executive Board meeting.

Respectfully,

Melanie Glover, President, Bellbrook Music Boosters

APPENDIX C

By the Numbers

In the Bank

Checking: \$
6,228

Savings: 91,470

Actual

Income: \$ 80,746

Expenses: 76,780

Variances

Income: \$
-22,803

Expenses:
-26,748

Scrip

Budget \$ 10,000

Actual
6,510

Difference 3,490



Current Activities

- Completing Refunds for NYC Trip
- Completed Refunds for Euchre Tournament
- Continuing to perform transition activities
- Creation of a strawman 2020-2021 Budget
- Identify a "Buddy" to assist with Deposits

Fundraising Update

- Annual Flower Sale – Cancelled \$ -10,000
- Euchre Tournament – Cancelled \$ -3,000
- Pie Sales – Cancelled \$ -3,000
- Sugar Maple Festival \$
- Bern's Gift Card Sale?

Buy Scrip Today!!

Notes

- Goals for 2020-2021
 - o Standard Treasurers Report per meeting
 - o Extended Analysis on Annual Basis
 - o Add additional payment options for Invitationals
 - o Create a Treasurer's Playbook
 - o Complete the Annual Financial Audit

Treasury Committee

- Treasurer – Kevin Hobbs
- Depositor – Al Astroski
- Checkwriter – Sheena Swihart

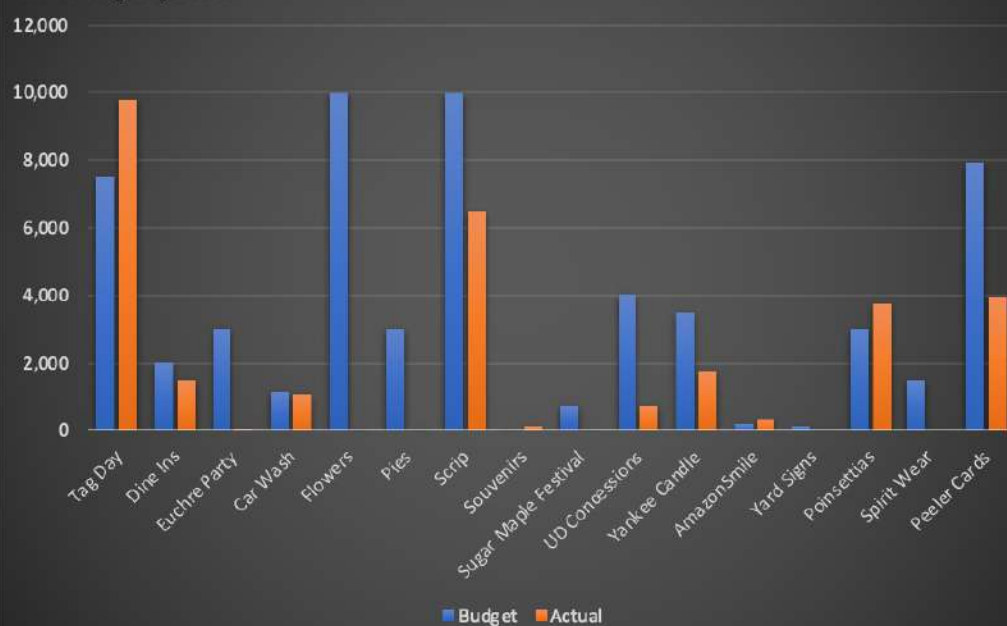
Audit Committee

Members

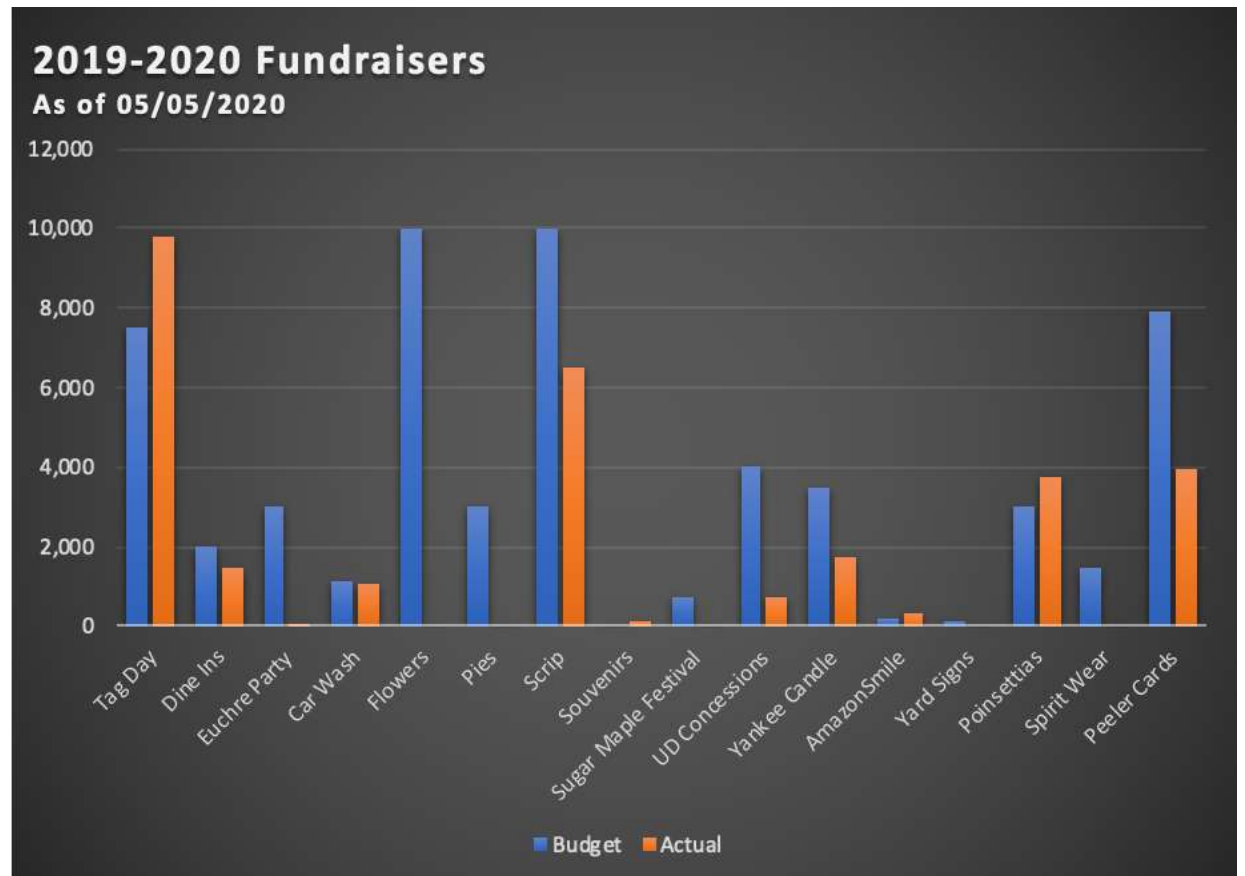
- Booster Vice President
- Finance/Audit Trustee

2019-2020 Fundraisers

As of 05/05/2020

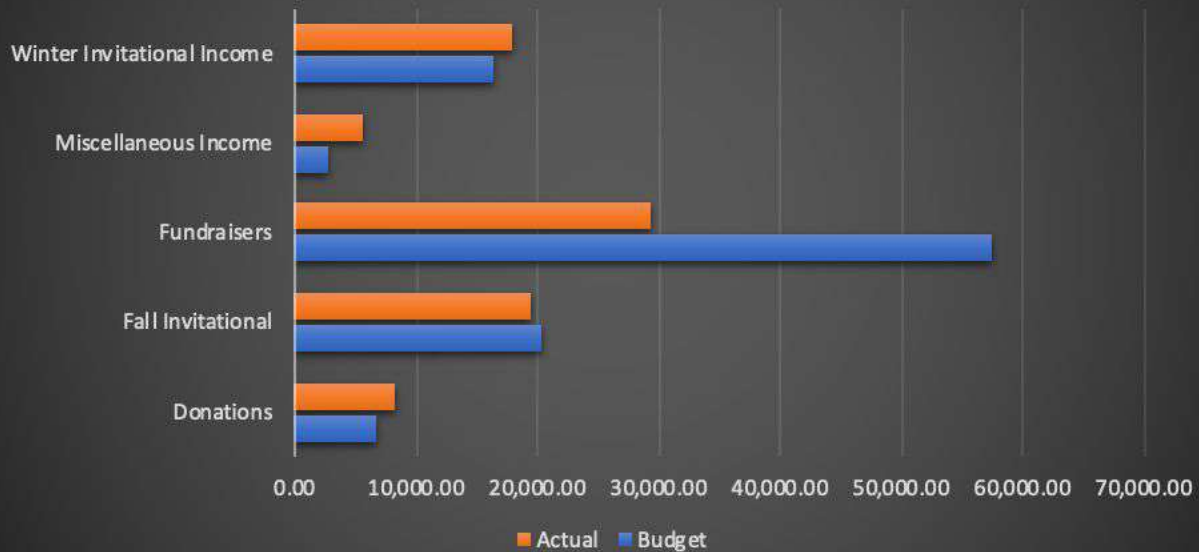


Fundraisers	Budget	Actual	Variance
Tag Day	7,500.00	9,764.04	2,264.04
Dine Ins	2,000.00	1,453.58	-546.42
Euchre Party	3,000.00	60.00	-2,940.00
Car Wash	1,100.00	1,059.72	(40.28)
Flowers	10,000.00	-	(10,000.00)
Pies	3,000.00	-	(3,000.00)
Scrip	10,000.00	6,509.58	(3,490.42)
Souvenirs	-	120.00	120.00
Sugar Maple Festival	750.00	-	(750.00)
UD Concessions	4,000.00	711.94	(3,288.06)
Yankee Candle	3,500.00	1,732.60	(1,767.40)
AmazonSmile	200.00	335.30	135.30
Yard Signs	100.00	-	(100.00)
Poinsettias	3,000.00	3,734.00	734.00
Spirit Wear	1,500.00	-	(1,500.00)
Peeler Cards	7,900.00	3,932.50	(3,967.50)
Totals	57,550.00	29,413.26	(28,136.74)



2019-2020 Income

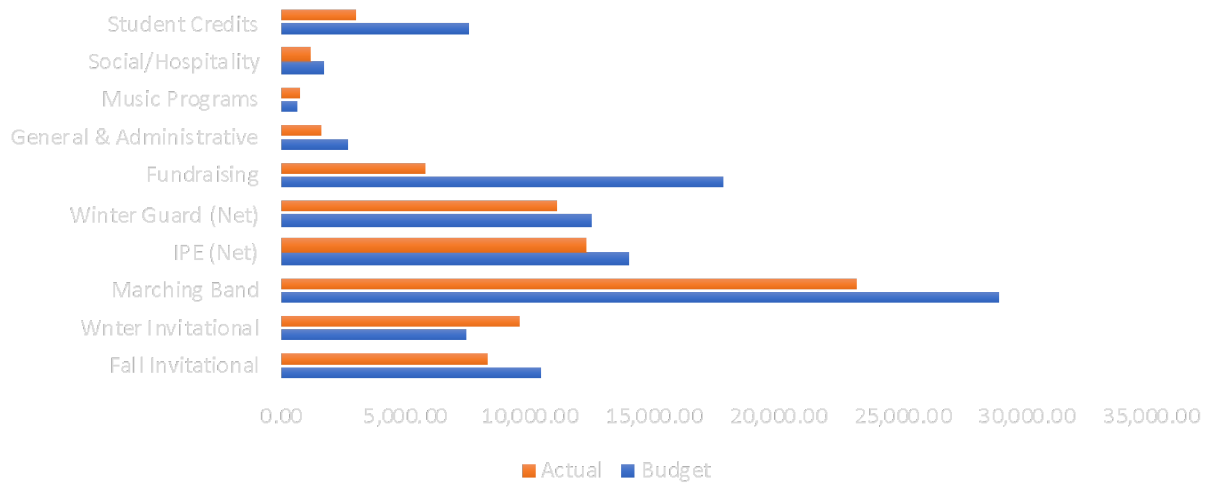
As of 05/05/2020



Income	Budget	Actual	Variance	Variance %
Donations	6,600.00	8,171.10	1,571.10	24
Fall Invitational	20,250.00	19,546.21	(703.79)	-3
Fundraisers	57,550.00	29,413.28	(28,136.74)	-49
Miscellaneous Income	2,800.00	5,607.60	2,807.60	100
Winter Invitational Income	16,350.00	18,008.37	1,658.37	10
Winter Program	-	-	-	N
Total	103,550.00	80,746.54	(22,803.46)	-22

2019-2020 Expenses

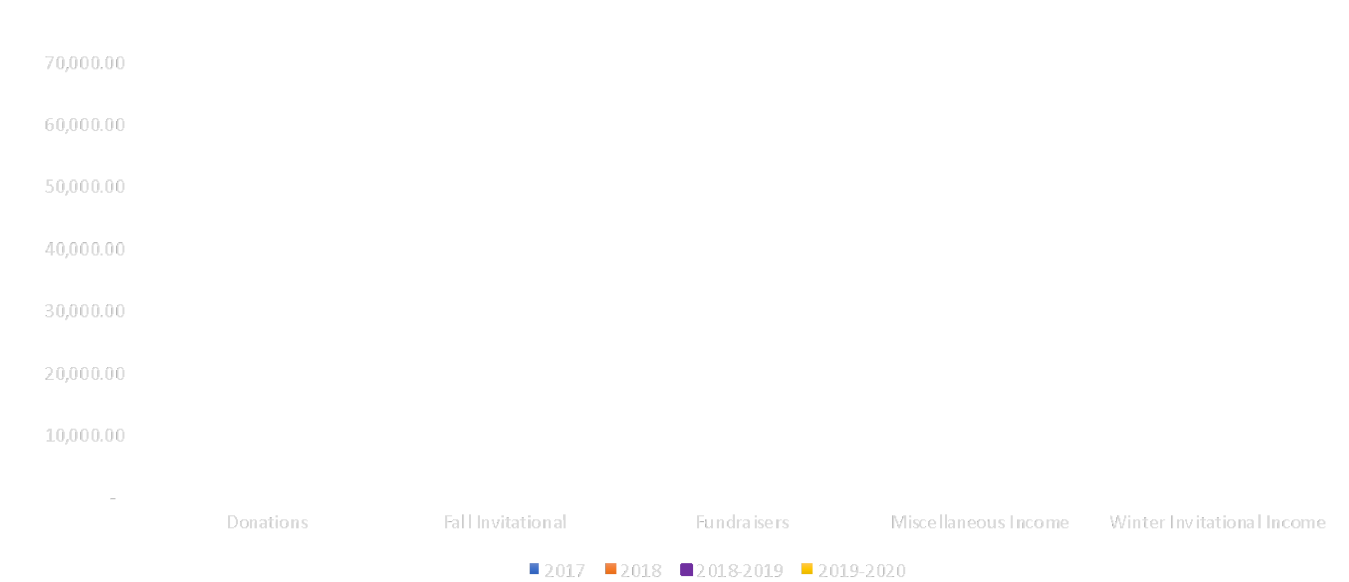
As of 05/05/2020



Expenses	Budget	Actual	Variance	Variance %
Fall Invitational	10,450.00	8,278.32	-2,171.68	-21%
Winter Invitational	7,400.00	9,590.07	2,190.07	30%
Marching Band	28,878.00	23,163.22	(5,714.78)	-20%
IPE (Net)	13,950.00	12,242.48	(1,707.52)	-12%
Winter Guard (Net)	12,500.00	11,144.66	(1,355.34)	-11%
Fundraising	17,800.00	5,828.91	(11,971.09)	-67%
General & Administrative	2,700.00	1,599.78	(1,100.22)	-41%
Music Programs	600.00	726.98	126.98	21%
Social/Hospitality	1,750.00	1,170.48	(579.52)	-33%
Student Credits	7,500.00	3,035.24	(4,464.76)	-60%
Student Activities (Net)*	-	(15,358.65)	(15,358.65)	N/A
Total	103,528.00	76,780.14	(26,747.86)	-26%

Income - Year over Year

As of 05/05/2020



Expenses - Year over Year

As of 05/05/2020



APPENDIX D

Bellbrook Music Boosters

Board of Trustees Policies & Procedures Minutes

28Apr2020

7:00 pm

Zoom Video Call

Meeting recorded in its entirety

Board of Trustee Policies & Procedures Review Meeting –

April 28,2020 7:00 pm

- The 2020 P&P revision meeting was conducted online via Zoom due to the stay at home order for the state of Ohio.
- In attendance: Al Atroski, Phoebe Dickman, Larissa Scott, Rodney Silva, Jen Volmer.
- The board of trustees met to review the Bellbrook Music Boosters Policies and Procedures.
- Notes were taken by the Communication Trustee, Larissa Scott. All suggested changes will be sent to the executive board for review and discussed at the May Executive Booster meeting on May 6, 2020.
- **Review of Policies & Procedures:**

- Page 2: 1.3 – Figure 2: It was suggested to change the flow of the graphic to show the Officer positions, Trustee/Representative, general membership. It was recommended to change the title of secretary trustee to Communications Trustee in accordance to the role change made last year.
- Page 3, Table 1: Add Jen Volmers name to the 2018 incoming trustees to reflect that she took on the role after the resignation of Amy Clack. As well as adding Amy Bouchard in 2019 after Samantha Ladd's resignation.
- **The following roles were decided:**
 - Chairperson : Larissa Scott
 - Secretary/Communications: (open)
 - Logistics. Pit Crew/Facilities: Jen Volmer
 - Finance/Audit: Al Atroski
 - Fundraiser/Ways and Means: Rodney Silva
 - Membership: Phoebe Dickman
 - Sponsorship and Donations: (open)
- The two open positions will be overseen by current trustees until new ones are elected. Larissa Scott will handle communications and Rodney Silva will take on any sponsorship needs.
- 2.1- It was recommended that the chairperson have an additional role of mentoring new trustees as they are elected by contacting them and going over their job descriptions and answering any questions they may have about being on the booster board.
- 2.5- Recommended to eliminate one portion of Logistics :
"Communicate budgets with pit dads, food committees, uniform committees etc." It was discussed and everyone felt that this would fall under the treasurer's role.
- 2.8 Discussion about booster membership and how we can communicate and encourage involvement. Phoebe Dickman will create a google document form

so we can gain more information on interests and talents, and communicate that to the appropriate committees.

- 2.10- All trustees reviewed the COI document and will send a signed copy to secretary Heather Newell.
- 4.4 Last year's P&P change stated that the pit crew will gain permission for purchases, but didn't specify a monetary amount or guidelines. It was discussed and recommended that the pit crew acquires permission before purchasing script cards for materials and/or anything over \$500 in accordance with the RFP guidelines.
- 4.7- Uniform Committee: The uniform coordinator primarily works with the marching band, but the trustees have noticed that the directors are often scrambling to find help with fittings for concert band attire. A suggested recommendation would be to add a co-chairperson who directly oversees concert band uniforms.
- 4.9 Fall and Winter Committee.
- 4.11.11 Outlined detail of volunteer duties for each invitational.
It was discussed and recommended that the volunteer duty details be added as a separate Appendix for easier access for members to read about the needs for each invitational. If this change is approved, the description underneath 4.9 will state that the details can be found in the appendix instead of 4.11.11.
- 5.3 Last year the boosters changed the budget timeline to coordinate with the school fiscal year. The P&P needs to change the months that are designated to budget review. It currently states that the budget process is to be initiated in November and set for approval in December. The P&P needs to state that the budget process is to begin with the school fiscal year. (Initiate in July, approve in Aug?)

- 7.2 Last year a suggestion was made to ask about the school purchasing a new wrap on the Bird Feeder as part of its maintenance. It was discussed and determined that due to the schools current financial situation this would not be a request that is warranted at this time.

- Appendix A.2 – The parent scholarship letter states that the recipients will try and repay the scholarship by working on fundraisers. One of the fundraisers, Dayton Dragons, needs to be removed as this is no longer a booster fundraiser. It was suggested that the Euchre Tournament committee be added in its place.

- Appendix A.3 Event Reporting Template: The question was brought up and discussed as to whether these reports have been filled out on a regular basis, and who files them for record keeping purposes. Do they need to be sent to the Secretary Officer?

- There was a discussion for further meetings and the need to meet on a more regular basis to check in with trustees to ensure that committees and roles are being fulfilled, as well as planning for upcoming events.

- There was a general consensus that the trustee roles have not been mentored very well in the past and have led to people not fully understanding their roles or how to fulfill them. It was agreed that coming together as trustees more often will ensure that everyone is kept up to date and increase communication as a board.

Meeting adjourned at 8:43pm.

APPENDIX E

Dear Dr. Cozad and Mr. Hann,

This correspondence is on behalf of the Bellbrook Music Boosters and the students they support. Amid this difficult and unprecedented time for our community and schools due to the Covid-19 pandemic, we appreciate your consideration, leadership, and guidance.

The Bellbrook Music Boosters organization is committed to adapting activities (including and especially Fundraising) as per the governance and orders of Governor Mike DeWine. Likewise, the organization is committed to abiding by the directions and recommendations of the Bellbrook-Sugarcreek Board of Education and the established chain-of-command. Please allow me to illustrate to you an example of our commitment to support our students while following new directions and orders. In brief, we cosponsor an annual spring flower sale in partnership with Berns Garden Center. Per tradition, our students are the face-to-face presence within our community to generate sales, and they also participate in the product distribution and pick-up on school property. In response to the orders of Governor DeWine, we reorganized to establish and support the evolving practices of staying-in and social distancing. Mr. Hann instructed the Boosters that under these orders we were not allowed to provide pick-up on school property. Also, we were not allowed to drop off product at the buyer's private residences. Furthermore, we would not be allowed to utilize students in the product distribution and pick-up process. The Bellbrook Music Boosters made the following adaptations:

- 1) We eliminated face-to-face transactions and transitioned to an online platform for sales.
- 2) Students were removed from the workflow.
- 3) Parent volunteers were organized to facilitate product distribution and pickup. The parent volunteers were to be screened on the days leading up to service for Covid-19 risk factors by me personally. Personal protective equipment (PPE) was to be enforced and utilized per the active order of the Governor.

4) We arranged pick-up to occur in an organized “drive through” (no contact) fashion on a (side street) private property with a two-driveway set up to allow efficient pull-up receipt of product (aligned with the usual flow of traffic) while maintaining social distancing (to be marked and reinforced by a medical professional).

Per Mr. Hann’s instruction, this proposal was taken to the City of Bellbrook Chief of Police, Chief Doherty, for final approval. Chief Doherty denied our request to distribute product from private property despite the adaptations as detailed above. Additionally, we were cautioned not to distribute our product [in any location] if it were not considered “essential”. We respectfully took these instructions and cautions into consideration. Ultimately, the executive officers of the Bellbrook Music Boosters notified our Board of Trustees and General Membership that there were no (immediately) viable options to move forward with a physical spring flower sale. Sadly, this is one of our most successful annual fundraisers. Our Board of Trustees and General Membership were appropriately upset by the decision. Likewise, the Bellbrook-Sugarcreek community is disappointed by the cancellation of this fundraiser.

Since terminating our spring flower sale, we have become aware of other (similar) Bellbrook Booster Organizations’ fundraising activities that are currently active in our community. I have received numerous personal communications from Music Boosters and others who support the music program. They are asking, “Why the other sales, but not the spring flower sale?” Members of our community are expressing concerns for discrepancies by the administration of Bellbrook-Sugarcreek Schools specifically regarding fundraising activities. Out of respect I feel compelled to deliver this message to you personally and hopefully start a constructive conversation. In no way do the Bellbrook Music Boosters seek or encourage termination of the fundraising efforts of other Booster Organizations. We are committed to fostering a sense of community in Bellbrook-Sugarcreek Schools and will continue to endorse and otherwise support other Booster Organizations. The Bellbrook Music Boosters are seeking consistency in guidance for all Bellbrook Booster Organizations. Please note the attachments to this email as reference for similar active fundraisers.

Gentlemen, thank you again for your time and consideration of this correspondence. I eagerly await your response to share with the Bellbrook Music Boosters Executive Board and General Membership.

Respectfully,

Melanie M. Glover, MD

President, Bellbrook Music Boosters

APPENDIX F

- Congratulations to Winter guard and Indoor Percussion students on their outstanding seasons!
- Congratulations to all our SENIOR students and their families!
- Congratulations to our Concert Band Award recipients!
- Wrapping up the year
 - Instruments/Guard Equipment
 - Tuxes and Gowns
 - Band lockers
 - Access to school building/equipment
- Looking forward
 - Ice Breaker on May 13
 - Commitment Fee (\$115) and forms due May 13
 - IPE Virtual Banquet on May 14
 - Be flexible and ready to adapt
 - Plan to utilize Google Classroom and online learning this summer for Marching Band, regardless
 - Devices other than Chromebooks to access online content (phone, PC, tablet, etc.)