

the Ecology Learning Center

Board Agenda

September 23, 2026

5:30 pm- 7:30 pm

In attendance: Josh Kercksmar, Tia Poulin, Leza Packard, Randy Fox, Lauren Giroux (virtual), Margaret Micolichuk, Beth Arnold (virtual), Malcolm Campbell, Jen Albee

Mission Moment: Kayla Higgins, Dean of Students

Consent Agenda:

- Minutes: [8/12/2026 Board Meeting Minutes](#)
- Executive Director's Report ([9.23.26 Board Meeting Director's Report](#))
- Governance Committee ([9.16.26 Governance Committee Meeting Minutes](#))
- [August Treasury Report](#)

Motion to accept the consent agenda by Randy Fox, seconded by Margaret Micolichuk; Unanimous

Policy Review: Governance Committee

- Review [ELC EBCA](#) (Emergency Management Plan)
 - All board members have reviewed the plan
 - Noted the "head of the school" are used interchangeably in this document.
- Review [EBCC](#) (Bomb Threats)
- Review and vote on [ELC Capitalization Policy](#)
 - Motion to approve ELC Capitalization Policy by Malcolm Campbell, seconded by Randy Fox; Unanimous
- Review and vote on [Cell Phone Policy](#)
 - Motion to approve capital Randy Fox Seconded by Tia Poulin; Unanimous
- Review [ELC ACAA](#) (Sexual Harassment)
- Following the email vote last month to add Esther to the account as signatories. The Finance Committee feels that there should be only two people. The proposed change is to remove Beth Arnold from the approved signatories

Academic Excellence

- Academic Excellence Report (Malcolm):
 - Presentation of Field Trip to Bald Rock
 - The tangibles outway the quantifiables
 - Discussed Adventure Wednesdays for the Outdoor program. Choice becomes a more dominant part of the experience as the year progresses.

Finance Committee

- The audit is estimated to be complete in a couple of weeks. Next board meeting we will be reviewing the final numbers
- Significant change in the balance sheet due to removing a PGM expense per the auditors suggestions.
- Budget Gap- this term refers to unsecured or aspirational income in the budget.
 - What term would the board prefer
- 7% of the income in the budget is unsecured. That gap between secured and unsecured is now down by 1%.
 - 123,000 is still unsecured in the budget.
 - The unsecured income gap was spread evenly throughout the FY month to month.
- Federal grants: We received more money than anticipated in the budget by \$11,718.
- Monthly givers- Goal is to increase monthly giving from 5 to 25 this year.
 - The website for donations is set up for people to select monthly as an options

Fundraising: Fundraising Workshop and Task Force Debrief (Josh and Leza)

- Key take away is that fundraising is about more than just asking people for money.
 - Step 1: Identify prospects
 - Potentially asking people to do something that they are already doing
 - It is okay to ask for donations
 - Step 2: Educate & Cultivate
 - Invite them into the mission
 - Step 3: The Ask
 - The product of a relationship built over time
 - Step 4: Thank and recognize
 - Step 5: Inclusive Involvement in future events
 - Do they know anyone that would be interested in being involved?
 - Rinse & Repeat
- The board reviewed and selected tasks they had the capacity for on the Cycle of Fundraising form
- Discussed key details for elevator speech. Cost per student funded by the state in charter schools vs public schools.
- Have a donor write the annual appeal letter “here is why I give”.
- Name for monthly Donors ELC Sustainers
 - Annual gift, made by students

ED Report

- New remote learning curriculum
- Smoothest Academic start today
- Enrollment is now at 129, which results in being 30,000 short for next year.
 - We are short 3 students for the 3 year budget projections.
 - The enrollment numbers are due for reporting October 1st.
- Sign-ups still open for Tabeling at the Common Ground Fair
- Hiring for an Operations Manager as the original hire did not work out.
 - 2nd interview with a candidate today
 - Having a receptionist in the building has been an amazing benefit to ELC.

Motion to enter Executive Session for Board Matter under 1 MRSA 405.6A by Tia Poulin, Seconded by Randy Fox; Unanimous 6:46 pm

Motion to exit Executive Session by Randy Fox, Seconded Tia Poulin by; Unanimous 7:31pm

Motion to adjourn by Tia Poulin, seconded by Randy Fox; Unanimous
Adjourned: 7:33 pm