



Monitoring Chief Executive Office Performance

The intent of this policy is to outline the regular and rigorous monitoring of the Chief Executive Office job performance. This will be based on the organizational accomplishments of board-stated objectives, within the boundaries established in Board policies.

Monitoring of the Chief Executive Office is to determine the degree to which board-stated objectives are met. This fair and systematic assessment of organizational performance is to determine if a reasonable interpretation of the board-stated objectives are being achieved.

Monitoring President Performance:

Monitoring of the President will be performed by the Board through the President's Performance Committee. The Board will acquire monitoring information by any of the following methods:

1. **INTERNAL REPORTS:** in which the President discloses information and progress reports on Executive performance, initiatives and/or board-stated objectives;
2. **BOARD DIRECT INSPECTION:** in which members of the Board assess the compliance and interpretation of the board policies.

Monitoring Executive Director Performance:

Monitoring of the Executive Director will be performed by the Board through the Executive Director's Performance Committee. The Board will acquire monitoring information by any of the following methods:

1. **INTERNAL REPORT:** in which the Executive Director discloses information and progress reports on organizational performance, initiatives and/or board-stated objectives;
2. **BOARD DIRECT INSPECTION:** in which members of the Board assess compliance and interpretation of the board policies.

While monitoring the Chief Executive Office as a whole, the Board will judge the board-stated objectives and compliance with board policies based on the reasonableness of interpretation and if the data/information presented demonstrates accomplishment based on the appropriate criteria.

Performance Management

The Board, through the Chairperson, will ensure progressive performance of the Chief Executive Office as outlined below. In the event that the Board determines the Chief Executive Office has acted unlawfully, imprudently or in violation of accepted business practices, professional ethics and board policies, the Board must:

1. Ensure all Board actions be consistent with IGNITE Executives and Full-Time Human Resource Management Policies, Humber ITAL's Human Resources Policies and Procedures Manual, and the Employment Standards Act;
2. Provide the Chief Executive Office with written notification of performance concerns (this determined by a majority vote of the Board);
3. Provide the President with written notification of suspension, with or without pay, in consultation with the Executive Director and Human Resources (this determined by special majority two-thirds vote of the Board);
4. Provide the President with written notification of termination from IGNITE in consultation with the Executive Director and Human Resources (this determined by special majority two-thirds vote of the Board);
5. In the case of the Executive Director's performance management, consult with the President and Human Resources to facilitate items 3 and 4, above.

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