

## POLICY

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<b>Series:</b>	<b>Board Governance</b>	<b>COA: GOV 6, HR 5 CFOP: N/A</b>
<b>Procedure Name:</b>	President and Chief Executive Officer Appraisal Process	
<b>Procedure Number:</b>	GOV007	
<b>Review Date:</b>	2/19/2026	
<b>Revision Date:</b>	2/26/2026	
<b>Effective Date:</b>	4/2006	
<b>Applicable to:</b>	Family Partnerships of Central Florida (FPOCF) Governance Board of Directors and President and Chief Executive Officer (CEO)	

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**PURPOSE:** To ensure a fair, transparent, consistent, and board-led annual performance appraisal of the President and Chief Executive Officer (CEO) that:

- Advances organizational effectiveness and mission impact;
- Aligns CEO performance with the Board-approved strategic plan and annual priorities;
- Strengthens accountability between the Board and CEO;
- Supports continuous improvement; and
- Complies with applicable Florida law, contractual obligations, and COA standards.

**PROCEDURE:**

In accordance with Governance Policy GOV007, the CEO shall be evaluated annually at the close of each fiscal year.

The Board Executive Committee oversees the CEO evaluation process on behalf of the Governance Board. The Board Chair is responsible for conducting the performance conversation with the CEO. The HR Director provides administrative support only. HR should continue to provide logistical support for the CEO performance evaluation (scheduling, meeting coordination, minutes, recordkeeping, and maintaining the official hard copy).

The CEO shall be evaluated based on:

- Achievement of Board-approved annual goals
- Progress on the strategic plan
- Financial stewardship and sustainability
- System performance and outcomes for children and families
- Compliance with state, federal, and COA requirements
- Relationship and communication with the Board
- Leadership, culture, and executive team effectiveness
- Community and stakeholder engagement

**Review Procedure**

June 15	CEO submits self-evaluation online
June 30	Board completes anonymous evaluation online
August ExCom Meeting	Executive Committee reviews aggregated results
Early September	Board Chair meets with CEO to discuss results and draft goals
September:	Full Board reviews summary, approves goals, and considers compensation adjustments

The Board Secretary, at the direction of the Board Executive Committee, shall create the evaluation surveys in SurveyMonkey or a comparable secure online platform. The Board Secretary shall transmit completed survey data to the HR Director, who will aggregate results and provide a consolidated report to the Board Executive Committee and Board Chair.

The Board Chair shall meet privately with the CEO, not a public board or committee session. The Chair’s purpose is to review the aggregated evaluation results, discuss strengths, areas for growth, and strategic priorities, and work collaboratively with the CEO to develop draft performance goals for the upcoming year, which shall be documented for subsequent Board approval.

The Governance Board shall review the aggregated CEO evaluation summary, approve final performance goals for the coming year, and consider any compensation adjustments. Any such adjustments shall be consistent with the Board-approved salary administration plan, informed by market comparability, and aligned with the organization’s overall financial health.

If significant performance concerns are identified, the Board may require a written Performance Improvement Plan (PIP) that outlines clear expectations, establishes measurable milestones, and specifies a timeline for reassessment of the CEO’s performance.

**CEO Employment Agreement**

The Board may establish or amend a CEO employment agreement at its discretion. Any agreement shall be:

- Reviewed by legal counsel
- Approved by the full Governance Board and
- Aligned with this appraisal policy and applicable Florida law.

Approved by the Family Partnerships of Central Florida Governance Board of Directors on February 26, 2026.

AS APPROVED BY THE BOARD OF DIRECTORS:



ERIC AUSTIN  
Board Chair

BY DIRECTION OF THE PRESIDENT AND CHIEF EXECUTIVE OFFICER:



PHILIP J. SCARPELLI  
President and Chief Executive Officer  
Family Partnerships of Central Florida

Signature Date: 3/3/2026

Signature Date: 3/3/2026