

MO Stages Checklist

Stage One: Observer	Stage Two: Associate	Stage Three: Full
Create a relationship with WGI's MO Committee to help mentor you through the process	Demonstrate less reliance on WGI's MO committee but maintain the relationship in case you need help	Function independently from WGI's mentor Committee MO because you have all the assets and resources to function as an independent MO
Create a constitution and bylaws consistent with WGI vision, mission and values	Follow the constitution and bylaws aligned with the vision, mission and values of WGI	Follow their constitution and bylaws aligned with the vision, mission and values of WGI
Registered as a non-profit or NGO in your country that is strictly for WGI business	Maintain non-profit or NGO status	Maintain non-profit or NGO status
Elect one non-voting representative through a democratic process to observe and serve on the WGI board. Only due-paying members can vote for board delegate. WGI can help with this process, if needed.	Establish a democratic election process for nominations and voting procedures for eligibility to serve as a voting board delegate on the WGI board.	Hold a democratic election for your WGI delegate to the board held independently from WGI
Register at least 5 members	Register at least 10 members	Register at least 20 members
Operate by the Policies and Procedures of WGI	Create a Policies & Procedures Manual for your MO aligned with WGI's policies	Review and revise your Policies & Procedures Manual every three years.
Hold regular board meetings at least quarterly, proving transparency through public minutes	Have regular board meetings at least quarterly, providing transparency through public minutes	Have regular board meetings at least quarterly, providing transparency through public minutes
Prepare a preliminary strategic plan and budget	Prepare and share annually a strategic plan, budget, and annual report with members of the MO and WGI	Prepare and share annually a strategic plan, business plan, budget, and annual report with members of the MO and WGI
Create an organizational email address to communicate with your members	Establish an automated system to communicate with your members	Establish an automated system, independent of WGI, to communicate with your members
Establish a data base with members' contact information and training status	Maintain a database of members and people trained with status of training and provide this information to WGI	Maintain a database of members and people trained, with status of training and provide this information to WGI
Collect and pay WGI membership dues and training fees to WGI or make arrangements to pay through another MO	Collect and transfer WGI membership dues and training fees to WGI	Collect and transfer monies for dues and training fees to WGI
All members are current with their dues	Have a process for reminding and collecting dues from members	Remind members and collect dues independently from WGI
Begin exhibiting behaviour consistent with Choice Theory Lead management principles and practices, connecting behaviours and communication underpinned by the theories of	Exhibit behavior consistent with Choice Theory.	Function consistently with Choice Theory with regular self-evaluation.

William Glasser; ask questions when unsure.		
n/a	Have a minimum of five [5] practicing faculty members with at least three [3] practicing practicum supervisors and two [2] practicing instructors	Have a minimum of twelve [12] practicing faculty members with at least six [6] practicing practicum supervisors, four [4] practicing instructors, and two [2] practicing senior faculty members
n/a	Submit an article to one of the two Journals published each year	Contribute to the Choice Theory body of knowledge through research or the development of a new program
n/a	Hold a national conference for your MO membership	Apply to host an International conference
n/a	Establish a program for faculty development and continuing education for faculty	Establish a program for faculty continuing education and recertification