

Presence: Juan Pablo Aljure Janet Fain Morgan
John Cooper, Chair Stephanie Myers [AM FaceTime]
Nancy Herrick Kim Olver, Executive Director
Masaki Kakitani Kalikamurti Suich Shruti Tekwani
Rose-Inza Kim Jean Seville Suffield, Secretary

Apologies: Boba Lojk
Mirinithia Maalsdorp
Stephanie Myers [PM]
Dubravka Stijacic

1. Welcome

John Cooper welcomed board members and invited them to engage in a *Name Game* activity. This interaction assisted in helping board members learn more about one another. In addition, John Cooper indicated that Carleen Glasser, who had been invited to join the board meeting, would arrive at 1 PM and to adjust the agenda accordingly.

Notation: Stephanie Myers joined through FaceTime at this point in the meeting at 1:00 UTC.

2. Celebration of what is working

Report: John Cooper reviewed the status of the following policies and programs:

Policies/Programs	Draft Stage	Final
1. RT Counselling Skills	✓	
2. New CTRTC + Competencies	✓	
3. Research Policy		✓
4. Becoming a Member Organization		✓
5. Conference Policy		✓
6. Glasser Quality School Model		✓
7. Membership Policy		✓
8. Selling Items on WGI Website		✓
9. PPM 2009	✓	
10. Request for Training		✓
11. Take Charge Program		✓
12. WGI Board Policy [Added Articles]		✓
13. Professional Standards		✓
14. Grievance Policy		✓
15. Letter of Intent with Member Organizations		

In addition, the Executive had reworded some of the articles of the WGI Board Policy and added the Stages of the Development of Ideas.

Discussion: Board members shared some aspects of various projects that are being developed in the regions they represent: Mental Health and Happiness in the US, experience of the last conference in WGI-Australia and reconnection and the development of the acceptance of the basic intensive training and basic practicum by the Australian Association of Social Workers, Take Charge and countries presently involved through WGI, and the title, dates, and gifts regarding the 2018 WGI conference hosted in Bogotá/Chía, Colombia [South America]. Juan Pablo Aljure spoke to the anticipation of 500 attendees online as a virtual presence with online and offline chats, and English and Spanish translation. Juan Pablo distributed conference bags, souvenirs of Bogotá which included personalized replicas of *chivas*, mini-busses usually painted in the colours of the flags of Colombia and Ecuador. These are part of the *artisana* used in the rural areas to adapt to the terrain. A copy of the flyer, with the theme of the conference, may be found in Appendix 1 in these Minutes

3. Strategic Planning - Juan Pablo Aljure

Report: Juan Pablo Aljure led the group through the strategic Action Plan for 2016-2021. The plan presented may be found as Appendix 2 in these Minutes.

Discussion: Much discussion followed: who WGI represents, how WGI conducts business, results of the past five [5] years, impact wanted on society, value for investment of time, shareholders versus stakeholders, clients and products, among other ideas. The modified version shall be presented at the Wednesday, 6 July 2016 meeting Part III for further review.

Notation: Stephanie Myers left through FaceTime at this point in the meeting at 2:05 UTC.

4. Lunch [One [1] Hour]

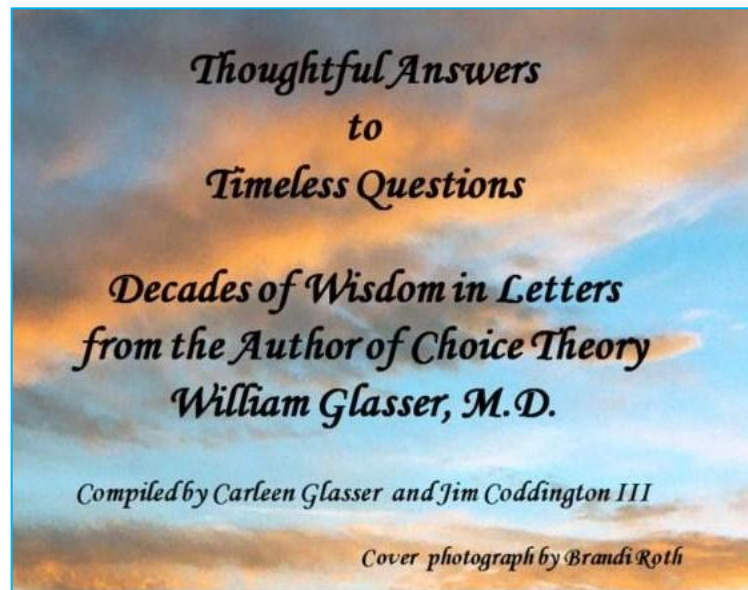
5. Carleen Glasser – Questions and Answers

Report: John Cooper welcomed Carleen Glasser and invited board members to enter into a dialogue of topics of interest to them and which Carleen Glasser could address.

Discussion: Carleen spoke to the conference in Slovenia scheduled October 2016 and provided a history of Dr. Glasser's views from May 1996 until his passing in 2013. Dr. Glasser indicated that control theory was no longer his theory. His theory moved away from control theory to choice theory which he proclaimed in a letter dated May 1996. Carleen Glasser further explained that he was speaking of a psychology of intrinsic power, one of personal freedom. She reiterated that William Glasser International, entrusted with Dr. Glasser's legacy, could not

endorse any program that featured as one of the main keynotes a person endorsing perceptual control theory. She answered some questions regarding the following: evolution of ideas, the Chart, use of 'choice,' and also language.

Carleen spoke to ways she cherishes innovation and how she is preserving Dr. Glasser's ideas and materials. She spoke to the letters she reviewed to and from Dr. Glasser over the years and announced the upcoming book which is to be published in the new year, *Thoughtful Answers to Timeless Questions: Decades of Wisdom in Letters from the Author of Choice Theory* William Glasser, M.D. A copy of the cover is provided here for WGI Board's information.



John Cooper and board members offered their heartfelt appreciation for the time given by Carleen Glasser and congratulated her on the new publication.

6. Contributions / Where is Your Passion?

Report: John Cooper had distributed a series of questions not only to new board members in January but also to others on the board to ask them about their passion and interests and what they would like to offer to the board in the way of time and commitment. He invited each board member to share areas of interest and passion with other members at this time.

Discussion: Among items discussed were: involvement of youth, finance and sustainability, increase in membership, new programs, re-emergence of the scholars program, programs whereby students teach parents about choice theory, the type of organization that people would wish to belong, and the translation issues of programs, policies, and other publications.

7. Board Policy Revisited

Report: Jean Seville Suffield sent copies of the revised Board Policy to all board members present. Jean and Kalikamurti Suich spoke to the revisions.

Discussion: Jean and Kalikamurti reviewed the changes and additions to the document. Some discussion followed. The purpose of the changes was to address more specifically areas of responsibility of board members and their commitment to work on behalf of the board. The edited Board Policy shall be brought to the board Monday morning July 11th for adoption. A copy of the revised document may be found in Appendix 3 of these Minutes.

8. Brainstorming – WIIFM – Need Satisfaction

Report: John Cooper spoke briefly to expectations of board members and reviewed work done to date.

Discussion: Some discussion followed; however, much had been addressed during the course of the day. Nancy Herrick indicated her wish to visit the Korean Glasser Quality School and, after polling the group, it was decided that those board members, who wanted to tour the school, would be transported by bus on Wednesday 6 July, 2016 at noon from outside the lobby area. Board members concurred and arrangements were made by Rose-Inza Kim.

9. Other - None

10. Adjournment

The meeting was adjourned on a motion by Shruti Tekwani and Janet Fain Morgan at 17:00 UTC.

Respectfully submitted by Jean Seville Suffield, Recording Secretary
Board Member, William Glasser International, Inc.

John Cooper, Chair
William Glasser International, Inc.

Kim Olver, President & Executive Director
William Glasser International, Inc.

International Conference in Colombia

May 31st to June 2nd, 2018

Hosted by:



Teaching, counseling,
parenting, and managing
for **WELLNESS!**

For:

Educators, counselors, managers, and parents

Kids Institute:

Fun activities, workshops,
field trips and more



More information: info@elegir.org.co

APPENDIX 2

Action Plan for 2016-2021

Why do we exist? (General purpose) - MISSION

Inspiring the world with Choice Theory as a powerful, effective, and socially responsible psychology to help people take charge of their lives.

Inspiring the world to take effective control of their lives.

What do we want to accomplish in 5 years? (VISION: Shared picture of what we want)

A 20,000 worldwide member organization inspiring joy, quality, and internal effective control in education, counseling, leadership, and personal well-being.

We value:

- Integrity
- Transparency
- Congruency
- Collaboration
- Respect
- Caring and supporting
- Creativity and growth

- Inclusiveness

WANTED RESULTS/EXPERIENCES What specific and measurable results/experiences do we want to accomplish in the next 5 years that would create that shared picture?	APPROACHES FOR ACTIONS How are we going to achieve those results?	SPECIFIC ACTIONS How, where, when, and with whom will each approach be implemented?	EVALUATION AND REFINEMENT How will we measure our effectiveness, improve, and innovate?
CLIENT'S PERSPECTIVE (MEMBERS AND TRAINEES)			
What results do we want to create in order to meet or exceed the needs and expectations of our members and trainees ?			
1. 20,000 members by 2021. 2. 60% of all new trainees become members of WGI. 3. 5,000 participants have taken the Take Charge of Your Life program around the world by 2020.	1. Strengthen the relationship between WGI and its member organizations around the world to facilitate membership, program adaptation, innovative ideas, data collection, research, and Glasser's legacy.		

WANTED RESULTS/EXPERIENCES What specific and measurable results/experiences do we want to accomplish in the next 5 years that would create that shared picture?	APPROACHES FOR ACTIONS How are we going to achieve those results?	SPECIFIC ACTIONS How, where, when, and with whom will each approach be implemented?	EVALUATION AND REFINEMENT How will we measure our effectiveness, improve, and innovate?
4. 30,000 people have completed a WGI certification program around the world between CTRTC/RTC, CT/RT Counseling, and Teaching with CT. 5. More than 1,200 people attend the three conferences of 2016, 2018, and 2020. 6. All WGI certification programs are based on competence. 7. More than 2,000 participants around the world have taken a post-certification program by 2021. 8. 85% satisfaction by members and trainees with WGI and its	2. Web-based application for simple management of membership, online and offline programs and conferences, networking about research, and buying publications and products. 3. Programs translated into different languages offered through the worldwide interactive portal. 4. Shorter, competency-based, accredited, and innovative specialized certification programs in teaching with CT, RT Counseling, and Lead-Managing with CT. 5. Discounts offered in programs, publications,		

<p>WANTED RESULTS/EXPERIENCES What specific and measurable results/experiences do we want to accomplish in the next 5 years that would create that shared picture?</p>	<p>APPROACHES FOR ACTIONS How are we going to achieve those results?</p>	<p>SPECIFIC ACTIONS How, where, when, and with whom will each approach be implemented?</p>	<p>EVALUATION AND REFINEMENT How will we measure our effectiveness, improve, and innovate?</p>
<p>programs by 2018. Indicators: 85% satisfaction by educational, CTRTC, RT programs</p>	<p>and products for university students and educators around the world. 6. Revise programs to include useful competencies and certifications for participants. 7. Improve the online Mental Health conference in October and the international conference in 2018 and 2020 so that they are interactive with workshops, chat, keynotes, discussions. 8. Post certification courses offered around the world using WGI's web-based application to advance in counseling, managing, teaching, parenting,</p>		

<p>WANTED RESULTS/EXPERIENCES What specific and measurable results/experiences do we want to accomplish in the next 5 years that would create that shared picture?</p>	<p>APPROACHES FOR ACTIONS How are we going to achieve those results?</p>	<p>SPECIFIC ACTIONS How, where, when, and with whom will each approach be implemented?</p>	<p>EVALUATION AND REFINEMENT How will we measure our effectiveness, improve, and innovate?</p>
	<p>mental health, marriage, and other applications.</p>		
<p><u>FACULTY AND STAFF PERSPECTIVE</u></p>			
<p>What results do we want about meeting or exceeding the needs and expectations of our staff and faculty?</p>			
<p>9. Increase to 500 faculty members around the world by 2021. 10. 85% satisfaction level between all faculty members by 2018.</p>	<p>11. Implement a professional e-marketing aggressive plan that creates WGI presence in the world: ad words, organic website, social media. 12. Design and implement specialized faculty programs for the different certification programs.</p>		

WANTED RESULTS/EXPERIENCES What specific and measurable results/experiences do we want to accomplish in the next 5 years that would create that shared picture?	APPROACHES FOR ACTIONS How are we going to achieve those results?	SPECIFIC ACTIONS How, where, when, and with whom will each approach be implemented?	EVALUATION AND REFINEMENT How will we measure our effectiveness, improve, and innovate?
	<p>They could be deployed web-based and physically.</p> <p>13. New web-based application so that faculty members can register participants, pay participant fees, print certificates, include adaptations and recommendations of programs done, etc.</p> <p>14. Train all faculty in teaching and assessing with useful competencies in mind, as well as in pedagogical techniques based in CT.</p> <p>15. Promote and facilitate the endorsement of Take Charge facilitators.</p> <p>16. Create an engaging and inspiring faculty network to foster belonging and</p>		

WANTED RESULTS/EXPERIENCES What specific and measurable results/experiences do we want to accomplish in the next 5 years that would create that shared picture?	APPROACHES FOR ACTIONS How are we going to achieve those results?	SPECIFIC ACTIONS How, where, when, and with whom will each approach be implemented?	EVALUATION AND REFINEMENT How will we measure our effectiveness, improve, and innovate?
	sharing of knowledge and resources. 17. Promotional web-based videos available for the different programs. 18. Useful and relevant professional days after conferences and other dates, virtual and physical.		
SOCIETY PERSPECTIVE			
What results do we want related to meeting or exceeding the needs and expectations of our relevant stakeholders within society?			

WANTED RESULTS/EXPERIENCES What specific and measurable results/experiences do we want to accomplish in the next 5 years that would create that shared picture?	APPROACHES FOR ACTIONS How are we going to achieve those results?	SPECIFIC ACTIONS How, where, when, and with whom will each approach be implemented?	EVALUATION AND REFINEMENT How will we measure our effectiveness, improve, and innovate?
1. Regional counseling associations perceive CT counseling as a sound and effective counseling method. 2. Choice Theory Schools are perceived by society in general as high performance schools based on useful learning and a joyful environment.	1.		
<u>BUSINESS PERSPECTIVE</u>			

<p>WANTED RESULTS/EXPERIENCES What specific and measurable results/experiences do we want to accomplish in the next 5 years that would create that shared picture?</p>	<p>APPROACHES FOR ACTIONS How are we going to achieve those results?</p>	<p>SPECIFIC ACTIONS How, where, when, and with whom will each approach be implemented?</p>	<p>EVALUATION AND REFINEMENT How will we measure our effectiveness, improve, and innovate?</p>
<p>What results do we want in order to meet or exceed the needs and expectations of our relevant business stakeholders?</p>			
<ol style="list-style-type: none"> 1. US \$300,000 endowment fund by 2021. 2. US \$50,000 reinvested in 6 years for strengthening WGI's networking and development. 	<ol style="list-style-type: none"> 1. 		

APPENDIX 3

GEOGRAPHICAL DELEGATES

William Glasser International [WGI] Board is a democratic body that represents its members in achieving the vision and mission of William Glasser International, Inc. The Board shall consist of twelve [12] geographical regional delegates plus a Chairperson, the non-voting Immediate Past Chairperson, and the non-voting Executive Director. The Board makes decisions using a consensus model which ensures all members have a voice in the direction being taken by the Board.

The number of delegates for any given geographical region was originally allocated taking into consideration the number of certified [CTRTC/RTC] in that region. The current representation of delegates is as follows:

- The United States of America - three [3] delegates;
- Canada - two [2];
- Europe - two [2];
- Asia - two [2];
- Australia/New Zealand – one [1];
- South and Central America one [1];and
- Africa and remaining geographical areas -one [1] delegate.

Board Members are considered Full Members and are elected from their own geographical areas and by members of WGI who reside in that region. WGI shall review the allocations of delegates every five [5] years to assure equitable distribution of delegates to all geographical regions in light of a change in the number of people who have completed any of the WGI Certification programs.

1.0 QUALITIES AND RESPONSIBILITIES OF BOARD MEMBERS

Board members shall demonstrate a genuine interest in leading the world with Choice Theory[®] psychology and a willingness to commit to meet every month and give further time to devote to the work of the Board. Board members shall:

- 1.1 Endorse and accept the responsibilities of Full Members as outlined in the Membership Policy and the Professional Standards Policy;
- 1.2 Attend and participate in the board Lead-Management approach and consensual decision-making;
- 1.3 Respect confidentiality of discussions at meetings and online exchanges when so designated.

- 1.4 Participate in ongoing e-mail or forum discussions about board issues;
- 1.5 Attend and participate in monthly online meetings which last three [3] hours. These meetings are to be scheduled in Universal Coordinated Time [UTC] at a time and date agreed by board members;
- 1.6 Members of the Executive attend and participate in monthly online meetings which last two [2] to three [3] hours.
- 1.7 Engage in one or more action committees and other relevant work for at least ten [10] hours a month;
- 1.8 Be reasonably fluent in written and spoken English language;
- 1.9 Be competent to engage in online conferencing;
- 1.10 Receive and share views and opinions of the members in their geographical regions: (a) represent those views and opinions to the Board, and (b) report decisions of the board to members in their geographical regions;
- 1.11 Be familiar with WGI policies and practices;
- 1.12 Attend and participate in one [1] face-to-face meeting coinciding with the International Conference in the even years and, at a predetermined location in odd years, when there is no international conference.

2.0 DIRECTORS- TERM OF OFFICE

- 2.1 The term of office for directors shall be for three [3] consecutive years beginning on January 1 and ending three years later on December 31.
- 2.2 The term of office for directors shall be staggered so that one-third of the Board is up for election each year in order to maintain continuity on the Board.
- 2.3 Board members may serve only two [2] terms in their lifetime.

3.0 ELECTIONS OF DELEGATES TO THE BOARD

- 3.1 Elections shall be managed by WGI and initiated in September/October.

- 3.2 Specific responsibilities for work and attendance at board meetings shall be provided to nominees. This information may facilitate the selection of nominees and the voting process in the geographical regions concerned.
- 3.3 Once an election is announced, a period of one [1] month shall be available for the receipt of nominations.
- 3.4 It is the responsibility of the Board to verify that the nominees have met the requirements to serve as board members.
- 3.5 Information about elections shall be sent directly to members. The election shall take place two [2] weeks following the announcement of the nominees running in the geographical region.
- 3.6 The Board elects the new board members of each geographical region at the first meeting of the New Year to be directors of the legally incorporated William Glasser International.

4.0 QUALIFICATIONS FOR NOMINEES

- 4.1 Nominees must reside in the geographical region they represent, be a member of WGI, and also a member of their geographical region.
- 4.2 The person who 'nominates' and the person who 'seconds' the nomination shall be WGI members, members of the member organization concerned, and reside in that geographical region.
- 4.3 Nominees may not nominate themselves.
- 4.4 Nominations shall only be considered if nominee[s] have been seconded and meet all requirements stipulated by WGI.

5.0 VACANCY ON THE BOARD OF DIRECTORS

- 5.1 A vacancy during the term of office of a sitting Board Member may arise for a variety of reasons, including:
 - 5.1.1 Resignation;
 - 5.1.2 Removal of a director by the members for cause related to the duties and responsibilities of the position; or
 - 5.1.3 Was not filled during the election period.

- 5.2 If a Board Member leaves the Board before the completion of his/her term of office, or is elected to the position of chairperson, WGI shall organize a new election for a replacement delegate as soon as possible.
- 5.3 The new delegate shall complete the term of office of the position being replaced.
- 5.4 Completing someone else's term on the Board only counts as a term if the time served is more than two [2] years.
- 5.5 Should a Board Member-Elect decide not to take up the position on the Board, a new election shall take place upon the resignation or withdrawal of the Member-Elect.

6.0 ELECTION OF A CHAIRPERSON

- 6.1 The Chairperson is elected by the members of the Board from among its current members and for a term of two [2] years.
- 6.2 The Immediate Past Chairperson shall remain on the Board in a non-voting capacity for one [1] year.

7.0 AUXILIARY POSITIONS OF WGI

- 7.1 Brian Lennon, appointed by Dr. William Glasser as the founding Chair of the Board, shall have a permanent non-voting membership on the Board and may attend at his discretion.
- 7.2 The Executive Director is employed by WGI and has particular duties as negotiated and approved by the Board.
- 7.3 The Corporate Secretary is employed by WGI and has particular duties as negotiated and approved by the Board.
- 7.4 WGI shall review annually the positions of those it employs at the first face-to-face meeting during each calendar year. The WGI shall renew or replace positions depending on the needs of the corporation.

8.0 BOARD EXECUTIVE COMMITTEE MEMBERS AND DUTIES

- 8.1 Members

The members of the Board Executive Committee shall be comprised of:

- 8.1.1 Chairperson
- 8.1.2 Vice-Chairperson
- 8.1.3 Recording Secretary
- 8.1.4 Treasurer
- 8.1.5 Immediate Past Chairperson
- 8.1.6 Chairperson Emeritus [Brian Lennon]
- 8.1.7 Executive Director [Corporate President]

8.2 Duties of the Executive Committee

The duties of the WGI Executive Committee are to:

- 8.2.1 Prepare and process the agenda;
- 8.2.2 Manage the finances and budgets;
- 8.2.3 Receive reports on items from the Executive Director;
- 8.2.4 Address any specific sensitive subjects;
- 8.2.5 Ensure the adherence to the Constitution and By-Laws;

9.0 ATTENDANCE AT BOARD MEETINGS

- 9.1 Attendance at each board meeting is the responsibility of each board member.
- 9.2 It is the responsibility of the board member to inform the Chairperson if they are unable to adhere to the expectations of attendance and workload of board members.
- 9.3 The Chairperson shall contact the board member who misses two [2] consecutive board meetings to understand the situation and look for possible solutions about the board member's duties and responsibilities.
- 9.4 If a Board member misses three [3] consecutive meetings or more than 50% of meetings during the calendar year, the Chairperson gives notice that this situation shall be discussed at the next board meeting.
- 9.5 If the Chairperson resolves that the board member is unable to fulfill the duties and responsibilities, then the Board shall ask for a new election in the geographical region concerned.

10.0 PROCEDURES AT BOARD MEETINGS

- 10.1 A quorum consists of 60% of voting members present at the meeting.

- 10.2 The Chairperson, in concert with the secretary and input from members of the Board, shall set the agenda for each meeting.
- 10.3 Board agendas shall be forwarded to Board Members at least one [1] week prior to the scheduled meeting.
- 10.4 The secretary shall take Minutes of the meeting and forward them to Board Members no later than one [1] week following the meeting.
- 10.5 The Minutes are private to the Board and will also be posted on the website in the Board's private section until approved by the Board and signed by the Chairperson and Executive Director. Authorized electronic signatures shall be accepted.
- 10.6 The Executive Director shall post a copy of the approved Board Minutes on the website in the members' section.
- 10.7 Resolutions are put forward, seconded, discussed, and then offered to a consensual voting process when a quorum is present.
- 10.8 The voting consensual process may be found in APPENDIX 1.
- 10.9 Resolutions regarding policies and programs are posted on the WGI website for a period of fifteen [15] days in order to receive feedback prior to final adoption.
- 10.10 Resolutions shall be registered in a file to enable quick access, so marked: Date of Meeting, Resolution, Voting Results, and Action. This file is to be maintained by the Corporate Secretary.

11.0 EVALUATION AND REVIEW

- 11.1 This Policy shall be evaluated every three [3] years to ensure that any changes made by the Board are reflected accurately.
- 11.2 Any change or amendment to the Board Policy shall require a review of the entire policy to maintain consistency and coherence.

APPENDIX 1 VOTING CONSENSUAL MODEL

1. When an item has been sufficiently discussed, any member may form a resolution for consensus. Once stated, members indicate their initial level of agreement in the following way:
 - Indicating a five [5] means, *I have enthusiastic support for this idea and am willing to be the leader on its implementation.*
 - Indicating a four [4] means, *I am in full support of this decision and will help the leader with tasks as possible.*
 - Indicating a three [3] means, *I will support this decision and feel comfortable letting this proposal pass without further discussion.*
 - Indicating a two [2] means, *I am somewhat comfortable with the proposal but would like to discuss some of the issues.*
 - Indicating a one [1] means, *I have objections but I won't stop the process or block the group from continuing forward.*
 - Indicating a zero [0] means, *I am totally against this motion and cannot support it in any way. I need to talk more about the proposal and require changes for it to pass.*
2. When a vote results in an action requiring a person to lead the initiative, there must be at least one [1] person voting five [5] to be the 'leader' on its implementation.
3. In the case of no fives, a two, one or zero, further discussion will ensue.
4. After further discussion and possible revision, a **second vote** will be taken.
5. This process shall continue until the resolution is carried, postponed or cancelled in the case of two or more zeroes.
6. If there is still a zero, the **resolution does not carry**.
7. Before the next board meeting, a designated third party shall moderate a negotiation between the parties involved in the conflicting opinions seeking a win/win solution.

VOTING CONSENSUAL MODEL

8. If a solution is generated, that option shall be presented at the next board meeting as a new resolution for consideration.
9. If after a month, the average of the consensus numbers is equal to or greater than 4, then the resolution can carry.
10. Once a resolution is passed, it is a decision of the Board and all members are expected to support the resolution publically.
11. All official WGI policies and decisions shall be posted on the WGI website under the appropriate menu.

APPENDIX 2
STAGES IN PROCESSING POLICIES

STAGE 1

▪ **IDEA GENERATED.**

After board discussion, a vote is taken whether to develop the idea. The Board chooses an advocate for a proposal deemed worthy.

STAGE 2

▪ **ADVOCATE CHOSEN**

Discussion continues for no longer than three [3] months via the agreed forum. The Proposal Advocate presents a draft proposal and rationale to the board.

STAGE 3

▪ **POSTING ON WEBSITE**

The Proposal is posted on the WGI website for consultation and feedback from member organizations. Member Organizations offer feedback to the Executive Director which is forward to the Proposal Advocate within a period of one [1] month.

STAGE 4

▪ **FINAL APPROVAL**

The Proposal Advocate, on behalf of the working group, presents the program or policy to the board for final approval.

STATE 5

▪ **PUBLICATION ON THE WEBSITE**

The policy or program is considered to be official through the final posting on the WGI website.

STAGE 6

▪ **ANNUAL REVIEW**

The Board reviews all programs and policies annually.