



Missouri Music Educators Association
A Federated State Association of the National Association for Music Education

Missouri Music Educators Association

Whistle Blower Policy

The Missouri Music Educators Association is committed to operating in furtherance of its tax-exempt purposes and in compliance with all applicable laws, rules and regulations, including those concerning accounting and auditing, and prohibits fraudulent practices by any of its board members, officers, employees, or volunteers. This policy outlines a procedure for any member of the MMEA Board of Directors to report actions that the employee reasonably believes is in violation of a law, or regulation or that constitutes fraudulent accounting or other practices. This policy applies to any matter that is related to the Missouri Music Educators Association business and does not relate to private acts of an individual not connected to the business of the Missouri Music Educators Association

If a member of the Board of Directors has a reasonable belief that an employee or The Missouri Music Educators Association has engaged in any action that violates any applicable law, or regulation, including those concerning accounting and auditing, or constitutes a fraudulent practice, the employee is expected to immediately report such information to [the Executive Director]. If the member does not feel comfortable reporting the information to the Executive Director, he or she is expected to report the information to the [appropriate position].

All reports will be reviewed promptly, and an investigation conducted. In conducting its investigations, the Missouri Music Educators Association will strive to keep the identity of the complaining individual as confidential as possible, while conducting an adequate review and investigation.

The Missouri Music Educators Association will not retaliate against another member of the Board of Directors, or employee, in the terms and conditions of board position or employment because that member/employee: (a) reports to a supervisor, to the executive director, the Board of Directors or to a federal, state or local agency what the employee believes in good faith to be a violation of the law; or (b) participates in good faith in any resulting investigation or proceeding, or (c) exercises his or her rights under any state or federal law(s) or regulation(s) to pursue a claim or take legal action to protect the employee's rights.

The Missouri Music Educators Association may take disciplinary action (up to and including termination) against any board member or employee who in management's assessment has engaged in retaliatory conduct in violation of this policy.

[In addition, The Missouri Music Educators Association will not, with the intent to retaliate, take any action harmful to any member or employee who has provided to law enforcement personnel or to a court truthful information relating to the commission or possible commission by the Missouri Music Educators Association or any of its employees of a violation of any applicable law or regulation.]

Supervisors will be trained on this policy and The Missouri Music Educators Association's prohibition against retaliation in accordance with this policy.