

Minnesota Music Educators Association Mailing List and Privacy Policy

Approved by the Board of Directors January 11, 2008

MMEA annually gathers information on all music educators in Minnesota's K-12 schools, plus colleges and universities. The information is gathered from school districts and websites, and includes an educators name, school address, school phone number, school email address and teaching assignment (level and discipline). MMEA uses this information to identify trends in music education in Minnesota, and to notify the music education community of the services and programs available to them.

MMEA does not rent this list of educators to organizations that serve the music education community. In order to protect music educators from increasing amounts of mail and other contacts, MMEA has limited this practice. A mailing list rental policy is being approved by the Board of Directors to ensure that individuals have a way to opt out of this practice, and to ensure consistent practice in selling this information.

1. MMEA will only provide the music educators name and school mailing address. Email addresses and phone numbers will not be released under any circumstance.
2. Any individual can opt out of this practice by contacting the MMEA office. An individual would need to opt out of MENC list rental separately, but MMEA can facilitate a member's request to do so.
3. Annual notices regarding MMEA's practice of renting its list will be printed in the MMEA journal.
4. MMEA will only rent to organizations, and not to individuals.
5. The purpose of a mailing to educators must be to inform the educator about professional development opportunities, opportunities for teaching artists and/or arts series to complement the classroom, or products that can be used in delivering music education. MMEA retains the sole right to determine whether the purpose of the mailing is in accordance with this policy.
6. Organizations renting the list must agree to use the list one time only, and cannot transfer that information to any other organization or individual.

MMEA also rents the list of All-State students. Policies related to rental of the student list follow.

1. MMEA will only rent to colleges, universities or organizations.
2. The purpose of the mailing must be to inform the student about music performance or education opportunities, summer camps, or college admissions information including scholarship opportunities. MMEA retains the sole right to determine whether the purpose of the mailing is in accordance with this policy.
3. A student must opt in to receiving these mailings, and both the student and parent must give their permission for this to occur.
4. MMEA will only rent the student's name and home address, and will not provide email or phone numbers under any circumstance.
5. Organizations renting the list must agree to use the list one time only, and cannot transfer that information to any other organization or individual.