



EGAD - COPYRIGHT COMPLIANCE

It shall be the policy of the Board to comply with the 1976 copyright law, Title 17 U.S. Code, and with all guidelines and additions to the law. All district employees shall be expected to adhere to the provisions of the law, rules, and regulations concerning the use of copyrighted materials in all areas; e.g., print, computer software, audiovisual materials, music, electronic data, etc.

The district will also comply with Public Law 96-517, which grants the owner of a computer program the right to copy for archival purposes only (i.e., to serve as a backup in case the original is lost or destroyed), and to the guidelines pertaining to off-air taping for educational purposes set forth in the "Congressional Record" in October 1981 by Congressman Robert Kastenmeier, Chairman of the House of Representatives Judiciary Subcommittee on Courts, Civil Liberties, and Administration of Justice.

School employees who violate the copyright law or these regulations are liable for their own actions. Legal or insurance protection of the district shall not be extended to employees who violate copyright laws.

There shall be made available at the district level, as well as at the respective building levels, information on copyright infringement and "fair use" guidelines. To provide direction in determining "fair use" copying, the district will utilize "Copyright: Guidelines for the Use of Copyrighted Materials," which is produced by the Director of Media Technology, or a designee, and distributed to each school principal and media specialist. The building principal or district-level program director shall be responsible for establishing practices which will enforce this policy and the procedures outlined in "Copyright: Guidelines for Use of Copyrighted Materials" at each location.

Notices are required under the copyright law and shall be used in the school district:

- Notices shall be posted at all photocopy machines stating: "NOTICE: The copyright law of the United States (Title 17 U.S. Code) governs the making of photocopies or other reproductions of copyrighted material. The person using the equipment is liable for any infringement."
- Notices shall be posted in school media centers and other areas with audio, video, or computer equipment stating: "NOTICE: The copyright law of the United States (Title 17 U.S. Code) governs the making of reproductions of copyrighted material. The person using the equipment is liable for any infringement."

Adopted: March 1986

Revised: May 1988

Revised: November 27, 1995

LEGAL REFS:

17 U.S.C. 101, et. seq.

"Agreement on Guidelines for Classroom Copying in Not-for-Profit Educational Institutions," 3/19/76, printed as H.R. Rep. No. 1476, 94th Cong., 2d Sess. 81 (1976)

CONTRACT REF:

Employee Agreement, Guideline Ah030—Copyright Policy