

ARTICLE V. PERSONNEL

Section 25. Proprietary Information.

Staff members are encouraged to prepare scholarly articles, educational publications, manuals, and other written, audio, musical, theatrical, animated, artistic, or digital materials or the like to be considered for publication or distribution. Any works which reference the District require the prior written approval of the Superintendent.

Staff members who seek a copyright or patent interest in their work are subject to the following rules:

- A. Works developed within the scope of the staff member's specific job duties and responsibilities, or developed, created, prepared or finalized during the staff member's regular work hours or using District resources, data, facilities, technology, equipment, materials or supplies, are the exclusive property of the District. The District shall retain all rights and privileges pertaining to the ownership of those works.
- B. Works developed, created, prepared, or finalized by a staff member outside of their specific job duties and responsibilities, the staff member's regular work hours and without the use of District resources, data, facilities, technology, equipment, materials or supplies, may belong to the staff member.