

## REPRODUCTION OF COPYRIGHTED MATERIALS

It is the intent of the Board to delineate, enforce, and abide by the provisions of current copyright laws as they affect the District and its employees.

Copyrighted materials, whether they are print or nonprint, will not be duplicated unless such reproduction meets “fair use” standards or unless written permission from the copyright holder has been received.

Details about “fair use” will be made available to all teachers. A summary of these standards will be made easily available, at each machine used for making copies.

The Board does not sanction illegal duplication in any form. Employees who willfully disregard the District’s copyright position in violation of Board policy, do so at their own risk and assume all liability responsibility.

This policy pertains to computer software, as well as all other materials.

**Legal Reference:** Federal Copyright Law, PL 94-553

**Adoption Date:** September 14, 1987