

REPRODUCTION OF COPYRIGHTED MATERIALS

It is the intent of the Board to abide by the provisions of current copyright and intellectual property laws as they affect the school district and its employees. The superintendent or designee will create procedures to train employees on the law and monitor district compliance.

Copyrighted materials, whether they are print or non-print, will not be duplicated, reproduced, distributed or displayed for district-sponsored activities or by using district equipment except in accordance with the law.

Details about “fair use” and other relevant information regarding copyright law will be made available to all employees.

The Board does not sanction or condone illegal duplication, reproduction or distribution in any form. It is the responsibility of all district staff to notify the superintendent or designee of any potential violation of law or policy. Once notified of a violation, the superintendent or designee will take reasonable steps to remedy the violation. Employees who violate this policy may be disciplined or terminated. Students who violate this policy may be disciplined. All persons who use district resources in violation of law may be prohibited from using district resources in the future and will assume liability for their actions. The district may also seek other legal remedies.

Copyright Infringement Using District Technology

No person will use the district’s technology to post, publicize or duplicate information in violation of copyright law. The Board directs the superintendent and/or designee to take all reasonable measures to prevent the use of district technology in violation of the copyright law. All persons using district technology in violation of the copyright law may lose their user privileges in addition to other sanctions.

If a content owner reasonably believes that the district’s technology has been used to infringe upon a copyright, the owner is encouraged to notify the following designated agent immediately:

Coordinator, Assessment and Library Services
11097 St. Charles Rock Road
St. Ann, MO 63074
(314) 213-8007

The district will notify the U. S. Copyright Office of the designated agent’s identity. Further, the district’s web site will include information on how to contact the district’s designated agent and a copy of the district’s copyright policy. Upon notification, the district’s designated agent will take all actions necessary to remedy any violation. The district will provide the designated agent appropriate training and resources necessary to protect the district.

District Code: New

Cross References: IIADA, Computer Software Copyright
EHD-R-1, Employee Electronic Communication Policy
EHD-R-2, Student Electronic Communication Policy

Legal References: Federal Copyright Law of 1976 (17 U. S. Code, section 101 et seq)
Digital Millennium Copyright Act

Adopted: May 27, 1997
Reviewed: October 23, 2001
Revised: August 28, 2007