

SCHOOL DISTRICT OF BAYFIELD

COPYRIGHT

The Bayfield School District shall comply with all of the provisions of current copyright law and congressional guidelines.

Specifically:

Unlawful copies of copyrighted materials may not be made on District equipment.

Unlawful copies of copyrighted materials may not be used with District equipment, within District facilities or District functions.

The legal and insurance protection of the District will not be extended to employees who unlawfully copy and/or use copyrighted materials.

Employees who make copies and/or use copyrighted materials in their jobs are expected to be familiar with published provisions regarding fair use and public display. They are further expected to be able to provide their supervisor, upon request, the justification under sections 107 or 110 of USC 17 for materials that have been used or copied.

Employees who use copyrighted materials that do not fall within fair use for public display guidelines must be able to substantiate that the materials meet one of the following tests:

- 1) The materials were purchased from an authorized vendor by the employee or the District, and a record of the purchase exists;
- 2) The materials are copies covered by a licensing agreement between the copyright owner and the District or the individual employee; and
- 3) The materials are being previewed or demonstrated by the user to reach a decision about future purchase or licensing and a valid agreement exists that allows for such use.

LEGAL REF: Title 17, U.S. Code (1976)
Public law 96-517 (1980)
Technology, Education and Copyright Harmonization Act (2002)

Approved: March 12, 2007