



Use of Copyrighted Materials

Policy Number: 4.404	Monitoring Review: Annually
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Approved by: Lizzette Gonzalez Reynolds, Commissioner	

To define the fair and reasonable use of copyrighted work for educational purposes without the permission of the copyright owner and reduce the risk of copyright infringement the following guidelines are in effect:

1. All employees shall adhere to the provisions of the United States Code regarding the copying and/or the use of copyrighted materials;¹
2. In the case of computer software, the ethical and practical problems caused by computer software piracy shall be taught in all computer courses;
3. The superintendent shall establish specific regulations regarding the copying, distribution, and use of copyrighted materials for instructional purposes;¹ and
4. The principal of each school shall establish practices which will enforce this policy at the school level.

¹ 17 USCA §§ 106, 107, 110