

1 **St. Regis School District**

2
3 **INSTRUCTION**

2312

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5 Copyright

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7 The District recognizes that federal law makes it illegal to duplicate copyrighted materials
8 without authorization of the holder of the copyright, except for certain exempt purposes. Severe
9 penalties may be imposed for unauthorized copying or using of audio, visual, or printed materials
10 and computer software, unless the copying or using conforms to the fair use doctrine.

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12 Under the fair use doctrine, unauthorized reproduction of copyrighted materials is permissible
13 for such purposes as criticism, comment, news reporting, teaching, scholarship, or research.

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15 While the District encourages its staff to enrich learning programs by making proper use of
16 supplementary materials, staff must abide by District copying procedures and must obey the
17 requirements of law. Staff must not violate copyright requirements under any circumstances, in
18 properly performing their duties. The District will not be responsible for any violations of the
19 copyright law by its staff.

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21 A staff member should consult the administration when uncertain whether reproducing or using
22 copyrighted material complies with District procedures or is permissible under the law. The
23 administrator will assist staff in obtaining proper authorization to copy or use protected materials
24 when such authorization is required.

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28 Legal Reference: 17 USC 101 - 1010 Federal Copyright Law of 1976

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30 Policy History:

31 Adopted on: March 8, 2006

32 Revised on: