

**POWAY UNIFIED SCHOOL DISTRICT
BOARD POLICY**

Originator: Area Superintendent
Issue No: 3
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Reference: EC 35182, VSC Title 17

ARTICLE: 3.0 EDUCATIONAL PROGRAM

SECTION 3.28 USE OF COPYRIGHTED MATERIAL

All District staff shall adhere to the provisions of the federal copyright law and maintain the highest ethical standards in the use of copyrighted materials. The District shall provide no legal support to any employee who violates the copyright law. Infringement of this law by students is also prohibited and may result in disciplinary action.

The District does not sanction illegal use or unauthorized duplication of copyrighted materials in any form. District employees are hereby notified that willful infringement of the law may result in disciplinary action. When infringement has been a willful act of an employee of the PUSD, that employee may be personally liable for damages and the Board of Education and Superintendent of Schools may not indemnify (protect or exempt from loss or damage) the employee. Responsibility for compliance with copyright laws and guidelines lies with the **originator** (the person who requested) of materials to be copied, not with an employee reviewing or authorizing a duplicating order.

The Board recognizes that computer software piracy contributes to higher costs and decreases commercial incentives for the development of quality educational computer software. In circumstances where the interpretation of the copyright law is ambiguous, the District shall determine appropriate use of computer software by referring to the license agreement and/or policy statements contained in the software packages used in the District. Computer-related instruction for students and staff shall address the ethical and practical problems caused by software piracy.

The assistant superintendent, Business Support Services, shall be the only individual who may sign license agreements for software for District schools. Each school using licensed software shall have a signed copy of the software agreement.