

**POWAY UNIFIED SCHOOL DISTRICT  
BOARD POLICY**

**Originator:** Assoc. Superintendent, PSS

**Issue No:** 1

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**Page:** 1 of 1

**ARTICLE: 4.0 PERSONNEL SUPPORT SERVICES**

**Reference:** EC 32360-61, 35170,  
35182, 60076; LC 2870-72;  
FCL 17 USC 201, 201(a)

**4.1 GENERAL PERSONNEL PRACTICES**

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**SECTION 4.121 PUBLICATION OR CREATION OF MATERIALS**

The Governing Board recognizes that District employees may create copyrightable materials at work, at home, or both at work and at home. The development of copyrightable materials during, or in part during, the workday shall be approved by the Superintendent, or designee. However, the Superintendent's approval or lack of approval shall not affect the District's ownership of copyrights for materials developed during work hours.

Materials written or developed by an employee during the normal school day are considered District property.

Materials developed during both school and leisure hours are owned jointly by the employee and the District. In such cases, the Superintendent, or designee, shall ensure that a contractual agreement is made, clarifying the joint ownership. A partnership entity may be created to hold the copyright on behalf of both parties.

The Board may secure copyrights in the name of the District for all copyrightable works developed by the District.