

INSTRUCTIONAL RESOURCES:  
COPYRIGHTED MATERIAL

EFE  
(LOCAL)

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~~RENTED VCR  
FILMS~~

~~Films rented for use with a video cassette recorder shall be used in the classroom for education purposes only. No rented film that includes a notice that the film is intended for "home use only" shall be shown to a class for entertainment purposes.~~

**COPYRIGHT  
INFRINGEMENT**

**All persons are prohibited from using District technology in violation of any law including copyright law. Only appropriately licensed programs or software may be used with District technology. No person shall use the District's technology to post, publicize, or duplicate information in violation of copyright law. The Board shall direct the Superintendent or designee to employ all reasonable measures to prevent the use of District technology in violation of the law. All persons using District technology in violation of the law shall lose user privileges in addition to other sanctions.**

**The District shall notify the U.S. Copyright Office of the designated agent's identity. The District's website shall include information on how to contact the District's designated agent and a copy of the District's copyright policy. Upon notification, the District's designated agent shall take all actions necessary to remedy any violation. The District shall provide the designated agent appropriate training and resources necessary to protect the District.**

**ELECTRONIC  
MEDIA**

**If a content owner reasonably believes that the District's technology has been used to infringe upon a copyright, the owner may notify the designated agent.**

**To comply with copyright law, electronic media used in the classroom shall be for educational purposes only.**

**COMPUTER  
SOFTWARE**

Unless otherwise provided in the purchase agreement, a purchased computer program shall not be used as a "master" to make copies. A computer program may be legally copied only if:

1. Making a copy is an essential step in using the program (such as automatic copying into memory when a program is loaded); or
2. The new copy is a backup; backups cannot be used simultaneously with the original and must be erased if the original is resold.

~~District employees shall not use networking and booting (defined below) to accomplish multiple simultaneous use of a program without permission or unless the purchase agreement allows a specified multiple use of the single copy.~~ **District employees shall not use the same program on more than one computer at a time unless the purchase agreement or written permission from the vendor allows the District to network the program or allows other specified multiple use of the single copy.**

~~DEFINITIONS-~~ "Networking" is the process of using a single program in a single terminal that is connected to other terminals, permitting the program to be used simultaneously in more than one computer.

~~"Booting" is the process of loading a program into a computer terminal. Multiple use can be accomplished by loading the same program into several different terminals.~~

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**This online presentation of your district's policy is an electronic representation of TASB's record of the district's currently adopted policy manual. It does not reflect updating activities in progress. The official, authoritative manual is available for inspection in the office of the Superintendent. [See BF (LOCAL) for further information.]**