

SCHOOL DISTRICT OF WAUZEKA-STEUBEN

USE OF COPYRIGHTED MATERIALS

It is the intent of the School District of Wauzeka-Steuben to adhere to the provisions of the United States Copyright Act (Title 17 of the United States Code), the Digital Millennium Copyright Act of 1998, and any future congressional guidelines.

The District does not condone the illegal reproduction or use of copyright materials in any form, unless the copying or using conforms to the “fair use” doctrine. The District cannot be responsible for any violations of the copyright law by its staff, students, or any persons from the public using District facilities/equipment. Employees or students who willfully disregard this policy assume all legal and financial liability.

Any staff member or student who is uncertain as to whether reproducing or using copyrighted material is permissible under the law should contact the District Library Media Specialist. The District Library Media Specialist will provide guidance for the staff member or student in obtaining the information needed as to whether the reproduction or use of the copyrighted material is within the “fair use” guidelines. Staff members and students will be assisted in obtaining proper authorization to copy or use protected material when necessary.

The District Technology Coordinator shall be responsible for maintaining records regarding software licensing agreements.

Copies of Copyright Guidelines are available in the LMC and District Office. A copy is also posted near copy machines and/or other devices used for copying materials or information (i.e – computer labs, printers, etc.).

Legal References: PL 94-553 (Federal Copyright Law); PL 105-304 (Digital Millennium Copyright Act); PL 105-278 (Copyright Term Extension Act)

Cross References: Internet Safety and Acceptable Use 363.2

Adoption Date: 12/5/2005

Date Revised: 6/16/2025