

**COPYRIGHT COMPLIANCE**

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The Bangor School Committee expects all employees and students in the Bangor School Department to comply with the federal copyright law and guidelines. Employees and students who willfully disregard the law/guidelines and the Bangor School Committee's copyright policy and procedure do so at their own risk. The Bangor School Department will not extend legal and/or insurance protection to employees or students for willful violations of this policy. Such violations may also result in disciplinary action.

The Superintendent is responsible for implementing this policy and the accompanying administrative procedure. The Superintendent may delegate specific responsibilities to building principals and others as he/she deems appropriate.

The Bangor School Department will take the following steps to discourage violations of the copyright law in the school system:

- A. All instructional staff and school administrators shall receive a copy of this policy and the accompanying administrative procedure.
- B. Copyright notices shall be posted within view of copying equipment.
- C. Teachers and library media specialists shall be responsible for informing students about the legal and ethical issues raised by copyright infringement and illegal use of copyrighted materials.

Legal Reference:       17 U.S.C. § 101 et seq. (The Copyright Act of 1976)  
                              P.L. 107-273 (The TEACH Act of 2002)\*

Cross Reference:       IIAE-R – Copyright Compliance Administrative Procedure  
                              GCSA – Employee Computer and Internet Use  
                              IJNDB – Student Computer and Internet Use

\*The Technology, Education, and Copyright Harmonization (TEACH) Act updates copyright law in the area of digital distance education and, if its requirements are met, facilitates the use of copyrighted materials in digital distance education without having to obtain prior permission from the copyright owner. School units that perform or display copyrighted materials in digital distance learning programs must institute copyright policies and provide information to students and staff to promote copyright compliance.

ADOPTED:     August 24, 2011  
REVIEWED:    October 22, 2019

