

**MSBA Core Manual  
Basic Policy Management Services**

**Policy EGAA: COPYRIGHT COMPLIANCE**

**Status: ADOPTED**

**Original Adopted Date: 05/01/2025 | Last Reviewed Date: 05/01/2025**

**July 17, 2025**

The Dent-Phelps R-III School District will abide by the provisions of current copyright and intellectual property laws.

Copyrighted materials will not be duplicated, reproduced, distributed, or displayed for district-sponsored activities or by using district equipment except in accordance with law.

The superintendent or designee will monitor district compliance. The district will provide all employees with details about "fair use" for instructional use for in-person and virtual education settings and other relevant information regarding copyright law. The district will post a summary of these standards or otherwise make them easily available at each machine used for making copies and in conjunction with instructional technology resources provided to staff and students.

The board does not sanction or condone illegal duplication, reproduction, or distribution of copyrighted material in any form. All district staff are required to notify the superintendent or designee of any potential violation of law or policy. Once notified of a violation, the superintendent or designee will take reasonable steps to remedy the violation. Employees who violate this policy may be disciplined or terminated. Students who violate this policy may be disciplined. All persons who use district resources in violation of law may be prohibited from using district resources in the future and will assume liability for their actions. The district may also seek other legal remedies.

### **Copyright Infringement Using District Technology**

All persons are prohibited from using district technology in violation of any law, including copyright law. Only appropriately licensed programs or software, or material otherwise permitted by limited instructional use authorizations under copyright law, may be used with district technology. Further, no person will use the district's technology to post, publicize, or duplicate information in violation of copyright law. The board directs the superintendent or designee to take all reasonable measures to prevent district technology misuse that violates law. All persons using district technology in violation of law may lose their user privileges in addition to other sanctions.

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Dent-Phelps R-III School District, Salem, Missouri

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

<b>Federal</b>	<b>Description</b>
17 U.S.C. §§ 101-117	<a href="#">Copyright</a>

**Cross References**

<b>Code</b>	<b>Description</b>
IIAC	<a href="#">INSTRUCTIONAL MEDIA CENTERS/SCHOOL LIBRARIES</a>
IIAC-AF(1)	<a href="#">INSTRUCTIONAL MEDIA CENTERS/SCHOOL LIBRARIES - (Consent for Disclosure of Library Records)</a>
JG	<a href="#">STUDENT DISCIPLINE</a>
JG-AF(1)	<a href="#">STUDENT DISCIPLINE - (Receipt of Student Handbook)</a>
JG-AF(2)	<a href="#">STUDENT DISCIPLINE - (Initial Referral)</a>
JG-AF(4)	<a href="#">STUDENT DISCIPLINE - (Letter for Suspensions of Ten or Fewer Days)</a>
JG-AF(5)	<a href="#">STUDENT DISCIPLINE - (Letter for Suspensions of Ten or Fewer Days and Recommendation of More than Ten Days)</a>
JG-AF(6)	<a href="#">STUDENT DISCIPLINE - (Letter for Suspensions of 11-181 Days)</a>
JG-AF(7)	<a href="#">STUDENT DISCIPLINE - (Superintendent Review/Hearing Preparation Checklist)</a>
JG-AF(8)	<a href="#">STUDENT DISCIPLINE - (Acknowledgment of Request for Hearing)</a>
JG-AF(9)	<a href="#">STUDENT DISCIPLINE - (Letter to Parents Recommending Suspension of More than 181 Days or Expulsion)</a>
JG-AF(10)	<a href="#">STUDENT DISCIPLINE - (Letter to Parents Recommending Expulsion)</a>
JG-AF(11)	<a href="#">STUDENT DISCIPLINE - (Notice of Charges for Suspension Greater than 180 Days or Expulsion)</a>
JG-AF(12)	<a href="#">STUDENT DISCIPLINE - (Waiver of Right to Hearing)</a>
JG-AF(13)	<a href="#">STUDENT DISCIPLINE - (Final Administrative Adjudication)</a>
JG-AF(14)	<a href="#">STUDENT DISCIPLINE - (Expulsion Notice)</a>

