



Educational Services That Transform Lives

First Supervisory District of Suffolk County  
201 Sunrise Highway  
Patchogue, New York 11772

# Board Policy

## Use of Copyrighted Materials

It is the intent of the Board to abide by the provisions of the United States Copyright Law (Title 17, United States Code, §101, et seq.).

All employees are prohibited from copying materials not specifically allowed by the copyright law, fair use guidelines, licenses or contractual agreements, or the permission of the copyright proprietor.

Any employee who willfully disregards the copyright policy shall be in violation of Federal Copyright Laws and Board policy and shall assume all liability.

Regulations and procedures shall be developed by the administration detailing what can and cannot be copied. Appropriate copyright notices will be placed on or near all equipment used for duplication.

### References:

- Title 17, United States Code §101, et seq.

First Adopted: 7/1/03  
Readopted: 7/11/07