

## **Use of Copyrighted Materials**

Central Rivers AEA shall abide by the provisions of the copyright laws enacted by the federal government and related policies as they affect Central Rivers AEA and its employees and students.

In so doing, the board recognizes that federal law makes it illegal to duplicate copyrighted materials without authorization of the holder of the copyright, except for certain exempt purposes. Severe penalties may be imposed for plagiarism, unauthorized copying or using of media, including, but not limited to, print, electronic and web-based materials, unless the copying or using conforms to the "fair use" doctrine.

No Agency property will be used in violation of the copyright law or in violation of Agency procedures pertaining to the copyright law. The Agency will be considered the owner and the possessor of all rights to materials that are created or prepared by Agency employees within the scope of their employment by the Agency.

The Chief Administrator or designee will be responsible for administering this policy and establishing administrative procedures for the implementation and compliance with the copyright policy.

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