

Urban Pathways K-5 College Charter School

Board of Trustees Policy

COPYRIGHT MATERIAL POLICY

The Board of Trustees (“Board”) of the Urban Pathways K-5 College Charter School (“Charter School”) recognizes that applicable laws make it illegal for anyone to duplicate copyrighted materials without permission. The Board further acknowledges that severe penalties are provided for unauthorized copying of audio, visual, or printed materials unless the copying falls within the bounds of the “fair use” doctrine.

Under the “fair use” doctrine, unauthorized reproduction of copyrighted materials is permissible for such purposes as criticism, comment, news reporting, teaching, scholarship, or research. In determining whether the use of a work is a “fair use,” factors to be considered shall include, without limitation:

- a) The Purpose and Character of the Use. The use must be for such purposes as teaching or scholarship and must not be of a commercial nature.
- b) The Nature of the Copyrighted Work. Staff may make *single* copies of: book chapters for use in research, instruction or preparation for teaching; articles from periodicals or newspapers; short stories, essays or poems; and charts, graphs, diagrams, drawings, cartoons or pictures from books, periodicals or newspapers.
- c) The Amount and Substantiality of the Portion Used in Relation to the Copyrighted Work as a Whole. Copying the whole of a work cannot be considered fair use.
- d) The Effect of Use Upon The Potential Market For Or Value of The Copyrighted Work. If resulting economic loss to the copyright holder can be shown, even making a single copy of certain materials may be an infringement, and making multiple copies presents the danger of greater penalties.

Staff may make copies of copyrighted Charter School materials that fall within established administrative guidelines. Where there is reason to believe the material to be copied does not fall within the administrative guidelines, prior permission shall be obtained from the Chief Executive Officer.

Staff members who fail to follow this policy may be held personally liable for copyright infringement.

Administration and staff shall be responsible for instructing students in fair copyright practices and academic integrity, including guidance on citing resources appropriately.

It is the policy of the Charter School that all professional materials produced by employees, in execution of official duties, shall be protected by copyright. The copyright shall be in the name of Charter School.

All questions and requests regarding the implementation of this policy are to be referred to the President of the Board of Trustees.

TO THE EXTENT THAT ANYTHING IN THIS POLICY COULD BE CONSTRUED TO CONFLICT WITH APPLICABLE STATE AND/OR FEDERAL LAWS, THE APPLICABLE STATE AND/OR FEDERAL LAWS CONTROL. THIS POLICY IS NOT INTENDED TO CONFLICT WITH CHARTER REQUIREMENTS.