

INSTRUCTIONAL SERVICES AND RESOURCES, COPYRIGHT

The Alloway Township Board of Education believes that personnel and materials appropriate to the needs of the school program must be available to each student and teacher.

To be in compliance with the requirements of federal law, the board of education directs the superintendent to distribute curriculum materials and instructional supplies to the school in such a way that equivalence of such materials is ensured among the grade levels. Staff assignments shall comply with this directive.

When a school fails to achieve adequate yearly progress as defined by the state for two consecutive years, all provisions in federal law shall be followed.

The board will endeavor to provide the supportive resources and personnel necessary for teachers to implement the approved curriculum in their classrooms and work effectively with children.

It will be the administration's responsibility to set up and maintain such central services for curriculum materials, including audiovisual materials, as are needed, and appropriate channels through which teachers and students will be supplied with these resources.

In addition, there will be a media resource center and media specialist to offer children instruction and teachers assistance in selecting and using learning resources.

Copyright

Staff members are directed to adhere to provisions of the United States Copyright Law (Public Law 94-553). The following procedures in order to prevent copyright infringement and to operate legally and to discourage violation of this law:

- A. Administrators with responsibility for the equipment such as audio and video recorders, computers and any other technology capable of reproducing copyrighted materials will take responsible steps to inform staff of the appropriate and legal application of their use;
- B. Information about the United States Copyright Law (Public Law 94-553) will be available to all employees. Ignorance of the law shall not be an excuse for violation of the law;
- C. No board of education facility or equipment may be used to violate copyright laws, regulations or guidelines.
- D. Willful infringement of the law by employees may result in disciplinary action;
- E. Legal and insurance protection will not be extended to employees who willfully violate copyright law and policies.

In accordance with of the United States Copyright Law (Public Law 94-553) copying of all copyrighted material, software, Internet materials, and videotaping material is prohibited. Furthermore, all videotaping of broadcast television programs must comply with the guidelines for the Congressional Record, October 14, 1984. The board directs the superintendent to enforce this copyright policy. Staff members found to be in violation of copyright laws may be subjected to disciplinary action.

Adopted:

November 28, 1995

INSTRUCTIONAL SERVICES AND RESOURCES, COPYRIGHT (continued)

Revised: November 26, 2002, December 16, 2003  
 NJSBA Review/Update: January 2020  
 Readopted:

Key Words

Instructional Services, Instructional Resources

**Legal References:** N.J.S.A. 18A:34-1 Textbooks; selection; furnish free with supplies; appropriations  
N.J.A.C. 6A:7-1.4 et seq. Responsibilities of the district board of education  
N.J.A.C. 6A:8-2.1 Authority for educational goals and standards  
N.J.A.C. 6A:30-1.1et seq. Evaluation of the Performance of School Districts

Every Student Succeeds Act, Pub. L. 114-95, 20 U.S.C.A. 6301 et seq.

**Possible**

**Cross References:** \*3220/3230 State funds; federal funds  
 \*4113/4213 Assignment; transfer  
 \*5145.4 Equal educational opportunity  
 \*6121 Nondiscrimination/affirmative action  
 \*6141 Curriculum design/development  
 \*6142.2 English as a second language; bilingual/bicultural  
 \*6161.1 Guidelines for evaluation and selection of instructional materials  
 \*6171.3 At-risk and Title 1  
 \*6171.4 Special education

\*Indicates policy is included in the Critical Policy Reference Manual.