

Use of Proprietary Software

It is the intent of the Board of Education to adhere to the provisions of copyright law and publishers' license agreements, including trade secret provisions, in the area of proprietary software products. Proprietary products are those made or marketed by persons having exclusive manufacturing and sales rights, who may or may not be the copyright holders. Therefore, persons may use or cause to be used on school District computing equipment only software that is included in one of the following categories:

1. Public domain (i.e., uncopyrighted) software.
2. Software covered by a licensing agreement with the software author, authors, vendor, or developer, as applicable.
3. Software purchased by the District, with a record of purchase on file.
4. Software purchased by the user, with a record of purchase available for verification.
5. Software donated and officially accepted by the Board of Education.
6. Software being reviewed or demonstrated by the users in order to reach a decision about possible future purchase, license, or acceptance of a donation.
7. Software written or developed by an employee for use by the school or to assist in training school District staff.
8. Software developed by a non-employees under contract to the school District for use by the school District or to assist in training school district staff.

None of the software in the categories listed above may be used or obtained in violation of copyright law or licensing agreements.

Licensing agreements or other forms of documentation covering software shall be kept on file at the location where the software is used.

Legal Reference: Public Law 94-553, Title 17, The Copyright Act of 1976, 17 U.S.C. 101 et seq.

Policy adopted: June 10, 2015