**Use of Copyrighted Materials Policy 5004**

Kenosha Enhanced Technology Curriculum High School (“KTEC High”) intends and expects that copyright laws will be observed at KTEC High. Specifically, no person shall unlawfully duplicate, reproduce, distribute, or display copyrighted materials in connection with any KTEC High-sponsored activity, on KTEC High property, or using KTEC High equipment or technology resources. In addition, only appropriately licensed software, programs, and applications shall be used with KTEC High’s technology resources or to otherwise conduct KTEC High programs or operations.

KTEC High expects all staff members and students to follow applicable legal requirements and KTEC High guidelines as to the use of copyrighted materials of all types and formats (including materials in electronic/digital formats). Staff members and students are also expected to actively seek guidance and direction from an administrator in the event of any uncertainty regarding the appropriate and lawful use of copyrighted materials.

KTEC High administration shall (1) to implement initiatives intended to inform staff members and students about the appropriate use of copyrighted materials; and (2) to promote consistent adherence to applicable requirements and guidelines. KTEC High guidelines shall describe the general boundaries of the limited “fair use” exception that is found in the copyright law (e.g., guidelines for staff for the recording and use of broadcast programming for educational purposes) and may include such other information as the administration deems appropriate.

Possible violations of copyright laws occurring within KTEC High may be brought to the attention of the principal or designee. The principal or designee shall then ensure that any confirmed violation is promptly remedied.

Copyright violations can lead not only to KTEC High-imposed consequences but also to legal consequences. To the extent consistent with applicable law, a person who commits copyright infringement while using KTEC High equipment may incur individual and personal liability for their actions.

Legal

17 U.S.C. 101 et seq.

Adopted August 23, 2021