

## Copyrights and Patents

The Board asserts the district's proprietary rights to publications, instructional materials, and other devices prepared by district employees during their paid work time. The Board also recognizes the importance of encouraging its professional staff to engage in professional writing, research, and other creative endeavors. Publications, articles, materials, models, and other items produced by district personnel for district use with district time, money, and facilities as part of their job responsibilities remain the property of the district.

The district will apply for copyrights and patents when deemed appropriate by the superintendent.

In the event that an employee produces items described above partly on his or her own time and partly on district time, the district reserves the right to claim full ownership. The employee, however, may petition the district for assignment of copyright or patent rights. Employees will not attempt to copyright or patent such items without the knowledge and consent of the superintendent.

Employees who intend to make application to patent or copyright any item will furnish to the superintendent full, complete and prompt information and disclosure with respect to any such item.

If the district does not take appropriate action to seek a patent or copyright within three months after full disclosure by the employee involved, the district will be deemed to have waived and relinquished any interest in the item.

END OF POLICY

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### Legal Reference(s):

Copyrights, Title 17, as amended, United States Code; 19 CFR Part 133 (2001).  
Patents, Title 35, as amended, United States Code.

### Cross Reference(s):

EGAAA - Reproduction of All Copyrighted Materials