

Utilization of District Computer Software

District policy regarding the use of personal computer software.

1. The district licenses the use of computer software from a variety of outside companies. The district does not own this software or its related documentation and unless authorized by the software developer, does not have the right to reproduce it except for backup purposes.
2. With regard to Client/Server and network applications, the district employees shall use the software only in accordance with the license agreements.
3. The district employees shall not download or upload unauthorized software over the Internet.
4. The district employees learning of any misuse of software or related documentation with the district shall notify the department manager or the district's legal counsel.
5. According to applicable copyright law, persons involved in the illegal reproduction of software can be subject to civil damages and criminal penalties including fines and imprisonment. The district does not condone the illegal duplication of software. The district employees who make, acquire, or use unauthorized copies of computer software shall be disciplined as appropriate under the circumstances. Such discipline may include termination.
6. Any doubts concerning whether any employee may copy or use a given software program shall be raised with the employee's supervisor proceeding.

END OF POLICY

Legal Reference(s):

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2006); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2006).
Protection of Pupil Rights, 20 U.S.C. § 1232h (2006); Student Rights in Research, Experimental Programs and Testing, 34 C.F.R. Part 98 (2006).