PUBLICATIONS

The school board recognizes certain proprietary rights to publications, instructional materials, and devices prepared by employees unless such materials are prepared by employees on their own time and without use of school facilities and/or equipment. The board also recognizes the importance of encouraging professional development and of sharing new developments with other school systems, and it is aware that professional publication of materials by staff members serves to enhance the reputation of the school district. Therefore the board authorizes the Superintendent of Schools to review materials prepared by staff members prior to copyright or patent for subsequent publication or distribution and to determine if a waiver for all or part of the district’s proprietary rights.

Materials prepared by an employee may not be purchased by the district unless such material may be purchased free of copyright or royalty charges.

The board authorizes the Superintendent of Schools to sell instructional materials which have been prepared by the school district to other school systems, organizations, or commercial firms and/or to obtain copyright in the name of the district.
PROFESSIONAL RESEARCH AND PUBLICATION

Textbooks or other learning materials resulting from a work assignment and developed during a paid work time of a professional staff member shall be reviewed by the Superintendent of Schools to determine the proprietary rights of the school district. Professional employees who desire a copyright or patent and to market materials prepared partially on school time, shall submit a copy of such materials to the Superintendent of Schools for review. The material should be accompanied by the following information.

a. Names of persons who participated in the preparation of the material.

b. The percentage of school time and/or materials spent by these persons during the preparation.

c. A statement as to the extent royalties will be waived in any purchases of the material which may be made by the school district.

The final decision regarding whether the materials result from a work assignment and to the extent the district’s proprietary rights will be waived, rests solely with the Superintendent of Schools.