

# FAIRVIEW SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: COPYRIGHT/PRIVACY OF WEBSITES

ADOPTED: June 15, 1998

REVISED:

## 815.1. COPYRIGHT/PRIVACY OF WEBSITES

All graphics, icons, pictures, sounds, or other media related items used on the Fairview School District Websites will have a form of copyright assignment. An assignment consists of the following (depending on each case):

1. Media created by web team will not require any form.
2. Media created by someone, not involved with the web team, for a website, must have a document signed and dated by the creator, and parent or legal guardian if the creator is a minor, that assigns all of the creator's rights to the image and grants copyright to the Fairview School District.
3. All other situations must have a copy of the free-usage document from the source. Any special requirements (such as, but not limited to, mentioning the original artist's name on the website) will be upheld in the site's overall copyright page.

Whoever is responsible for following copyright procedure must continually note any changes in the copyright policy of the original source.

### Appearance Of Individuals On District Websites

Before an individual's picture, name, or any other form of mentioning an individual, is published on the site, a permission slip must be obtained, signed by a parent or legal guardian (if the individual is a minor) and the individual. If at any time, the parent, legal guardian, or individual changes his/her mind as to the individual appearing on the website, the web team will remove all references to the individual from the site at the earliest possible time. A permission slip shall not be required for individuals who are not district students or employees and who are public figures, including elected officials.