

## Copyright and Educational Media Policy Agreement

**This form is included in the acknowledged documents as part of the beginning-of-the-year Required Courses.**

As a means of implementing copyright and educational library media regulations, the Santa Rosa County School Board has adopted policies in accordance with Florida Statutes and the Santa Rosa County Library Media Handbook. All personnel are responsible for knowledge and adherence to the following:

1. Santa Rosa County School Board Policy:  
[3.52 Copyrighted Materials](#)  
[4.22 Educational Media Materials Selection](#)
2. Obtain approval from the principal for use of instructional materials from outside sources, including digital resources, PRIOR TO USE IN THE CLASSROOM. This includes any material that is not approved for the district or school collection. See [Piloting or Purchasing Digital Instructional Resources](#) for more information.
3. Rigorously adhere to the interest and rights of copyright. Copyright is a form of protection provided by the laws of the United States (Title 17, U.S. Code) to the authors of "original works of authorship." This protection is available for both published and unpublished works.

I have received training in copyright procedures adopted by the Santa Rosa County School District. I understand my responsibilities regarding copyright laws. I also understand my responsibility in evaluating any educational material that I use in my classroom. I understand that the Santa Rosa County School District has provided [an online copyright manual](#) as well as videos should I need additional information. I agree to abide by the policies set forth by Santa Rosa County School District.