

<p style="text-align: center;">CASWELL COUNTY SCHOOLS BOARD OF EDUCATION POLICY</p>	<p style="text-align: center;"><u>PERSONNEL</u> Professional Publishing</p>	<p style="text-align: center;">799</p>
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Board employees are encouraged to write and prepare professional material for publication in their area of expertise. Employees who prepare material on their own time are not required to submit such material for review prior to publication. Such material becomes the property of the individual and may be published under his/her name.

When original materials are developed by employees or staff committees as a part of a special assignment for which they are paid, the district will have sole rights in matters of publication or reproduction. However, the district will clearly recognize and note the identity of the employee(s) who created the materials.

In situations where the proprietary rights to material is in doubt, for example, when original instructional materials have been developed partially as part of a paid assignment and partially during the staff member's own time, arrangements will be made for the appropriate assignment of rights and any profits.

However, a staff member may use his/her background or knowledge of district programs and operations in professional writing of any type, without the Board claiming any rights to the materials or authority to approve them prior to publication, except that articles purporting to represent district policy will be cleared by the Superintendent who may, if the subject warrants, seek Board clearance.