

TRUMBULL PUBLIC SCHOOLS  
BOARD OF EDUCATION  
POLICY MANUAL

SECTION: **4000**  
CATEGORY: **Personnel—Certified and  
Non-Certified**  
POLICY CODE: **4132/ Professional  
Scholarship/Ownership**

## PROFESSIONAL SCHOLARSHIP/OWNERSHIP

### Policy Statement

It is the policy of the Trumbull Public Schools to reward teachers for scholarly efforts. The Trumbull Board of Education recognizes the importance of encouraging its professional staff to engage in professional writing, research and other creative endeavors. The aim of this policy is to create an atmosphere that facilitates academic excellence and to encourage the professional staff to pursue studies and/or projects that lead to ownership and qualifies for copyright status.

Adopted: 5/94  
Proposed Revision: 06/03/08

**Regulations**

The Board reserves the district's proprietary right to publications, instructional materials and other devices prepared by district employees during their paid work time.

Publications, articles, materials, models and other items produced by district personnel for district use with district time, money and facilities as part of their job responsibilities remain the property of the district.

The district will apply for copyrights and patents when deemed appropriate by the Superintendent and/or his/her designee.

In the event that an employee produces items described above partly on his or her own time and partly on district time, the district reserves the right to claim full ownership. The employee, however, may petition the district for assignment of copyright or patent rights. Employees will not attempt to copyright or patent such items without the knowledge and consent of the Superintendent.

All work which qualifies (research, etc.) for personal ownership should be accomplished outside the normal school day. District materials or hardware may be used according to availability.

Employees who intend to make application to patent or copyright items will furnish to the Superintendent full, complete and prompt information and disclosure with respect to any such item.

If the district does not take appropriate action to seek a patent or copyright within three (3) months after full disclosure by the employee involved, the district will be deemed to have waived and relinquished any interest in the item.

Adopted: 06/03/08

**Reference**

- Trumbull Board of Ed Policy – Copyright, Policy Code 4132.1
- Trumbull Copyright Manual – 1994