

**North Orange County Regional Occupational Program**  
**PUBLICATION OR CREATION OF MATERIALS**  
**ROP BP 4132**  
**BP 4232**  
**BP 4332**

## **Policy**

### **All Personnel**

The Governing Board recognizes that ROP employees may create copyrightable materials at work, at home, or both at work and at home. The development of copyrightable materials during, or in part during the work day, shall be approved by the Superintendent or designee. However, the Superintendent's approval or lack of approval shall not affect the ROP's ownership of copyrights for materials developed during work hours.

Materials written or developed by an employee during the normal work day are considered ROP property.

Materials developed during both work and leisure hours are owned jointly by the employee and the ROP. In such cases, the Superintendent or designee shall ensure that a contractual agreement is made, clarifying the joint ownership. A partnership entity may be created to hold the copyright on behalf of both parties.

The Board may secure copyrights in the name of the ROP for all copyrightable works developed by the ROP. All royalties or revenues from these copyrights shall be used for the benefit of the ROP.

The Board may market or license any non-educational electronic software developed by the ROP. Proceeds from marketing or licensing shall be used exclusively for educational purposes.