## 3455.

## **PRINTING AND DUPLICATING 3455**

Unauthorized reproduction and/or use of certain copyrighted materials are illegal and unethical, and all certified and classified personnel are cautioned that violations of the copyright laws may result in criminal or civil suits and/or suspension or dismissal from employment in the district.

For the protection of staff members and the Meriden Public Schools against legal redress for alleged violations of the copyright laws, the person making the reproduction must be certain that the action is within the law. When an individual is not certain, the Supervisor of Library/Media Services should be contacted to ascertain whether such copying is "permitted" use.

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