



## 596 Academic Honesty

### I. Background

Academic Honesty promotes personal integrity and good practice in teaching, learning, and assessment. Academic honesty shall be expected of all students, and teachers should be role models of this trait. Academic honesty is supported by several of the IB Learner Profile traits, which encourages students to be:

- A. Communicators: Expressing ideas and information in the student's own words
- B. Principled: Acting with integrity and honesty, taking responsibility for their own actions
- C. Caring: Having respect for published ideas and information
- D. Knowledgeable: Acquiring knowledge and developing understanding

Guidance for this policy and definitions of terms come from International Baccalaureate Organization.

### II. General Statement of Policy

The school district places a high value on academic honesty. The school district shall establish procedures to communicate expectations of academic honesty and prevention of malpractice, including plagiarism, cheating, and collusion. The school district shall establish consequences for academic malpractice, including reporting instances to the International Baccalaureate organization when appropriate.

### III. Definitions

- A. **Academic Honesty** is a set of values and skills that promote personal integrity and good practice in teaching, learning, and assessment. This is further defined as respect for the intellectual property of others and submission of only authentic pieces of work with the ideas of others fully acknowledged.
- B. **Malpractice** is behavior that results in a student gaining an unfair advantage over others. Malpractice includes plagiarism, collusion, duplication of work for multiple assessments, fabrication of data, accessing unauthorized material during an examination, or any other behavior that results in an unfair advantage or affects the score of another student.

- C. **Intellectual Property** includes different forms of property rights, such as patents, registered designs, trademarks, moral rights, and copyright. Forms of intellectual and creative expression must be respected and are protected by law.
- D. **Plagiarism** is the representation of the ideas or work of another person as the student's own, including copying text or works of art without proper acknowledgement.
- E. **Collusion** is defined as supporting malpractice by another student, including allowing one's work to be copied or submitted by another.

#### IV. Role of School District

It is the responsibility of the school district to ensure that students understand academic honesty, receive guidance on academic writing and research, and know the consequences of malpractice. The school district shall also fully support the IB in the prevention, detection, and investigation of malpractice in the Diploma Programme.

#### V. Role of Teachers

##### A. Prevention

Teachers shall provide candidates with a convention for acknowledging all sources with an organized and consistent approach across subjects. Teachers shall provide guidance to students on proper ways to express the work and ideas of others and warn students of the consequences of academic dishonesty.

##### B. Detection and Reporting

1. It is the responsibility of the teacher to confirm that, to the best of his or her knowledge, all work accepted is the authentic work of each student. Teachers are encouraged to make use of online services that prevent plagiarism.
2. Diploma Programme teachers shall follow the guidelines of the IB when authenticating the work of candidates and report suspicions of malpractice to the coordinator.

##### C. Support of Policy

1. Teachers shall support and act on the school policy. Teachers shall model good academic practice by practicing appropriate citation of sources in lectures and class presentations.
2. In addition, improper conduct by staff during IB examinations (internal or external) shall be brought to the attention of the IB.

## **VI. Role of Students**

- A. The student is responsible for ensuring that all work submitted is authentic, with the work and ideas of others fully and correctly acknowledged.
- B. Diploma Programme candidates are required to provide their signature on all work submitted to the International Baccalaureate for assessment to confirm that the work is authentic.

## **VII. Communication of Policy**

- A. This policy shall be available to students, parents, and staff on a school district maintained website.
- B. The policy shall be distributed to International Baccalaureate candidates before beginning the Diploma Programme and followed by reminders throughout the programme.

## **VIII. Consequences of Malpractice**

- A. Consequences for academic dishonesty are addressed in each school's discipline policy and shall be handled accordingly.
- B. Instances of malpractice for Diploma Programme candidates shall be reported to and investigated by International Baccalaureate with cooperation by school administration, the IB coordinator, and the teacher(s) and student(s) involved.

### ***SCHOOL BOARD ACTION***

Adopted as Policy April 20, 2010

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