



John F. Kennedy Middle School

Academic Integrity Policy



At John F Kennedy Middle School, both students and staff recognize the significance of honesty and integrity within our school's culture and climate. Aligned with the principles of the International Baccalaureate Organization, we affirm that academic honesty entails a set of values and skills fostering personal integrity, effective teaching, learning, and assessment practices. We encourage our school community to adopt and embody the attributes of the IB Learner Profile, exemplifying the academic honesty standards we aspire to maintain at John F. Kennedy Middle School.

Students who demonstrate Academic integrity are:

- Inquirer - One who possesses the skills to conduct inquiry, research, and show independence in work.
- Knowledgeable - One who explores concepts across a broad and balanced range of disciplines.
- Principled - One who acts with integrity and honesty and takes responsibility for their own actions.
- Open-minded - One who is open to other perspectives and evaluates a range of points of views.
- Risk Taker - One who has the independence to explore new ideas and strategies.
- Communicator - One who can express ideas and concepts clearly and articulately.

Academic Expectations:

At John F. Kennedy Middle School, students are obligated to fulfill the Program Eligibility Requirements outlined in the Choice Booklet, along with the subsequent academic expectations. It is imperative for students to uphold a minimum GPA of 2.0 to sustain enrollment in the Choice Program. Failure to meet these requirements will result in being placed on Academic Probation.

Attendance Expectations:

Students with 10 or more unexcused absences may be placed on Probation during the following semester. A student who continues to accrue excessive unexcused absences while on Probation may be dismissed from the Choice Program.

Conduct Expectations:

At John F. Kennedy Middle School, students are required to adhere to both school rules and the Palm Beach County School District Code of Conduct. The expectation is that their behavior not only contributes to their individual academic success but also plays a role in the success of their fellow students within the school community. Acknowledging that accruing level two discipline referrals in a marking period may lead to probation and that violating the probation contract could result in removal from the Choice Program and assignment to their zoned school.

Recognizing the seriousness of a level three (or four) code of conduct violation, students understand that such instances will prompt a referral to an Exit Committee. This committee will assess whether dismissal from the Choice Program is warranted based on the circumstances surrounding the violation.

Choice Probation and Exit Process:

Students may be placed on probation if they fail to follow the Choice Program's academic, attendance or conduct expectations. The terms and conditions of probation will vary depending on the individual needs of each student and will be fully outlined in a Probation contract between the student and the school's administration.

1. I understand that failure to correct the cause(s) of probation in the next semester may result in the dismissal from the Choice Program, and if applicable, the school.
2. I understand that if I am dismissed from a Choice Program, I will forfeit the right to apply for a Choice Program at this school in the future. If I am not zoned to attend **John F. Kennedy Middle School**, I must register at my zoned school.
3. If I wish to exit the Choice Program voluntarily and do not reside in the attendance boundary for the school, I must register at my zoned school, regardless of my grade level.
4. All Choice and Exit procedures will follow the most recently adopted Board Policy 5.016.
5. I have received and reviewed this Choice Student Contract and understand the academic, attendance and conduct expectations of students participating in Choice programs.

Please **circle one** the choice program you have been accepted in below:

International Baccalaureate

Pre culinary

Pre information Technology

Parent name Parent

Legal Guardian Signature

Date

Student name

Students Signature

Date

Current Grade Level



Academic Integrity Policy

John F. Kennedy Middle

School Suncoast High School

Purpose of the Academic Honesty Policy

The Academic Honesty Policy is designed to define and clarify the expectations associated with the submission of authentic work. Academic honesty must be seen as a set of values and skills that promote personal integrity and good practice in teaching, learning, and assessment (*/BO-Academic Honesty, 2011, p.2*). In the Middle Years Programme (MYP) at John F. Kennedy Middle School and Suncoast Community High School, students strive to develop the learner profile attribute, "Principled." Principles are defined by acts of integrity and honesty, with strong respect for the dignity and rights of people everywhere. Students are to take responsibility for their own actions and the resulting consequences.

Academic Honesty Expectations

Candidates are expected to produce authentic work that is based on the candidates' individual and original ideas, with the work of others fully acknowledged. All assignments for assessment, regardless of their format, must be an authentic use of the candidates' own language, expression, and ideas (*/BO-Academic Honesty, 2011, p.2*).

Academic Misconduct and Malpractice

Academic misconduct is a behavior that results in, or may result in, the student or any other student gaining an unfair advantage in one or more assessment components. Malpractice includes:

- **Plagiarism:** the representation of the ideas or work of another person as the student's own
 - **Examples:**
 - Non-original work that is not cited and appropriately referenced.
 - Copying information from a book or a website.
 - Misuse of quotation marks, paraphrasing, and in-text citations making authorship unclear
 - Failure to identify sources of nonverbal work (painting, dance, photo, proof, musical composition, etc.) from which the work was derived.
 - Using online language translators, unless explicitly allowed.
- **Collusion:** supporting malpractice by another student, as in allowing one's work to be copied or submitted for assessment by another
 - **Examples:**
 - Helping someone else cheat both deliberately and through support.
 - Allowing your work to be copied and/or submitted by another student.
 - "Divide and conquer" approach where you are not the author of the entire assignment given by the instructor (if not part of the assignment).
 - Representing significantly unequal work as an equal collaboration.
 - Writing a paper or doing homework for another student.
 - Sharing information about assessment content and questions with other students. This includes orally as well as in written or digital form.
- **Duplication of work:** the presentation of the same work from different assessment components or curriculum components
- **Unfair Practice:** any action that gains a student an unfair academic advantage

"Where We Challenge Everyone, Every Period, Everyday to strive for the spirit of excellence"

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Academic Infringement Consequences

Malpractice incidents will be discussed with the student and then reported to parents, counselors, and administration. Age appropriate consequences will be administered within the school's discipline protocol, based on frequency and recurrence of the violation.

Roles and Responsibilities

Students must:

- Ensure that all work submitted for an assessment or moderation is authentic work.
- Confirm understanding of academic honesty with signature on the Code of Conduct from each year. • Understand that putting one's name on an assignment certifies it as your own work. It should be cited appropriately.
- Understand proper citation expectations for assignments (MLA or APA where appropriate). • Ask for guidance when you are unsure.

Faculty must:

- Teach a recognized citation convention for written and non-written works.
- Demonstrate and model academic honesty in presentations, etc.
- Ensure that students in your class understand that when they submit a task as their own, they are confirming that they have neither received nor given aid on assignments or assessments.
- Minimize temptation for malpractice in assignments/assessment situations.
- Communicate concerns and malpractice offenses with students, parents, counselors, and administrators. • Involve students in reflection/discussion in the instance of malpractice.

1B MVP Coordinator should:

- Understand what constitutes academic honesty, an authentic piece of work, and intellectual property. • Receive guidance on study skills, academic writing, how to conduct research, and how to acknowledge sources. • Ensure the academic honesty policy is applied consistently throughout the school.
- Provide teachers with material to guide students in maintaining academic honesty.
- Investigate incidents of malpractice.
- Make parent and student contact to reflect on malpractice incidents
- **Supporting Documents**
- *Academic honesty In the 18 educational context, 2014*
- *Citations of schools and districts referenced In the writing of this policy:*
 - *Bloomfield High School,*
 - *Bloomfield Middle School*
 - *White Bear lake Area Middle School*
 - *The Codrington School: The International School of Barbado*