

5701.1 HIGH SCHOOL ACADEMIC INTEGRITY

The Point Pleasant Board of Education believes that academic honesty and integrity are essential to excellence in education. This policy addresses academic integrity at Point Pleasant High School.

Education is based on learning specific skills, forming lifelong work habits, and developing mature coping skills according to each student's unique abilities. Each student, parent, and staff member has a responsibility to promote an academic culture that respects and fosters individual achievement.

An Academic Integrity Day will be held in the beginning of the school year. On this day, teachers in English, Social Studies, Science, Math and World Language will explain to students that plagiarism and cheating have no place in their class and how incidents of plagiarism or cheating will be addressed in their specific class. Additionally, all teachers in other subject areas will define what plagiarism and cheating are in the context of their specific class.

Plagiarism/Cheating

Plagiarism or cheating demonstrates a lack of integrity and character that is inconsistent with the goals and values of Point Pleasant Borough High School.

Excellent written expression of well-formulated ideas is a fundamental skill for academic and career success. Plagiarism and cheating interfere with the assessment and feedback process that is necessary in order to promote academic growth. Academic dishonesty provides the teacher with a false view of a student's strengths and weaknesses. It may prevent further instruction in areas of weakness and delay the student in reaching his or her potential.

1. Plagiarism includes, but is not limited to:
 - A. taking someone else's assignment or portion of an assignment and submitting it as one's own;
 - B. submitting material written by someone else or rephrasing the ideas of another without giving the author's name or source;
 - C. presenting the work of tutors, parents, siblings, or friends as one's own;
 - D. using a computer or other means to translate an assignment/homework from one language into another language and submitting it as an original translation.



2. Cheating includes but is not limited to:

- A. copying, faxing, emailing, or in any way duplicating assignments/homework that are turned in, wholly or in part, as original work;
- B. exchanging assignments/homework with other students, either handwritten or computer generated, whether it is believed they will be copied or not;
- C. using any form of memory aid during tests or quizzes without the express permission of the teacher;
- D. using electronic devices to obtain information for class assignments and/or assessments without having explicit permission from the teacher to do so;
- E. giving or receiving answers during tests or quizzes - it is the student's responsibility to secure his or her papers so other students will not have the opportunity or the temptation to copy;
- F. accessing a test or quiz for the purpose of determining the questions in advance of its administration.

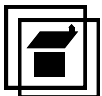
No student needs to plagiarize or cheat. Point Pleasant Borough High School provides numerous support services for students to help them achieve success honorably. Students, who advocate for themselves and seek appropriate help when they need it, will not need to cheat or plagiarize. If any student is found in violation of the Academic Integrity Policy, the following procedures and consequences will be followed.

Violation Categories

1. Homework

Homework assignments are classified as assignments that count toward the homework grading category. Students found to be cheating or plagiarizing on a homework assignment will be given a zero and the teacher will contact the parent/guardian and guidance counselor.

If a student is found to be cheating or plagiarizing on two (2) homework assignments within the same class, the student will be in violation of the Academic Integrity Policy. In addition to the consequences outlined on page three (3), violators of the policy will be subject to grading implications as stated in the Student Handbook. See “Grading Implications for Violations of the Academic Integrity Policy” in the Student Handbook for more information.



2. Major Assignment or Assessment

A major assignment is defined as projects, essays, lab reports or anything else that does not count toward the homework grading category.

An assessment is defined as a quiz, test, midterm, or final.

If a student is found to be cheating or plagiarizing on one major assignment, or on an assessment, the student is in violation of the Academic Integrity Policy. A grade of zero (0) will be given and the teacher or supervisor will contact the parent/guardian. In addition to the consequences stated below, violators of the policy will be subject to grading implications as stated in the Student Handbook. See “Grading Implications for Violations of the Academic Integrity Policy” in the Student Handbook for more information.

Violation Consequences

Violations of the Academic Integrity Policy will be cumulative throughout the student’s high school career.

1. First Violation

- Students currently enrolled in National Honor Society (“NHS”) will be recommended to be removed from NHS pending a formal hearing in front of the Faculty Council.

2. Second Violation

- Students who receive a second violation are ineligible to apply for the NHS and also are ineligible to hold any leadership position within the school (for example, captain, drum major, officer of a club, etc.).
- Any student currently holding a leadership position will be removed after his/her second violation.
 - a. A student who does not receive any subsequent violations within two years of his/her most recent violation will be eligible for consideration of a leadership position at the high school.
 - b. A third violation would prohibit a student from any leadership position at the high school.



Appeal Process

The student involved is required to attend any scheduled appeal hearing being requested by his/her parent/guardian.

1. If the parent does not agree with the decision that his or her son/daughter violated the Academic Integrity Policy as determined by the teacher and subject area supervisor, an appeal can be filed with the building principal.
 - The appeal must be submitted in writing within five (5) calendar days of the meeting held with the teacher, subject area supervisor, student and parent.
 - The principal will schedule a meeting to hear the appeal within five (5) calendar days of receiving the parent request in writing.
 - Upon hearing the parental appeal, the principal will have five (5) calendar days to render his/her decision and notify the parent in writing of said decision.
2. If the decision of the principal is unsatisfactory to the parent, an appeal can be filed with the Superintendent of Schools.
 - The appeal to the Superintendent of Schools must be filed in writing within five (5) calendar days of the principal's decision.
 - The Superintendent will have five (5) calendar days from receipt of the parent's appeal in writing to notify the parent of a meeting date.
 - Once the meeting has taken place, the Superintendent will render a decision in writing and transmit it to the parent within five (5) calendar days.
3. If the Superintendent's decision is unsatisfactory to the parent, an appeal can be filed with the Board of Education.
 - The appeal to the Board of Education must be submitted in writing within ten (10) calendar days from the date of the Superintendent's decision in writing. The appeal must be submitted to the Superintendent's Office.
 - A hearing before the Board of Education will be scheduled as soon as possible following the receipt of the parent's appeal in writing to the Board of Education.
 - The Board of Education will render a decision in writing and transmit it to the parent within five (5) days of the hearing before the Board of Education.

A request for an appeal that is submitted after the stated calendar days in 1, 2 and 3 above will not be granted and the matter will be considered closed.

Adopted: June 19, 2017

