

Middle River Middle School IB MYP Academic Honesty Policy

Middle River Middle School values academic integrity and does not permit any form of dishonesty or misconduct. Middle River's academic policy is routed in the Baltimore County Public Schools character education and it is expected that students strive to be principled by "exhibiting personal and academic integrity through honesty, expressing beliefs in appropriate ways, and working to one's full potential," (BCPS Student Handbook). Upholding academic honesty ensures that all students at MRMS have an equal opportunity to demonstrate the knowledge and skills they acquire.

In accordance with the International Baccalaureate Middle Years Program, academic misconduct is "behavior that results in, or may result in, the student or any other student gaining an unfair advantage in one or more assessment components," (MYP: From principles into practice). Academic misconduct includes, but is not limited to:

- **Plagiarism** – the representation, intentionally or unwittingly, of the ideas, words or work of another person without proper, clear and explicit acknowledgement
- **Collusion** – supporting academic misconduct by another student, as in allowing one's work to be copied or submitted for assessment by another
- **Duplication of work** – the presentation of the same work for different assessment components
- **Unauthorized Collaboration** - Collaborating on an assignment without the authorization of the teacher.
- **Any other behavior that gives an unfair advantage to a student or that affects the result of another student:**
 - o Misrepresentations or borrowing of facts without giving credit
 - o Working on an assignment with others and turning in the assignment as your individual work
 - o Restating an original thought, concept, or idea without citing the source
 - o Cheating/colluding on a test or assignment
 - o Downloading information or graphics from the internet without citing the source
 - o Purchasing a paper
 - o Using cell phones to photograph work and send it to others.
 - o Paraphrasing material from a source without any indication that it came from somewhere other than your own brain
 - o Giving credit for a thought or idea to someone, but not correctly stating that thought or idea

Ensuring academic honesty is the responsibility of Middle River teachers, students, and families.

- **Faculty:**
 - o Communicate appropriate collaboration versus collusion with each assignment.
 - o Teach a recognized citation convention for written and non-written works.
 - o Demonstrate and model academic honesty in presentations, etc.
 - o Report and record academic dishonesty following the progressive discipline model.
 - o Assure students in your class understand that when they submit a task as their own, they are representing that have not received nor given aid on assignments or assessments.
 - o Communicate with students, parents, counselors, administrators, with concerns about academic dishonesty.
 - o Teachers, administrators, and counselors involve students in reflection/discussion in the instance of misconduct.
 - o Implicitly and Explicitly teach the Approaches to Learning Skills:
 - Select and use technology effectively and productively
 - Understand and implement intellectual property rights
 - Create references and citations, use footnotes/endnotes and construct a bibliography according to recognized conventions
 - Identify primary and secondary sources
 - Plan short- and long-term assignments; meet deadlines
 - Take responsibility for one's own actions
 - Paraphrase accurately and concisely
- **Library Media Specialist:**
 - o Provide Digital Citizenship lessons and explicit instruction on-

- Using Noodle Tools
- The Research Process
- Copywrite, Fair Use, and Citing Sources
- **Administration:**
 - Support academic honesty policy and investigate all counselor/teacher reports of Academic Dishonesty.
 - Ensure that all staff, students, and parents understand definitions, responsibilities, and repercussions.
 - Ensure the academic honesty policy is applied consistently throughout the school.
 - Investigation of Academic Dishonesty incidents.
 - Make parent and student contact to reflect on incidents of Academic Dishonesty.
- **Students:**
 - Confirm understanding of academic honesty with signature on Code of Conduct form each year and on Community Project Academic Honesty Agreement.
 - Report Academic Honesty violations to a trusted school employee.
 - Work to produce authentic work
 - Understand that putting name on assignment certifies it as your own work, cited appropriately.
 - Understand proper citation expectations for assignments (MLA or APA where appropriate)
 - Ask for guidance when you are unsure.
 - Develop skills, such as citing and referencing, through research, information/media literacy, and the use of Noodle Tools during lessons in content areas as well as with the Library Media Specialist.
- **Parents/Guardians:**
 - Read/sign Student Handbook and Community Project agreement.
 - Encourage your child to practice academic honesty.
 - Encourage your child to cultivate a culture of academic honesty in school.
 - Address concerns of academic misconduct with your student and school personnel if necessary.

IB Learner Profile: “As stated in the IB learner profile, all members of the IB community must strive to be “principled”, acting with “integrity and honesty, with a strong sense of fairness and justice, and with respect for the dignity and rights of people everywhere.” MYP students must demonstrate academic honesty and avoid any form of academic misconduct.”
(From *Principles to Practice*)

To be a Principled Learner at MRMS, Students must:

- **Be Caring and Reflective:** Give credit where credit is due—cite sources and acknowledge the contributions of others when one’s work is not solely one’s own.
- **Be a Knowledgeable Thinker:** Strive to be an independent learner and reflect on one’s development of ATL skills.
- **Be a Communicator:** Ask questions to clarify when sources must be cited, when credit must be given, when it is appropriate to collaborate and when it is not, etc.

Consequences for Participation in Academic Dishonesty

First Offense of Plagiarism

1. No credit on the assignment (Academic Dishonesty noted in comments)
2. Parent notification and comment on the “behavior” in student information system (SIS)
3. Required resubmission of the work

Second Offense of Plagiarism

1. No credit on the assignment. (Academic Dishonesty noted in comments)
2. Parent Notification and comment on the “behavior”

3. Referral to administrator for SST meeting.
4. No resubmission of the work possible.

In accordance with Baltimore County Public Schools Student Handbook, academic dishonesty is considered a “Category I Offense”. Category I consequences are assigned by an administrator after the second offense has been committed.

Consequences for a Category I offense include:

- Exclusion from participation in extracurricular/co-curricular programs or activities
- Assigning student to a school-based detention after school
- Assign student an in-school suspension
- Suspend student from school when interventions or support did not result in behavioral changes.

At Middle River Middle School, students who engage in academic misconduct will be held accountable according to the progressive model outlined above. Despite misconduct, students will not be denied an opportunity for learning.

Academic achievement is ordinarily evaluated based on work that a student produces independently. Students who submit academic work that uses others' ideas, words, research, or images without proper credit and documentation or citation are in violation of the Academic Honesty Policy. A student who helps another to act dishonestly is also violating the Academic Honesty Policy.

Misunderstanding the code is not an excuse for dishonest work. Students who are unsure about the Academic Honesty Policy should meet with a teacher or the librarian.

Revision Policy

Some summative assessments may be revised if the below conditions have been met. *In all cases, the original assignment instructions that teachers specified when assigning the task must be followed.* These may be substantially different depending on the subject and time of year.

1. A revised summative must be submitted by the deadline specified by the teacher.
2. Some summatives (such as performances, presentations, oral exams, or essays) may not be eligible for resubmission. This is indicated in the original assignment instructions.
3. The student must make a fair, original attempt on the initial summative in order to qualify for resubmission.

References:

BCPS Grading Policy
Baltimore City College
From Principles to Practice
Bloomsfield Hills Schools
Stemmers Run Middle School