CORNING-PAINTED POST AREA SCHOOL DISTRICT

ACADEMIC INTEGRITY

The Corning-Painted Post Area School District expects all students to demonstrate honesty and to abide by ethical standards in preparing and presenting materials as well as in testing situations; grades should reflect the student's own work in the fairest possible way. Academic dishonesty, cheating, or plagiarism involves any attempt of a student to substitute the product of another, in whole or in part, as his or her own work. Academic dishonesty is an offense and an infraction which could ultimately result in disciplinary action.

Classroom Honesty Policy Discussion:
All students in the CPP academic community need to recognize the significant concepts related to academic honesty, especially intellectual property and authenticity. Each classroom teacher is encouraged to address the specific issues raised in their discipline relative to academic honesty. Within this discussion, faculty members are encouraged to address the parameters and procedures for academic collaboration within their specific field. Faculty members are also encouraged to indicate the policy for academic honesty on their course syllabus.

Definitions and Examples of Academic Dishonesty:
As there are many forms of academic dishonesty; the following kinds of honesty infringements and their definitions are intended to outline and/or serve as examples of unacceptable academic conduct:

Cheating: This offense can be categorized as undertaking any pursuit intended to obtain an unfair advantage. This pertains to assignment as well as examinations and includes (but is not limited to):

In an exam setting:
- using unauthorized materials and/or technology during an examination
- using prohibited notes, course material and study aids during an examination (such that they are accessible for use or viewing)
- attempting communication with another student or looking at another student's work during an exam.
- obtaining an examination prior to its administration

Other instances of cheating:
- obstructing, sabotaging, or interfering with another student's academic work.
- exchanging assignments by printout, disk transfer, modem, or other electronic or recorded means, then submitting it as original work.
- submitting someone else's work as your own, in whole or in part.
- submitting material (written or designed by someone else) without giving the author/artist name and/or source (e.g. plagiarizing or submitting work done by family, friends, or tutors)
- failing to follow additional specific guidelines on cheating as established by a department, class, or teacher.

Plagiarism: This action constitutes the representation of another person's work as one's own or the attempt to "blur the line between one's own ideas or words and those borrowed from another source." (Council of Writing Program Administrators, January 2013).

ACADEMIC INTEGRITY, Con't.

- Students are expected to acknowledge the sources of ideas and expressions they use in their written work, whether quoted directly or paraphrased. This applies to diagrams, statistical tables and graphs, as well as to written material and materials or information from Internet sources. (Some students believe that the Internet is public domain and uncontrolled; on the contrary, students must record all appropriate citation information from Internet sources.).

- Providing academic documentation is not only an indication of academic honesty, but a courtesy which enables the reader to consult these sources with ease. Failure to do so constitutes plagiarism.
- The CPPASD subscribes to Easy Bib (www.easybib.com)—a service designated to assisting students in research organization, formatting and citation. All secondary students are encouraged to create accounts which can and will follow them through graduation.

Collusion: An individual who supports academic malpractice by another student is engaging in collusion. Such offenses could include allowing one's work to be copied and submitted for assessment by another student. Collusion involves the cooperation of two or more students.

Facilitating Academic Dishonesty: Intentionally or knowingly aiding another student in committing a violation of academic honesty is itself, considered an offense of academic dishonesty. Students found to be colluding, collaborating without express permission and/or directly involved in cheating will all be subject to the same punishments related to academic dishonesty.

Implementation of the Academic Honesty Policy:
Each school year, instructors are encouraged to outline the parameters for assessments (including whether or in what circumstances collaboration is allowed). All teachers are encouraged to use academic honesty filters through which student work can be submitted. The CPP District subscribes to www.turnitin.com and teachers are free to use this for any and all assignments. Students are encouraged to use such filters as well—there are several free sources available for student use, sites like: www.plagtracker.com allow students to self-check their papers and assignments prior to submission. Students also have access to tutorials on the identification of plagiarism via the High School Library website.

Specific Honors Programs and Plagiarism:
The Corning-Painted Post Area School District offers students many college-preparatory and honors-level courses, which frequently are administered identically to collegiate courses. As such, academic honesty is a matter of importance within these specific programs. While the District policy applies to all students enrolled with District schools, certain programs might have additional requirements and situational application.

ACADEMIC INTEGRITY, Con't.

International Baccalaureate (IB) Diploma Programme Courses: While each scenario outlined in this guide is certainly considered an infringement of academic honesty within IB courses, some additional requirements are necessary to ensure that students are being held to the utmost standards of honesty. All major assessments should be submitted to www.turnitin.com for authentication purposes. This includes routine papers and lab-write ups as well as Internal Assessments. Academic honesty is a cornerstone of the IB program, and therefore instances of academic dishonesty will not be tolerated. If an academic infringement occurs, students will meet with the Dean of Students, the IB Coordinator and the course instructor to determine next steps and/or consequences. If serious violations occur, the IB Coordinator will consult directly with the International Baccalaureate Organization for appropriate action.

Syracuse University Project Advance (SUPA) Courses: Students enrolled in SUPA courses are subject to the guidelines and rules associated with Syracuse University's academic honesty policy as well as the rules set by the school District. The Syracuse Academic Honesty policy is located at: https://psdocs.syr.edu/sudocs/vpcai/finalizeddocs3.pdf.

Accelerated College Enrichment (ACE) Courses: Students enrolled in ACE courses are subject to the guidelines and rules associated with Corning Community College's academic honesty policy as well as the rules set forth by the school District. The CCC Academic Honest policy is located at: https://www.corning-cc.edu/academics/course-catalog/getting-started/rights-and-responsibilities

Advanced Placement (AP) Courses: Students enrolled in an AP course are subjected to the same rules as pertain to other school District courses.

Consequences for Plagiarism:
In educational situations, academic misconduct can result in failing grades and further disciplinary action. All suspected acts of academic dishonesty should be written up as a disciplinary referral and dealt with as a cooperative effort between Administration and the classroom teacher. If a specific program is involved, a liaison from that program is to be included. The consequences for academic dishonesty (in any of the forms mentioned above) could include (but are not limited to):

- Parent notification
- Redoing the assignment
- No credit awarded for the assignment
- Receiving a reduced grade in the course
- Failure of the course
- In-school planning (ISP)
- Removal from the course

Adopted: January 7, 2015
Revised: February 14, 2018