



Academic Integrity Policy

2023-2024

Eagle Valley Elementary ~ an IB World School

Introduction

Eagle Valley Elementary strives to develop a more peaceful world through respect and intercultural understanding. It aligns with the International Baccalaureate philosophy regarding academic integrity. All stakeholders are committed to promoting academic integrity in the learning process, the product(s) of learning, and daily personal and social interactions.

This policy aims to define academic integrity, share our philosophy concerning academic integrity, and exemplify the principles that will guide our practice.

Definition of Academic Integrity

Academic integrity is honest and responsible scholarship in which individuals are expected to submit original work and give credit to other people's ideas.

Maintaining academic integrity involves:

- creating and expressing your own ideas in coursework;
- acknowledging all sources of information;
- completing assignments independently or acknowledging collaboration;
- accurately reporting results when conducting research; and
- showing honesty during examinations.

From: Academic Integrity Definition | Michigan State University. (2018).

Philosophy

All stakeholders are required to act with integrity in all academic situations. Additionally, Eagle Valley Elementary's primary concern is students' growth and development. In

situations where integrity is not used, honesty is the expected behavior. Circumstances for these situations are constantly changing; therefore, when appropriate, a situation may be used as a teachable moment to develop learning.

Purpose and Commitment:

“Academic integrity is a guiding principle in education and a choice to act in a responsible way whereby others can have trust in us as individuals. It is the foundation for ethical decision-making and behaviour in the production of legitimate, authentic, and honest scholarly work.” *(from IBO Academic Integrity Policy, 2023)*

“Academic integrity requires an understanding of the difference between academic honesty, intellectual property, plagiarism, and authentic authorship. Students should recognize that they are personally responsible for academic honesty and be able to recognize what behaviors constitute academic misconduct (for example, plagiarism, copying another's work, using unpermitted notes or collaboration, and so on). Teachers can encourage this engagement by establishing clear and engaging learning objectives and assessment practices while also providing time for individual evaluations of progress to avoid social comparisons or performance differences.” *(Stephens and Wangaard 2011. Academic Honesty—Primary Years Programme 2023)*

“...the IB will not ban the use of AI software...it is more sensible to adapt and teach students how to use these new tools ethically.” *(Academic Integrity policy IBO 2023)*

Considerations:

When developing this academic integrity policy, stakeholders considered the following:

- the roles of parents, teachers, staff, and students in the development of academic integrity;
- the relationship between social, personal, transdisciplinary, and technological skills when demonstrating academic integrity;
- the developmental needs of students;
- the demonstration of academic integrity in the arts and personal, social, and physical education;
- the relationship between the demonstration of academic integrity and the IB Learner Profile, International-Mindedness, and the Essential Elements of the PYP
- the purpose and guidelines of the PYP Exhibition; and
- the recent technological advancements in AI for teacher, staff, and student use.

Guiding Principles and Practices of Academic Integrity

Principles:

At Eagle Valley, academic integrity is modeled and explicitly taught. All staff are responsible for addressing academic integrity through the five fundamental values of honesty, trust, fairness, respect, and responsibility in authentic contexts. Instances of academic dishonesty are to be regarded as opportunities for “teachable moments” and will be addressed in alignment with school and district policies.

Practices:

Role of Students

As it pertains to intellectual property, students will:

- Understand:
 - It is okay to use the ideas of others orally if you put their ideas into your own words.
 - When you use the ideas of others in writing, you must give the source credit using the APA format.
 - Academic integrity is essential for school and life.
 - Independence and responsibility for their learning are demonstrated by producing authentic work.
 - Examples: (primary level) teachers might say, “You may borrow my words, or you use your own words...” to model understanding for students
 - Understanding and avoiding plagiarism and copyright infringement is an expectation.
- Give credit to all who have collaborated to create an idea.
- Be principled in using digital libraries, digital images, or other data acquired with the help of technology. (*from Exhibition Guidelines, 2009 and 2017*)
- Practice proper citing of sources in the following manner:
 - A printed text: record the author(s), title, publisher, and date of publication
 - A website: record the website address (for example, <http://www.un.org/Pubs/CyberSchoolBus/index.html>)
 - An interview: record the name, address, role of the person, and the date of the interview
 - An experiment: record the equipment and method used, the results, and conclusions
 - A work of art: record the title, artist, and reference (museum, recording) if appropriate
- Adapt and learn to use AI tools ethically, aligning with the stance that “the IB does not regard any work produced—even in part—by such tools to be their own. Therefore, as with any quote or material from another source, it must be clear that any AI-generated text, image, or graph included in a piece of work has been copied from such software. The software must be credited in the body of the text and appropriately referenced in the bibliography. If this is not done,

the student would be misrepresenting content—as it was not originally written by them—which is a form of academic misconduct.” (IBO Academic Integrity Policy, 2023)

Role of Parents

Parents will:

- be informed of academic integrity in the school setting and beyond;
- support the practice of academic integrity with their words and actions;
- encourage academic integrity by recognizing intellectual honesty;
- help their child(ren) access resources for personal inquiries —people, places, media, and information; and
- promote independent investigation and respect their child(ren)'s ownership of the (inquiry)process. *(from IB PYP Exhibition Guidelines 2009 and 2017)*

Role of Teachers and Specialists

Teachers and support staff will:

- Model the practice of academic integrity with their words and actions by:
 - acknowledging the ideas and work of others and
 - demonstrating independence and responsibility for one's learning.
- Provide opportunities for students to demonstrate academic honesty by:
 - discussing different perspectives and interpretations and
 - developing learning tasks that require students synthesize information and put those ideas into their own words.
- Explicitly teach the expectations for academic integrity and honesty when communicating ideas in words and writing and when creating art by:
 - *encouraging students to use a balance of primary and secondary sources;*
 - *helping students access information and ensure they know how to cite sources used in research; and*
 - taking advantage of teachable moments to reinforce integrity and discourage dishonesty. *(from IB PYP Exhibition Guidelines, 2009)*
- Develop essential agreements with students regarding academic integrity and honesty. *Note: mentors and parents should be informed of these agreements (from IB PYP Exhibition Guidelines, 2009 and 2017)*
- Ensure students know how to use AI tools ethically, including the following rules:
 - “If they use the text (or any other product) produced by an AI tool—be that by copying or paraphrasing that text or modifying an image—they must clearly reference the AI tool in the body of their work and add it to the bibliography.
 - The in-text citation should contain quotation marks using the referencing style already in use by the school, and the citation should also contain the prompt given to the AI tool and the date the AI generated the text.
 - Where grading is used for sentence structure, such tools are not permitted

in these subjects.

- Students are **not** permitted to write essays in one language and then translate them to be submitted to the IB in another language". (from Academic Integrity Policy, 2024)

Definition of Terms Used in this Policy

Plagiarism- the representation, intentionally or unwittingly, of the ideas, words, or work of another person without proper, clear, and explicit acknowledgment. Unless indicated and acknowledged, the use of translated materials is also considered plagiarism (IBO, n.d.).

Copyright- the exclusive, legally secured right to reproduce, distribute, and perform a literary, musical, dramatic, or artistic work.

(from <http://www.britannica.com/EBchecked/topic/136956/copyright>)

Intellectual Property- the law is defined as property that results from original creative thought, such as patents, copyright material, and trademarks. (from <https://www.dictionary.com/browse/intellectual-property>)

Ethics- is defined as a system of moral principles or the rules of conduct recognized with respect to a particular class of human actions or a particular group, culture, etc (from <https://www.dictionary.com/browse/ethics>)

Collusion is defined as supporting academic misconduct by another student, such as allowing one's work to be copied or submitted for assessment by another.

- Ib organization. (n.d.). Search. (Retrieved from [https://ibo.org/search/?q=Academic Honesty](https://ibo.org/search/?q=Academic+Honesty))

Ongoing Review Process of the Academic Integrity Policy:

Steps used to create this policy:

1. Review of IB Documentation related to Academic Integrity policy:
 - a. *Academic Honesty In the IB Educational Context*. (2018). IB Publishing. International Baccalaureate Organization. Retrieved from

ibpublishing.ibo.org/server2/rest/app/tsm.xql?doc=g_0_malpr_sup_1408_1a_e
&part=2&chapter=2

- b. *Academic Integrity Definition* | Michigan State University. (2018). Retrieved May 15, 2019, from ombud.msu.edu/academic-integrity/What%20is%20Academic%20Integrity.html
 - c. *Academic Integrity Policy IBO August 2023*
 - d. *PYP Exhibition Guidelines IBO March 2023*
 - e. *Artificial Intelligence in Learning, Teaching and Assessment*, IBO October 2023
 - f. Britannica.com (2024).
 - g. Dictionary.com (2024)
2. Completion of Staff reflection document.
 3. Review of student policy survey results (2023)
 4. Steering Committee Members 2024:
 - Anita Ortiz -PYPC
 - Eunice Deghetto 2nd grade Bilingual Teacher - IBLT Member
 - Cindy Reichardt- Specialist
 - Rachel Lammers- 3rd grade English Teacher - IBLT Member

EVES staff will formally review this policy yearly and revise it as needed to adapt to changing best practices and the needs of our learning community.

Revision Committee: 2024

- Michele Miller -Head of School
- Anita Ortiz- PYPC
- Allie Goldenkrantz - 3rd Grade Bilingual Teacher - IBLT Member
- Lauren Powell - 1st Grade Bilingual Teacher
- Alejandra Rocha- 2nd Grade English Teacher
- Alejandra Mata - Bilingual Reading Intervention
- Kyle Larson - Interpreter Deaf & Hard of Hearing - Bilingual

Revised January 2024