

Mabel L. Pendleton Elementary School

Academic Integrity Policy

Mission Statement

The Pendleton School community is dedicated to developing lifelong learners and productive, compassionate citizens committed to creating global connectedness and intercultural respect that values and celebrates differences. Pendleton Panthers execute a rigorous, inquiry-based, concept-driven program that maximizes each scholar's potential.

Academic Integrity Philosophy

Academic integrity involves a commitment to the fundamental values of honesty, trust, fairness, respect, responsibility, and courage. Students at Pendleton apply these values in their work, and also when they engage with the work and contributions of others. The following learner profile attributes are demonstrated through academic integrity:

- Inquirers: Students learn independently and cooperatively with others. Students ask questions and seek solutions.
- Knowledgeable: Students develop and use conceptual understanding and explore knowledge across disciplines. Students engage with issues and ideas that have local and global significance.
- Thinkers: Students use critical and creative thinking skills to analyze and take responsible action on complex problems. Students exercise initiative in making reasoned, ethical decisions.
- Communicators: Students express themselves confidently and creatively in more than one language and in many ways. They collaborate effectively and listen carefully to the perspectives of other individuals and groups.
- Principled: Students act with integrity and honesty, with a strong sense of fairness and justice, and with respect for the dignity and rights of people everywhere. They take responsibility for their actions and their consequences.
- Open-minded: Students critically appreciate their own cultures and personal histories, as well as the values and traditions of others. They seek and evaluate a range of points of view, and they are willing to grow from the experience.
- Caring: Students show empathy, compassion, and respect. They have a commitment to service, and they act to make a positive difference in the lives of others and in the world around them.
- Risk-takers: Students approach uncertainty with forethought and determination; they work independently and cooperatively to explore new ideas and innovative strategies. Students are resourceful and resilient in the face of challenges and change.
- Balanced: Students understand the importance of balancing different aspects of our lives- intellectual, physical, and emotional- to achieve well-being for ourselves and others. Students recognize our interdependence with other people and with the world in which they live.
- Reflective: Students thoughtfully reflect upon their actions and experiences. They consider their own strengths and limitations in order to support their own personal awareness and growth.

Types of Academic Misconduct:

Pendleton School scholars are principled; as such, cheating and plagiarizing are serious offenses and are unacceptable.

- Plagiarism: Using another individual's words on work without giving credit to them.

- **Cheating:** Deliberately and with intent, copying another's work with the goal of obtaining a better score.
- **Collusion:** Presenting individual work as their own and collaborating with another student.
- **Fabrication/Falsification:** Making up information and reporting it, written or verbal.

Responsibilities:

It is the responsibility of Pendleton students to generate original thoughts and produce authentic work with integrity and honesty. Fairness and consistency are maintained by:

- Citation of sources is necessary and should be done in a developmentally appropriate manner.
- Students also take responsibility for their actions and their consequences.
- Collaborate ethically with peers.

At Pendleton, it is the teachers' responsibility to teach the students about academic integrity. Fairness and consistency are maintained by:

- Teachers and the librarian provide opportunities for learning how to cite and reference resources in age-appropriate formats.
- Expectations and school policy are consistently and regularly communicated to students and families.
- Provide ongoing feedback.

Pendleton School holds true to consistent and regular communication with/among students, parents, counselors, and administration about the importance of academic integrity and honesty. Fairness and consistency are maintained by:

- Expecting high standards for staff and students.
- Demonstrating and modeling equity and integrity.
- Clearly communicating expectations for classroom assignments and assessments.
- Regularly and consistently conversing about academic integrity.
- Cultivating social-emotional skills to help students notice and respond to injustice.

Parents/families emphasize the importance of academic integrity with the expectation that students produce their own work and take responsibility for their academics. Academic integrity creates fairness, strengthens work ethic and ownership, and builds integrity. Fairness and consistency are maintained by:

- Reading and understanding the Academic Integrity Policy.
- Encouraging their child to practice academic integrity.
- Cultivating a culture of academic integrity at home and in school.
- Addressing any concerns of academic dishonesty with their child and school personnel.

Expectations for Academic Integrity:

Grades	Academic Integrity Expectations
K-5	Understand that an author is the person who wrote the text
K-5	Understand what it means to cheat
K-5	Look at and read books to gain new information
K-5	Summarize key information found in the text(s)
K-5	Understand the value and usage of note-taking and graphic organizers
K-5	Understand what it means to plagiarize

1-5	Write all names of group members on a piece of work that was created as a group
2-5	Use quotation marks to indicate a direct quote
3-5	Acknowledge sources in a bibliography or works cited page

Consequences of Academic Misconduct:

Pendleton is concerned with the development of the whole student. Each student is unique, and academic misconduct is handled on an individual student basis. When academic misconduct occurs, the teacher will address the issue with the student. When appropriate, administration, teachers, students, and parents will become involved. Parents will be notified of infractions. Age-appropriate consequences will be administered according to the Buena Park School District and site discipline policies. A student who demonstrates a pattern of difficulty respecting academic integrity will be supported with interventions as part of our Positive Behavior Interventions and Support (PBIS) program.

Preventing Academic Misconduct:

In order to prevent academic misconduct, Pendleton will promote best practices by teaching students the skills needed to honestly complete and turn in original work. This will be accomplished by teaching the learner profile attributes, direct teaching, and coaching in research skills. Students will be taught to cite their work and acknowledge sources when completing research projects using age-appropriate formats. Students will be guided in collaborative techniques when working in groups, allowing all members to contribute equally and equitably.

Communication and Review of Policy:

Pendleton staff will revisit the Academic Integrity Policy every year and revise it as necessary. We will post it on our website for the parents and the community to see. A copy of the policy will be provided to new teachers at the beginning of the school year.

Names of People Involved in Creating this Policy:

Loriann Leota, Shelley Michel, Esther Noh, Kristin Sherman, Jan Smith, & Grace Park

References Used in Creating This Policy:

Running Springs Elementary, Las Positas Elementary, Orangewood Elementary Academic Integrity Policies