Grove Park Elementary
Academic Policy

Mission Statement

Grove Park Elementary School is committed to providing a world-class education with excellence and equity to empower each student to reach his or her highest potential with the most effective staff to foster the knowledge, skills, and ethics required for responsible citizenship and productive careers.

Vision

At Grove Park Elementary School, our vision is to enable all young people, especially those who need us most, to reach their full potential as productive, caring, responsible citizens.

In addition, Grove Park's vision aligns with the District's overall vision for student achievement and school accountability: The School District of Palm Beach envisions a dynamic collaborative multicultural community where education and lifelong learning are valued and supported, and all learners reach their highest potential and succeed in the global economy.

Purpose

The IB places a strong emphasis on academic misconduct to ensure one student does not have an unfair advantage over another. Therefore all students must know the consequences of breaching academic honesty, whether deliberate or inadvertent. The purpose of the Academic Policy is to facilitate the complex dynamic between teaching and learning. The intent of the academic honesty policy is to ensure that procedures for this practice are transparent, fair, and consistent. It describes the rights and responsibilities of all members of the school community so that everyone understands what constitutes good practice, misconduct, and consequences.

Terminology

- **Authenticity:** Students will not change or forge documents, whether official or unofficial, including such papers as letters of reference.
- **Collaboration**: Students will not copy the work of a classmate, or give work to a classmate to copy. (This does not prohibit students from working together in groups when a teacher's assignment calls for such cooperative learning.) Students will not engage in the unauthorized use of study aids.
- **Collusion**: Students will not support peer academic misconduct. For example, allowing one's work to be copied or submitted for assessment by another.
- **Electronic media:** Students will treat all electronic media (computer and related hardware and software) with care and concern for its use by others. Students will treat internet resources and material obtained from internet resources with the same care and

concern – using information, citing sources, and giving credit in a manner that is in keeping this policy and the IB policy of academic honesty.

- **Exam Misconduct:** Students will not in any testing situation, take unauthorized material into an examination whether the student uses it or not, uses disrupts behavior to distract other students, communicate with another student, or duplicate work for different assessment components or program requirements, obtain or distribute copies of testing materials, and give or receive information regarding a test before, during, or after the test itself.
- **Honesty:** Students will at all times assist during an investigation into malpractice of malfeasance. When questions are posed, students will give all answers honestly and completely.
- **Media Center**: Students will not treat all books, materials, and resources from the library or media center carefully. Students will return books promptly, so as not to deprive others of their use.
- **Not for "profit":** Students will not engage in buying or selling, giving or receiving, study aids or assignments, such as notes or papers, notebooks, of any kind from any source, including and especially from the Internet.
- **Plagiarism:** Students will not intentionally or unwittingly represent the ideas, words, or work of another person without proper, clear, and explicit acknowledgment.
- **Translated materials**: Students will not use translated materials unless indicated and acknowledged.

Roles and Responsibilities

All stakeholders, including students and parents, teachers, and administrators, agree that signing a pledge, following a code, and implementing a policy of academic honesty. They also agree to the following:

- **Students:** In keeping with the Learner Profile, students are expected to be principled in their academic endeavors. The ultimate objective for students must be learning. Academic honesty serves a vital role in students' education. Students can be taught, monitored, assessed, and evaluated more fairly, equitably, completely, and efficiently when they do their own work. In doing so, students can better understand the progression of their ideas and stay organized.
- **Teachers:** Teachers can more accurately and effectively judge student performance and behavior in a setting, atmosphere, and attitude of academic honesty. Teachers and media specialists will deliver direct instruction and support of proper citation by classroom instructors and media specialists. The emphasis in instruction will shift toward the skills developed while writing, rather than the final product. Scaffolding and monitoring of

student progress will take place for all assignments. Teachers will model academic honesty behaviors. Teachers will discuss the consequences of poor scholarship or academic dishonesty in the future. Teachers will help students understand cutting corners with academic dishonesty will not produce the desired result in any situation or challenge.

- **Parents:** Parents can have more faith and trust in a program that teaches and values, promotes, and practices, the ideals of academic honesty.
- **Administrators:** Administrators can better organize and supervise a program that is conducted with an overarching and transparent theme of academic honesty. Administrators will ensure that all stakeholders are aware of the policy, have it readily available for stakeholders, and remind teachers and students of the policy on a regular basis. Administrators will follow through with the academic policy when it comes to fairness in consequences to that one student is not given an advantage over another.
- **Community:** The community can take ownership of, and pride in, a program that places a priority on academic honesty. All stakeholders aim for integrity as a critical facet of single-school culture.

Consequences

The school will follow all procedures outlined in the District Code of Student Conduct and IB Contract signed by parents and students.

Evaluation of Policy

The IB faculty and administration remain deeply committed to ensuring the success of the academic policy. Toward this end, the faculty and administration will review the policy regularly with an eye toward improvement. The policy will be reviewed annually by the School Advisory Council**.** This policy was last reviewed on September 3, 2024**.**

Policy Distribution

This policy is accessible to all stakeholders on the school website.

Committee

The committee members consist of an administrator, SSCC, IB Coordinator, ESOL Coordinator, ESE Coordinator, and Grade Level Chairpersons.