

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

Board Policy No. 5038: ACADEMIC HONESTY

A. Introduction

It is the intention of the Governing Board to establish an educational environment in which inquiry is nurtured and individual responsibility is rewarded. Any form of academic dishonesty will not be tolerated and a student discovered cheating shall be penalized.

B. Definitions

1. Cheating. Cheating is a form of dishonesty in which a student knowingly misrepresents himself or herself to the District. The following activities are considered forms of cheating. This list is not inclusive.
 - a. Using cheat-sheets in any form (paper, flesh, electronic, or other) during a testing situation which is to be closed book. All testing situations are closed book unless the teacher and/or staff member supervising the testing situation clearly states otherwise.
 - b. Copying from another student during a testing situation.
 - c. Receiving assistance from anyone else in a testing situation. This means that a student may not receive any assistance for anyone else, except the teacher and/or staff member supervising the testing situation, or other person designated by the teacher.
 - d. Talking to another student during a testing situation. (If a student has a question, he or she should ask the teacher and or staff member who is administering the testing situation.)
 - e. Handing information around to others in a testing situation, either written or stored in electronic form.
 - f. Knowingly supplying another student with information during a testing situation.
 - g. Having one student represent himself or herself as another student during a testing situation or any other school activity. Both students shall be considered to have cheated.
 - h. Furnishing false information to gain an academic advantage.

- i. Turning in an assignment in which the work is not the student's own work.
(See plagiarism below.)
2. Plagiarism. Plagiarism is copying another's work, and representing it as one's own. In an educational setting, it most commonly happens in writing assignments in which a student lifts a passage out of a published work without attribution. It can take other forms, including but not limited to, copying parts of a speech or copying a work of art.

In its simplest form, plagiarism is the representation of someone else's idea or expression of an idea, or someone else's train of thought as one's own idea or expression of an idea or train of thought. In an educational setting this is considered to be a serious form of cheating. In addition, in some cases, there can be serious legal repercussions such as copyright violation, punishable by fines and jail terms. If in doubt the student should contact the teacher and/or staff member involved for guidance.

C. Responsibilities

1. All members of the school community, including teachers, staff, administrators and students are responsible for maintaining an educational environment in which inquiry is nurtured, individual responsibility is rewarded and academic dishonesty is not tolerated.
2. Teachers and/or staff members are responsible for instructing students in research and study skills appropriate to each subject so that students who prepare may feel confident of success without cheating.
3. Teachers and/or staff members are responsible for identifying instances of cheating and plagiarism by students which occur under their supervision and are responsible for following up with appropriate action.
4. Students have the responsibility to refrain from all forms of cheating and to follow the rules, regulations and standards established by a teacher and/or staff member.
5. Parents have the responsibility to ensure that students follow the rules and take primary responsibility for their own work.

D. Rights and Responsibilities if Teachers and/or Staff Members Discovering Cheating

1. A teacher and/or staff member who suspects a student of cheating should assemble and document the evidence for further disciplinary action. The teacher and/or staff member should evaluate the situation to see if it is a clearly defined case of cheating.

2. If there is sufficient evidence that cheating has taken place, the teacher and/or staff member should address the student, explain his or her view of the situation, and require a response from the student. If the teacher and/or staff member is convinced that cheating has occurred, he or she should notify the student involved of the consequences for that course or activity.
3. The teacher and/or staff member shall report the student to the Principal for possible administrative discipline and to contact the parents/guardians.

E. Rights of Students Accused of Cheating

A student accused of cheating has the right to due process. To pursue this right the student should meet with the Principal or designee for more information.

F. Consequences of Cheating

The consequences of cheating may range from a verbal reprimand to failure in a course. In addition, administrative discipline may affect the student's standing with the District including the possibility of suspension or expulsion. Any of these actions may be reflected on the student's transcript. Students must realize that all cases of cheating are serious and reflect very poorly on the academic integrity and honesty of the student involved.

Legal Reference:
Education Code section

Date Policy Adopted By The Board: October 8, 2002