

Franklin Academy Cooper City Academic Integrity Policy

Franklin Academy Mission Statement

Utilizing an intercultural-mindedness model and a standards-based curriculum, the mission of Franklin Academy is to create compassionate, engaged, life-long learners by promoting a culture of collaboration and high expectations that emphasizes character development through active service in the local, national, and international community, while adhering to the principle that all children can learn.

Purpose

Academic integrity means being truthful and respectful in your schoolwork. It involves doing your own work, giving credit to others when you use their ideas, and not cheating on tests or assignments. It's about being Principled, which means doing the right thing even when no one is watching.

At Franklin Academy Cooper City, students are expected to avoid academic misconduct or any behavior, whether done on purpose or by accident, that could give a student or someone else an unfair advantage in their schoolwork or tests. These actions undermine the integrity of our school, compromise the learning process, and are strictly prohibited at Franklin Academy.

The purpose of our Academic Integrity Policy is to ensure that all students understand the importance of integrity in their academic work and to promote a culture of honesty and respect within our school community.

Responsibilities of Key Stakeholders

1. Students are responsible for:
 - Always doing and submitting the product of their own work.
 - Giving credit when using the words, ideas, or work of others in their work.
 - Using artificial intelligence (AI) tools responsibly.
 - Knowing what academic misconduct is and the consequences of engaging in any of its types.
 - Seeking assistance if unsure about any aspect of this policy or how to apply it.
 - Discouraging and reporting incidents of academic misconduct.
2. Teachers are responsible for:
 - Teaching students how to produce original work.

- Teaching students what to give credit for, when to give credit, how they are expected to give credit, and why they need to give credit when utilizing the words, ideas, or work of others, in accordance with the principles of the International Baccalaureate's (IB) Effective Citing and Referencing guide and the [Florida B.E.S.T. Standards](#).
 - Investigating instances of academic dishonesty, communicating findings to discipline and/or enforcing the corresponding consequences in accordance with the Broward County Discipline Matrix.
3. Administrators and Leadership are responsible for:
 - Ensuring all stakeholders receive and understand the Academic Integrity Policy.
 - Communicating the policy through written, electronic, and training.
 - Verifying the policy is enforced and supported by everyone involved.
 - Providing the necessary resources to implement and educate all stakeholders on the policy.
 - Appointing the members of the Academic Integrity Committee.
 - Enforcing the policy in accordance with the Broward County Discipline Matrix.
 4. Academic Integrity Committee is responsible:
 - Meeting at least once a year to discuss, revise, propose and approve amendments to the policy.
 - Understanding and staying informed on matters related to academic honesty, supporting all stakeholders.
 5. Guardians are responsible for:
 - Signing the Academic Integrity Contract.
 - Supporting in-school stakeholders in ensuring students understand the policy.

Types of Academic Misconduct:

1. **Cheating**
 - **Cheating:** When a student tries to gain a benefit or an edge that is not earned. Examples of cheating include:
 - Copying another student's work.
 - Copying test questions or answers.
 - Forging signatures or documents.
 - Using notes or aids that are not allowed during a test.
 - Submitting work that isn't your own.
 - Talking to others during a test.
 - Sharing or discussing test questions with others.
 - Letting others do most or all the work in a group project.
 - Submitting work generated in whole or in part by artificial intelligence tools (AI).
 - Utilizing AI tools to get the answers to questions on a test or assignment.

2. Accomplice to Cheating

- **Accomplice to Cheating:** someone who helps another student cheat, but may not be directly involved or benefits from it. Examples of accomplice to cheating include:
 - Letting another student to copy your answers.
 - Not reporting known cheating behavior.
 - Leaving your work accessible for others.
 - Not stopping or discouraging cheating when you are aware of it.

3. Collusion

- **Collusion:** When two or more students actively work together to cheat or gain an unfair academic advantage. Examples of collusion include:
 - Sharing your work or someone else's work with another student to help them cheat.
 - Telling someone how to access another student's assignment or test answers.
 - Providing information on how to obtain test questions before the exam.
 - Forging or altering documents for another student.
 - Assisting in copying or fabricating documents.
 - Giving unauthorized notes or materials to another student during a test.
 - Taking a test or completing an assignment on behalf of another student.

4. Duplication

- **Duplication:** Turning in the same work for different assignments or different classes without the expressed consent of your teachers or when working in the context of an interdisciplinary unit. Examples:
 - Turning in the same essay written in your Individuals and Society class to your Language and Literature teacher.
 - Turning a project in a current class which was completed previously as an assignment for another class.

5. Plagiarism

- **Plagiarism:** Using someone else's words, ideas, or work (intellectual property) without giving them credit by properly citing. Plagiarism can be intentional or unintentional and the best way to avoid plagiarizing is to always acknowledge the work of others, including work generated by AI tools.

6. Paraphrasing Without Citation (Type of Plagiarism)

- **Paraphrasing:** to say something that someone else has said or written using different words without citing in accordance with the Florida B.E.S.T. Standards, ELA Expectation [ELA.K12.EE.1.1](#).

Consequences of Academic Dishonesty:

The whole process of dealing with academic dishonesty will follow the rules and procedures set by the Parent-Student Handbook and the Broward County Discipline Matrix. If a student is referred to for academic dishonesty and found guilty, the consequences will be handled just like any other disciplinary issue at Franklin Academy Cooper City. If a student is academically dishonest, they might also lose certain privileges. This could include missing out on school trips, special activities, or participating in certain school-sponsored groups or teams.

Policy Review

The Academic Integrity Policy is reviewed annually at the beginning of the school year. The initial review process involves the IB pedagogical leadership, including the Principal, Assistant Principals, IB Coordinators, and teachers, to ensure the policy remains effective and up-to-date. This policy was last reviewed, amended, and approved on August 21, 2025 by the following persons: Shannon Arbogast (Curriculum Specialist), Marisa Goldstein (Teacher Mentor), Amneris Velazquez (MTSS Support), Jose L. Lugo (IB Coordinator) and the following teachers: Spencer Degen, Kathryn Pettit, Maria Reyes, Diana Tello, Jennifer Snapp, Dwayne Dennis, and Nicole Frobel.

Franklin Academy Cooper City **Academic Integrity Contract**

1. I have read and understand Franklin Academy's Academic Integrity Policy.
2. I will always do my own work and submit assignments that represent my own efforts.
3. I will give credit when using the words, ideas, or work of others in my assignments.
4. I will use artificial intelligence (AI) tools responsibly and cite any AI-generated content.
5. I know what academic misconduct is and understand the consequences of engaging in it.
6. I will seek help if I am unsure about any aspect of the Academic Integrity Policy before submitting my work.
7. I will discourage and report incidents of academic misconduct.
8. I will respect the intellectual property of others.
9. I will not cheat or help others cheat.
10. I will produce new work for each assignment and not reuse previous work without permission.
11. I understand that if I am academically dishonest, I may lose certain privileges, such as school trips, special activities, or participation in school-sponsored groups or teams.

My signature below indicates that I have read, understand, and agree to abide by the Franklin Academy Academic Integrity Policy. This knowledge also includes the acceptance of consequences for any policy violation(s).

Student Name (Print): _____ Date: _____

Student Signature: _____ Date: _____

I have read the Franklin Academy Academic Integrity Policy and will support the guiding principles that have been established herein.

Parent Name (Print): _____ Date: _____

Parent Signature: _____ Date: _____