

MSJHS Academic Integrity Policy

Mission San Jose High School believes it should reinforce the values of our democratic society, teach citizenship, and provide an environment conducive to ethical behavior. Our community believes that the school should maintain a climate in which honesty, courtesy, consideration, integrity, and a concern for others are highly valued.

Cheating takes place when a student attempts to attain academic credit through dishonest, disrespectful, irresponsible, untrustworthy, or unfair means. This not only misrepresents a student's knowledge and abilities but also undermines the teacher's capacity to assess them honestly and fairly. Factors that contribute to cheating include: pressure to excel, overscheduling/insufficient time to finish all the required homework, poor time management, parent expectations, peer pressure, and inefficient study skills. Any form of cheating is unacceptable and denigrates the value of education. Our teaching staff places the importance of learning above the importance of grades and assures students that the results of their best efforts are what everyone should be proud of.

To avoid inadvertent cheating, the following list, which is NOT intended to be all-inclusive, delineates a variety of methods that encompass cheating:

- Plagiarism: unauthorized use, or close imitation/paraphrasing, of the language and thoughts of someone else and the representation of them as one's original work (all sources must be cited)
- Using any unauthorized materials when testing, such as "cheat" notes (physical and virtual)
- Letting someone else see one's own or another's paper during an examination, test, or quiz.
- Looking at someone else's paper during an examination, test, or quiz.
- Talking with another student during an examination, test, or quiz, even if the student has already turned in their testing materials.
- Accessing unauthorized electronic devices during testing.
- Altering answers when tests are returned for review.
- Giving or discussing test information with other students with the same teacher or course.
- Submitting individual projects not wholly one's own
- Fabricating or altering laboratory data

AI Use in the Learning Environment:

Per FUSD Board Policy [BP 5131.9](#):

1. Unauthorized AI use in any assignment, quiz, test, project, etc. will be considered cheating, and dealt with accordingly: "Prohibited uses include, but are not limited to, using technology primarily or solely for the completion of coursework as a student's original work and generating answers to mathematical, scientific, or analytical problems." ([BP 5131.9](#))
2. The teacher may authorize [specific AI use](#) through clearly written instructions on a given assignment/quiz/test/project: "With teacher consent, students may also use technology to assist with assessments, homework, and/or makeup work or other uses approved by the teacher." ([BP 5131.9](#))
3. If a student is suspected of unauthorized AI use, the student bears the burden of proof to demonstrate that their work is original, e.g., by showing gradual edits in their Google Doc version history, or explaining/redone part of an assignment as designated by the teacher.
4. "If an employee suspects that a student has used technology in violation of this policy, the student shall be allowed to demonstrate that the use of technology was per this policy." ([BP 5131.9](#))

Consequences

Consequences for cheating are severe. They are school-wide and cumulative for all the years one attends Mission San Jose High School. Once cheating has occurred, parents and administrators will be notified, and the following consequences will ensue:

First Offense:

- Student receives **0%** on the assignment.
- The teacher notifies the parent and administrator.
- Counseling is provided for students to find acceptable ways to meet course obligations.

Second Offense: (in any class)

- Student receives **0%** on the assignment.
- The teacher notifies the parent and administrator.
- Student attends a mandatory academic integrity intervention during Advisory.
- Counseling is provided for students to find acceptable ways to meet course obligations.

Student Responsibilities:

- Be proactive: seek help from your teacher during class or Advisory.
- Manage time so you have adequate time to study for any tests or quizzes.
- During a test: Make sure your paper cannot be seen by anyone else; Keep your eyes on your own paper; Do not talk (ask your teacher, not your neighbor, questions of clarification).

- After the test or quiz, do not discuss questions with other students until **ALL** students have taken it.
- Do not copy others' homework; do not work with other students on assignments unless the teacher gives instructions to do so or unless the teacher tells the entire class to work together.
- Do not copy or paraphrase texts without proper citations.
- In fairness to all, students should make the teacher aware that cheating is taking place, including the kind of cheating and the methods used.
- Students should consider how their actions will be perceived in a professional, academic setting.

Teacher Responsibilities

- Make your cheating policy and personal philosophy known to all students via the syllabus. Be specific about your expectations for tests, papers, homework, etc.
- Be fair to all students: test on test days, prepare students for and give notice of tests, and be available to students during class or advisory.
- Supervision needs to be constant during test periods: actively proctor tests.

Parent Responsibilities:

- Reinforce the values of academic integrity reflected in this document. Make sure that your student understands that these ethical values apply every day and in every situation.
- Reduce the pressure for "success at any cost." Give your student support even when their best effort does not earn an 'A.' It is our collective responsibility as a community to foster a healthy academic environment and to emphasize proper study habits. Understand that students tend to violate the Academic Integrity Policy due to undue pressure or unhealthy competition.
- Be aware of homework. Support your student's study time. Provide a good study environment. Be sensitive to your student's study time frame. When they say they need to study, they mean it.
- Monitor their screen time and bedtime daily. Adequate sleep is essential for everyone's success.