

ALPHARETTA HIGH SCHOOL COMMON SYLLABUS 2020-21



The information provided below pertains to policies and procedures that remain consistent in every Alpharetta High School classroom. These policies are supplemental to the information in the Handbook for Students and Parents and the individual class syllabi.

Universal Remote Learning Grading Guidance

During Universal Remote Learning, for a student to earn a final grade in a course, students must complete 80% of the graded summative assignments/assessments. If they do not earn at least a 70% on a summative assignment/assessment, students may participate in three Recovery opportunities until at least a 70% is achieved. An "I" for incomplete will be entered into Infinite Campus for a summative assessment/assignment that is not turned in.

If the original assignment grade is over a 70%, students may recover the work one time within one week of the return date of the assignment. All requests for recovery of work with an original grade above a 70% must be initiated by the student within the one week.

Recovery options for each summative assessment are determined by each department and course team.

ATTENDANCE

Students are expected to attend the daily synchronous session to be marked present. Students should follow the procedures outlined in the URL addendum in the Handbook for Students and Parents documenting absences.

HOMEWORK

All homework assignments will be designed to provide relevant activities that align with the course scope and sequence. During Universal Remote Learning, homework will not be a category in the teacher's gradebook. Teachers will assign asynchronous learning activities during the 45-minute class period.

International Baccalaureate and Advanced Placement courses may assign additional homework up to 30-minutes every other night based on a rotating Alpharetta High School school-wide A/B schedule.

MAKE-UP WORK

Students should read and understand Make-Up Policies as outlined in the URL addendum in the Handbook for Students and Parents. This policy governs all make-up work for all classes.

FINAL EXAMS

All courses will have final exams that will be weighted at 20%. Students should read and understand final exam policy as outlined in the URL addendum in the Handbook for Students and Parents. If students submit 100% of their summative assignments/assessments, the students will be exempted from their final exam.

ACADEMIC HONESTY

URL provides unique challenges to teachers and students with regards to the Honor Code. However, cheating and plagiarism will not be tolerated.

Per the FCS Code of Conduct:

The expectation is that each student will be honest and submit his/her own work. Cheating, plagiarism and other Honor Code violations are strictly prohibited. Examples of violations of this rule include, but are not limited to:

- copying or "borrowing" from another source and submitting it as one's own work
- seeking or accepting unauthorized assistance on tests, projects or other assignments
- fabricating data or resources
- providing or receiving test questions in advance without permission
- working collaboratively with other students when individual work is expected

Students should read and understand the school's Academic Honesty Policy as published in the URL addendum to the Handbook for Students and Parents. Students are responsible for adhering to these policies at all times and on all assignments, assessments, projects, or tasks.

In order to reinforce Alpharetta High School's commitment to academic honesty and the ideals of being a RICH Raider, students will be expected to write or sign an Academic Honesty pledge prior to completing an individual assignment.

The AHS Academic Honesty pledge states: ***As a RICH Raider, I, __ (student name) __, pledge that I have neither given nor received assistance on this assignment.***

GRADING SCALE

Letter grades will be assigned according to Fulton County's approved grading scale, which is as follows: A—100-90, B—89-80, C—79-70, F—69-0. Students who do not complete 80% of the summative assignments/assessments will receive an "I" for incomplete. Honors points are added by the county at the end of each semester. Additional information can be found in the URL addendum in the Handbook for Students and Parents.

SUMMATIVE ASSESSMENTS/ASSIGNMENTS

During Universal Remote Learning, the summative assessment/assignment category will be weighted 80% of the student's overall grade. Formatives will be used to measure academic progress, but it will not impact the student's numerical average.

Based on department and course professional learning community agreements, summative assessments and assignments will use the multipliers of 0.5, 1.0, and 2.0.

INFINITE CAMPUS

Fulton County Schools uses Infinite Campus as a learning management portal, which allows students and parents to view the student's academic progress and attendance on-line. You may visit www.fultonschools.org/infinitecampus for more detailed information, including instructions for creating an account and logging in. Additional information can be found in the Handbook for Students and Parents.

MICROSOFT TEAMS

Fulton County Schools uses Microsoft Teams as the learning management portal. Microsoft Teams can be accessed via the student's Fulton County School issued device or via Classlink on the Fulton County website. Students are expected to log onto Teams and check their FCS email daily.

R.I.S.E./RECOVERY

R.I.S.E. stands for Re-teaching/Instructional Support and Enrichment. It is dedicated time made by each teacher on a weekly basis for students to receive additional support to help build to content mastery. The AHS Recovery Policy involves opportunities designed to allow students to recover from a low or failing summative assignment/assessment. Students should participate in a R.I.S.E session before completing the recovery summative assignment/assessment. Students should read and understand the R.I.S.E. and Recovery Policies as published the URL addendum in Handbook for Students and Parents. Recovery must occur prior December 4th to comply with FCS board policy.

AHS DEPARTMENT R.I.S.E. SCHEDULE

SCHOOL YEAR	Monday	Tuesday	Wednesday	Thursday	Friday
2020-21	SCIENCE	MATH	SOCIAL STUDIES	ELECTIVES	LANGUAGE ARTS

COMMUNICATION WITH FACULTY

Due to limited access to phones during the day, please email faculty members with questions and concerns, so they answer inquiries and resolve issues. Parents and guardians may arrange individual teacher-parent conferences teachers; however, if a conference with more than one teacher is desired, the student's counselor can help coordinate the meeting. Parents must meet virtually with a teacher before requesting a meeting with the department chair; parents must meet virtually with a department chair and teacher before requesting a meeting with the department administrator. Additional guidelines can be found in the Handbook for Students and Parents.

LOST/DAMAGED BOOK POLICY

Students are financially responsible for all books issued by Alpharetta High School. Textbooks may not be left in classrooms, and teachers are not responsible for students' books once books have been issued to the student. The copy issued to the student must be turned in at the end of the course.

Students will not receive credit for turning in another student's book, and students may not turn in replacement books. The cost of replacement will be assigned to any student that fails to turn in the exact book she/he was issued and/or to any student that turns in a damaged book. If a student is issued a damaged book (i.e. broken binding, torn pages, water damage, writing, etc...), then the book must be brought to room 1330 for a replacement book or to document the damage. There is a two-week grace period for students to document damage before the student will be held accountable.