



STUDENT GRADE LEVEL PRESENTATIONS

August 2026



Student Support Teams

LAST NAME RANGE	ADMINISTRATOR	LOCATION & EXT.	COUNSELOR	LOCATION & EXT.
A-Coh	Sharolyn Ketchup <i>Assistant Principal, Safety & Security</i>	Suite 1330 47692	Cloe Crosby <i>Counselor</i>	Suite 1320 47668
Coi-Haq	Alona Shupe <i>Admin Assistant, National Testing</i>	Suite 1220 47652	Jami Proksa <i>Counselor</i>	Suite 1310 47655
Har-Lo	Clair Greenaway <i>Assistant Principal, Scheduling</i>	Suite 1330 47644	Amy Longstreth <i>Counselor</i>	Suite 1310 47664
Lu-Peq	Tina Johnson <i>Assistant Principal, Special Education</i>	Suite 1220 47677	Letitia Graham <i>Counselor</i>	Suite 1220 47660
Per-Sha	Mike Scheifflee <i>Principal, School Leadership</i>	Suite 1200 Front Office 47681	Brandi Taylor <i>Counselor, Department Chair</i>	Suite 1310 47643
She-Z	Errol Dice <i>Assistant Principal, Student Behavior Support</i>	Suite 1220 47667	Karen Bolt <i>Counselor</i>	Suite 1320 47667



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AHS Counseling



Ms. Crosby, A-COH



Ms. Proksa, COI-HAQ



Ms. Longstreth, HAR-LO



Ms. Graham, LU-PEQ



Ms. Taylor, PER-SHA



Ms. Bolt, SHE-Z



How can we help?

Alpharetta High School has two counseling suites.

Office 1310

Ms. Longstreth, Ms. Proksa & Ms. Taylor

Office 1320

Ms. Bolt, Ms. Crosby & Ms. Graham



How do you see your counselor?

📌 Walk-In Visits

- Availability varies.

📅 Schedule an Appointment

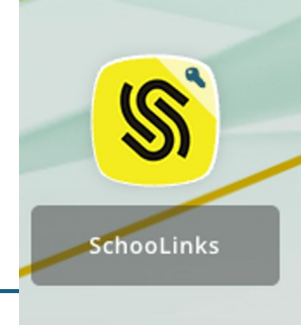
- Need dedicated time?
- Visit AHS Counseling – [Booking App](#)

☕ Counselors' Corner (Media Center)

- Media Center – Tues - Thur – Lunches
- No appointment needed!



College & Career Readiness- Schoolinks



**What is
Schoolinks?**

It is a career and college research platform.

Access it through ClassLink

**If you have
never
accessed it
before,
please do!**

You can start completing the assigned tasks in Schoolinks, so becoming familiar with it now will help you in the future!



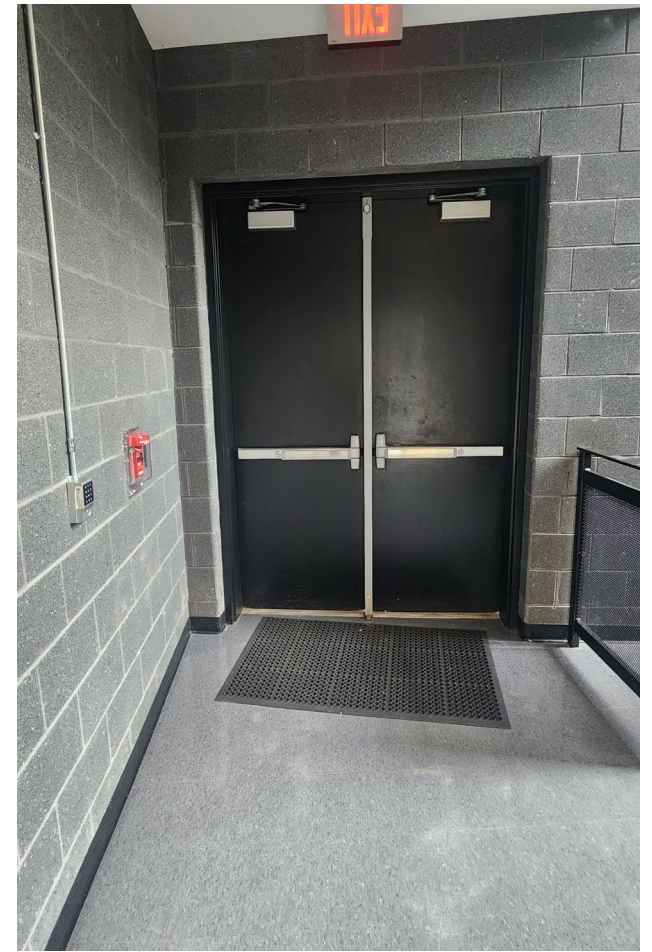
Safety at AHS

Be	Be aware of your surroundings
Follow	Follow school procedures
Support	Support each other in making safe choices



Entry/Exit Procedures

- Do NOT open exterior doors for anyone or leave door propped open
- Be aware of marked doors
- All parents and guests must check in at the main office



See Something, Say Something

Report anything suspicious or concerning



Reach out to:

- 3 Campus
Security Officers

- 2 School
Resource Officers

Administrators

Any adult in the
building



Anonymous reporting options available



Report a Safety Concern

- **S**ee It. **H**ear It. **A**nd **R**eport It **E**very Time
- Report anonymously using the **SHARE** Tip Line



Rider Share and Food Services

- NO
- Parents may drop off food at the reception desk



Safety - Student IDs are Required

Didn't get yours? **TODAY** in the Gym



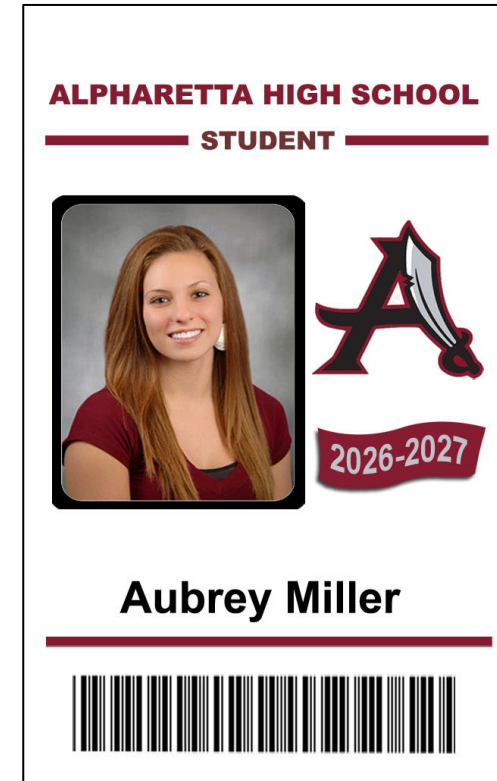
Student Responsibilities

- wear student ID at all times
- move with purpose
- arrive to class on time
- always ask permission to leave
- always use official hall passes
- cell phone must remain in classroom when issued a pass



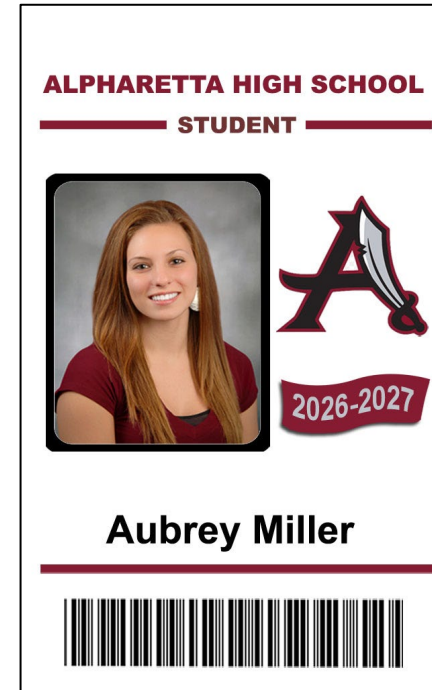
Stickering

- Open Gym
Lunches – AHS Cafeteria
- 911 – Emergency Release
Thur. and Fri. – Lunches – AHS Cafeteria
- Virtual/Dual Enrollment
Thur. and Fri. – Lunches – AHS Cafeteria
- **Extended Lunch Privilege (11th and 12th Only)**
Mon. 8/17 – 4th and 5th – AHS Auditorium



Lost ID? Scan the QR Code

Forgot your ID? Visit the AHS Media Center



- Scan the QR code to request a replacement
- IDs are printed and delivered within 48 hours



Attendance

- Students are expected to attend all classes each day and on time.
 - 3 class skips = full day absence



Attendance – Tardies

- 5 minutes for each transition
- 1 minute warning bell, all students are moving
- Must enter the classroom before the bell
- Always have a hallway pass

Excessive Tardies

- Loss of privileges – open gym, extended lunch, parking
- Consequences – detention, ISS, parent conference



Attendance

- **AHS is not an open campus.**
- Students must have verified, permission to leave under the following circumstances:
 - Extended lunch w/permission (11th and 12th grade only)
 - Dual Enrollment
 - Virtual Course Assignment
 - Must present **Student ID w/ appropriate sticker**
- Must be present, in each class daily.
- Must arrive to class before the bell rings



Attendance

- **Early Checkout Process**

- Submit handwritten parent note at reception.
- Checkout slip/pass is delivered to the student.
- If no note is provided:
 - **Drivers:** Parent emails the attendance office.
 - **Non-drivers:** Parent comes inside to check the student out.

- **Returning from an Appointment**

- Check back in at the reception desk, submit your doctors note.

- **Late Arrival Process**

- Check in at reception and submit parent note if applicable.

- **Planned Absence Process**

- Pick up a Planned Absence Form from the front office if you know you'll be out.
- Submit the completed form at least **one week in advance** of the absence.



Attendance

Did you know that your attendance can impact campus privilege?

Students with poor attendance habits may lose:

- Virtual Course Eligibility
- Work Based Learning Assignments
- Open gym
- Extended Lunch – this year impacts next year
- Student Parking



Five to Thrive



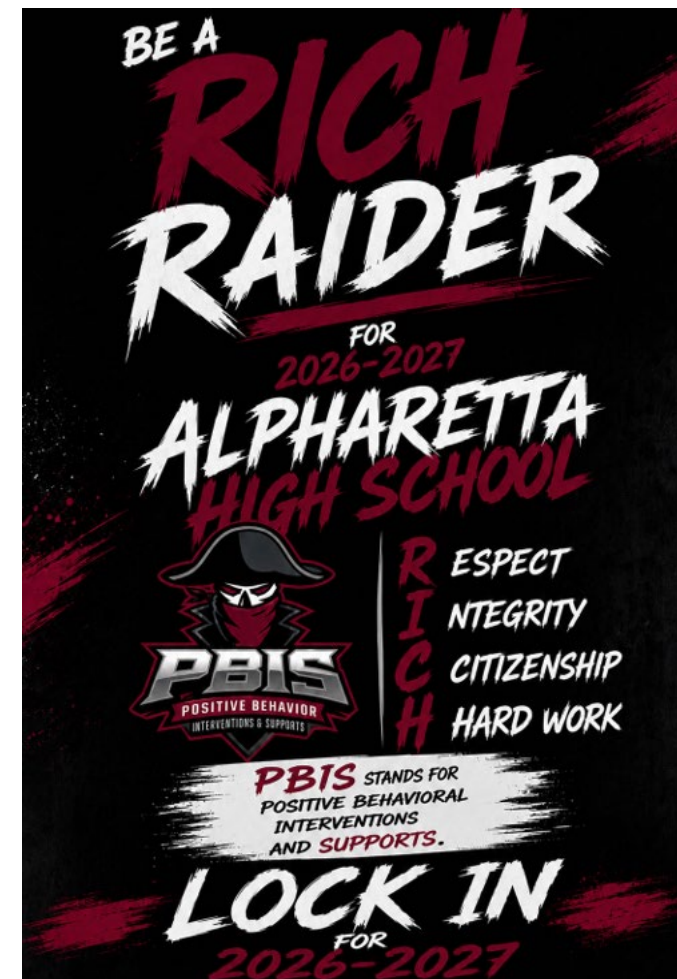
- First 5 Days – Focused on showing up daily, on time to each class.
- Incentive – Those students who demonstrated strong attendance habits during the first week are entered to win gift cards.
- **ATTENDANCE GOAL: 95% attendance for all students!**

Week 1 Winners:



PBIS at Raider Nation

  Alpharetta High School R.I.C.H. Raiders					
R.I.C.H.	Learning Environments "Keep It Focused"	Cafeteria "Keep It Clean"	Hallways "Keep It Moving"	Activities "Keep It Civil"	Community "Keep It Classy"
Respect	Honor Property and People	Be Courteous To All	Allow Personal Space Use Positive Language	Honor Property and People	Demonstrate Dignity
Integrity	Follow Academic Honesty Code Follow Dress Code	Pay For Food and Drinks	Use Hall Passes Follow Directions of All AHS Staff	Support the Raiders	Be Honest
Citizenship	Maintain a Work Environment Be On Time	Dispose of Trash Report Misconduct	Wear a School ID Visit Vending Machines Before Warning Bell	Support All Participants	Serve Others
Hard Work	Be Productive	Clean-Up After Yourself	Move With Purpose	Give 100%	Be a Role Model
As R.I.C.H. RAIDERS we strive to be: Open-Minded · Caring · Communicators · Principled · Reflective · Balanced Knowledgeable · Inquirers · Thinkers · Risk-Takers					



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PEDs

Personal Electronic Devices

High school students are prohibited from accessing personal electronic devices during instructional time.



What is a Personal Electronic Device (PED)?

Any portable device used for communication, data, or media—e.g., smartphones, smartwatches, tablets, laptops, headphones.

Classroom Rules for PEDs?

- PEDs must be out of sight and inaccessible during instructional time.
- Devices must be stored in backpacks/purses or in designated classroom storage.
- PEDs are not allowed when issued a hallway pass or during bathroom breaks.
- PEDs cannot replace school-issued laptops.
- Teachers will provide alternative access to learning materials.

What is Instructional Time?

The full duration of a scheduled class period, including 5th period advisement and bathroom breaks.

When can I use my PED?

Only before school,
during class transitions,
and at lunch.



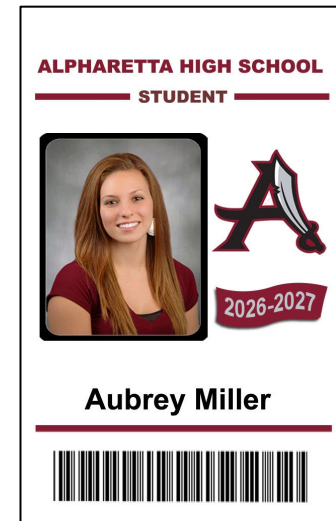
Location Specific Expectations

Cafeteria

- Respect the space and property of others
- **Clean up** after yourself and dispose of trash properly
- Stay in approved areas
- Keep hands, feet, food, and objects to yourself
- Always pay for items
- Always wait in line

Hallways

- Move directly to your destination
- Always use a hall pass
- Keep hallways clean
- Always wear your **Student ID**
- Be aware
- Report concerns to an adult



Dress Code



The following expectations must be met by all AHS students:

- Apparel must be long enough to cover buttocks and private areas
- Apparel cannot be worn independently exposing the midriff or shoulder areas.
- Apparel with holes cannot expose buttocks and/or private areas.
- Apparel that is see-through is not permitted.
- Undergarments should not be visible at any time.
- Attire suspected to show gang affiliation is not tolerated.



Dress Code



The following expectations must be met by all AHS students:

- No depiction of alcohol, drugs, tobacco, weapons, or derogatory, inciting, or sexually suggestive words, pictures or symbols may be on, or a part of, any clothing or accessory.
- Students may not wear items that cover or obscure the face, head, or identity in a manner that interferes with natural visibility, identification, or supervision by school staff.

AHS Administrators reserve the right to ask students to change/adjust their attire. School administrators will use professional discretion in enforcing the spirit and intent of these expectations. Students found in violation of this policy may be required to adjust their attire and may be subject to disciplinary consequences.



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Other Considerations

- Insubordination
 - Always follow school rules and faculty directives.
- Physical & Verbal Confrontations
 - If confronted, do your best to walk away and inform the nearest adult.
- Smoking/Vaping/Drugs & Alcohol
 - Do not buy, sell, consume, posses, or bring these items to campus.



Grades

- Teachers will return graded assignments and assessments within 10 school days of the assigned deadline
- Progress reports are visible in the portal every 4.5 weeks



Midterms and Final Exams

- **Midterm or Final Exams** – 1 Major Grade
 - *cumulative and cannot be recovered*
- **EOCs** (Algebra, Biology, Lit/Comp II, US History) - 20% of 2nd Semester Final Grade
 - *these courses will include a gradable experience*
- **Gradable Experience** - administered on the final exam day in courses without a midterm or final
 - * 1 Minor Grade, can be exempted*



Final Exam/Gradable Experience Exemption

Student exam exemptions are intended as an incentive.

- **Yearlong Courses** - exempt spring final exams only.
- **Yearlong Midterms** – cannot exempt midterm exam.
- **Semester Courses** - exempt fall and spring final exams.
- **Gradable Experiences** - exempt both fall and spring gradable experiences.

Students may exempt a final exam or gradable experience in any face-to-face class in which they meet all the following criteria:

1. Unweighted average of 90 or higher as of the announced date and maintained through the end of the semester
2. No ISS or OSS during the current semester
3. No major honor code violations during the school year in the class during the final exam period.

See the exemption policy for more information.



Make-Up Work & Late Assignments

- Contact your teacher on the day you return from an absence
- Complete make-up work within **10 days** of original due date
- Students receive the same number of days they were absent to complete missed work
- Missing assignments are marked as missing until submitted
- Teachers may deduct up to **25% off** for work submitted after the deadline
- **Skipped a test?** You are required to take it the next day and may not complete recovery.



Multiple Major Assessments

- More than 3 major assessments in a day?
 - You may request that your 4th assessment be rescheduled
 - Contact your teacher 72 hours in advance



Recovery

- Recover all major assessments with a score below 75
- R.I.S.E. session after the graded assessment is returned and before the recovery assessment is administered
- One recovery attempt per major assessment
- Replacement grade no higher than 75
- Must occur before the next major assessment is given or within 10 days of the date the assessment is posted in Infinite Campus, whichever comes first.
- Original assessment score noted in the comment section of the gradebook
- If recovery score is lower, the original score will stand



Re-teaching, Instructional Support and Enrichment (R.I.S.E.)

- Dedicated time on a weekly basis
- Meets each student's individual needs
- Recommended for students with a course cumulative average of a 74 and below or when a grade below 75 is earned on a specific major assignment or assessment

AHS DEPARTMENT R.I.S.E. SCHEDULE

SCHOOL YEAR	Monday	Tuesday	Wednesday	Thursday	Friday
2026-2027	English/Language Arts	Science	Math	Social Studies	World Language/Electives



Student Parking

- **Parking Pass Only**
- Must be eligible 12th or 11th grade student
- There are no day passes available
- Students may not use visitor parking for any reason



Schedule Change Request Process

Deadline: Friday, August 14th

- **Necessary changes include:**

- Addition of Courses Required for Graduation (if student is a senior),
- Addition of Courses to Fill Empty Periods
- Deletion of Courses Already Completed
- Deletion of Courses “Doubled Up” During A Specific Period
- Level Up Course Changes (i.e., on-level to Honors or Honors to AP or on-level to AP). Students must meet the grade requirement and prerequisites (see the AHS Indicators of Success in the Course Catalog).

- **The following are not necessary reasons for a schedule change:**

- Teacher Change
- Specific Period Changes
- Lunch Period Changes
- Level Down Changes (i.e., Honors to on level to AP/IB or Honors or on-level).
- Elective changes (academic or non-academic)
- “Change of Mind”
- Incomplete Summer Assignments



[SCHEDULE CHANGE REQUEST](#) [First Semester 2026 – Fill out form](#)



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Getting Involved – Clubs and Organizations

- AHS Currently has over 50 clubs
- Visit the [AHS Club Directory](#)
- Don't see a club that fits your interests?
 - Start one, learn more here: [Start and AHS Club](#)



Flex/Advisement Options - 5th Period

- **Grade Level (grouped by student's grade and in alphabetical order by last name)**
- **Intervention**
- **Enrichment/specialty**
 - Student Council
 - Science Olympiad
 - Debate
 - Model UN
 - IB Support
 - IB Music
 - ESOL Support
 - Creative Writing
 - I'm Board! (Board and card games)
 - Check, Matie! (Chess Club)
 - History of American Music
 - History of Film
 - Print Shop
 - Audio Video Tech & Film
 - Jazz Ensemble (must be in band)
 - Orchestra
 - Chorus
 - Theatre Prep
 - Open (art) Studio
 - Unified Raiders
 - Fiber Arts (Knitting & Crochet)
 - Football
 - Boys Basketball
 - Wrestling
 - Cross Country
 - Track
 - Soccer
 - Golf

To request a change in Flex/Advisement, use the **Schedule Change Request form**:



Interested in History of Music & Film, Board Games, Chess, or Model UN, use the link below to request it for your Flex/adv and obtain teacher approval:



Lost and Found

- Electronics and valuables are returned to the main office
- Lunch boxes and water bottles are stored on the microwave carts in the cafeteria
- Apparel and clothing is returned to the school clinic





WHERE DO I GO?



Parking Questions: Front Office

Guest Form for a Dance: Front Office

Lost & Found: Front Office or Clinic

Textbooks: Suite 1330

Work Permits: Suite 1330

DDS & ADAP Certificates: Front Office Attendance

Pre-Approved Absence Form: Front Office Attendance

Remote Learning Form: Front Office Attendance



Upcoming Dates!

- Football Pep Rally - 8/27 @ 6:00pm Alpharetta Green
- Football @ Home – 8/28 @ 7:30pm
- Curriculum Night – 9/10 @ 6:30pm
- **HOMECOMING WEEK:**
 - **RaiderFest** – 9/30 @ 5:00pm
 - Fall Pep Rally – 10/2 During 5th Period
 - Homecoming Football Game – 10/2 @ 7:30pm
 - Homecoming Dance – 10/3 @ 8:00pm

