

**COMBS INTERMEDIATE SCHOOL
FAMILY HANDBOOK
2024-2025**



**Combs Intermediate School
Ferguson-Florissant School District
300 Rue St. Jean
Florissant, MO 63031**

314-831-0411

Derek R. Bridges
PRINCIPAL
Dr. Renetta Batteast
ASSISTANT PRINCIPAL

Table of Contents

School Contacts	5
Combs Mission, Vision, and SPRCK Pledge	6
Combs Mission	6
Combs Vision	6
SPRCK Traits	6
SPRCK Pledge	6
Ferguson-Florissant School District Vision, Mission, & Core Values	7
Ferguson Florissant School District Vision	7
Ferguson-Florissant School District Mission	7
Ferguson -Florissant School District Core Values	7
Parent Communication	8
Admissions Process	9
Enrollment Information Needed	9
Attendance Policy	10
Attendance	10
Timely Arrival and Dismissal	10
Unleashing Potential (Before & After School Care)	10
Breakfast	10
Early Release/Family Pickup	11
Excessive Tardies and Absences	11
Combs Arrival and Dismissal Procedure for Parents	12
Conduct & Responsibility	14
Discipline Code	14
Consequences	14
Referrals	15
District K-5 Uniforms	16
FFSD Clear Backpack Policy	19
Cell Phones & Personal Belongings	20
Extracurricular Opportunities	21
Combs Families Supporting Students (FSS)	21
Cafeteria	21
Breakfast and Lunch	22
Snacks	22
Birthdays Treats and Snacks	22
Physical Education	23
Playground Supervision	23
Curriculum & Grading	24
Curriculum	24
Testing	24
Classroom Placement	25

Positive Behavior Intervention & Supports	26
PBIS Rewards & Incentives	26
Paw Print Store	26
Weekly and Monthly Rewards	26
Quarterly Rewards	27
Family Conferences	28
Family Concerns & Problem Solving	28
School Visitor Procedures	29
Bus Conduct	30
School Closings	30
Student Health & Safety	31
Illness at school	31
Immunizations	31
Medication at School:	31
School Physicals	31
Screenings	31
Communicable Diseases	32
Conjunctivitis or “Pinkeye”	32
Head Lice	32
Excuses Form Physical Education or Outdoor Activity	32
Home Teaching for Long-Term Illness	32
Six Simple Ways to Help Your Child do Better in School:	33
Academic Expectations by Grade	34
3rd Grade	34
4th Grade	34
5th Grade	34
Student Grading	35
Standards-Based Grading	35
What are standards?	35
FFSD 2023-2024 Student Calendar	37

August, 2023

Dear Combs Intermediate School Families,

On behalf of the Combs Intermediate School staff, I would like to welcome you to the 2024-2025 school year! You are an important component in the success of our students. I know you will find Combs School a wonderful place to learn and grow!

This handbook was prepared to assist you in your role as a school parent and supporter of quality education. Please take some time to read this handbook as it contains valuable information you will need throughout the year. If you have questions concerning any of the information, please feel free to ask your child's teacher or call the school office.

Combs School staff is dedicated to ensuring that all children have a safe and successful school year. I look forward to working with you and your student(s) during another wonderful year at Combs.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Bridges'.

Derek R. Bridges
Principal

School Contacts

Derek Bridges (Principal)

dbridges@fergflor.org (314) 831-0411

Renetta Batteast (Assistant Principal)

rbatteast@fergflor.org (314) 831-0411

Georgia Cotton (Office Professional)

gcotton@fergflor.org (314) 831-0411

Jessica Yancy (Office Professional)

jyancy@fergflor.org (314) 831-0411

Kathy Torrey (School Nurse)

ktorrey@fergflor.org (314) 831-0411 (x)1400

Ashley Dove (Counselor)

aburkett@fergflor.org (314) 831-0411 (x)1500

Madeline Frank (Counselor)

mfrank@fergflor.org (314) 831-0411 (x)1965

Lisa Thomas (SSD Area Coordinator)

lthomas@fergflor.org (314) 831-0411

Combs Mission, Vision, and SPRCK Pledge

Combs Mission

The Combs School Community will challenge each learner to reach their full potential by providing them with the tools to:

- Set goals
- Persevere
- Problem solve
- Take ownership of their actions
- Practice self respect

in a safe and respectful environment.

Combs Vision

The Combs School Community will strive to meet the needs of all learners, to ensure that they are college and career ready while having a positive impact on society.

SPRCK Traits

- Safe
- Persevere
- Responsible
- Cooperative
- Kind

SPRCK Pledge

I believe I will achieve excellence today.

I will SPRCK in every way.

I will choose to be safe, responsible, cooperative, and kind.

I will persevere with positivity in mind.

At Combs, we SPRCK in every way.

At Combs, best effort is the only way.

Ferguson-Florissant School District Vision, Mission, & Core Values

Ferguson Florissant School District Vision

All learners graduate believing that anything is possible and prepared to realize those possibilities.

Ferguson-Florissant School District Mission

We provide high quality instruction to every student in every neighborhood while prioritizing equity and compassionate relationships.

Ferguson -Florissant School District Core Values

Student Centered

We use an equity lens to focus our policies, our actions, and our resources on students' academic, social-emotional, and physical well-being.

Excellence

We have high expectations for all of our students and are relentless about providing high quality, culturally competent teaching and resources to meet those expectations.

Innovation

We ensure our students are ready for a dynamic, ever-changing world by exploring real world issues and promoting curiosity and critical thinking to find innovative solutions.

Relationships

We build relationships across our schools and community to ensure everyone feels welcomed, heard, and involved as agents of positive change to create access and opportunities for students.

Parent Communication

Parent Portal: Please make sure your information is up to date in your Infinite Campus Parent Portal. This includes your phone number and email address.



<https://fergflormo.infinitecampus.org/campus/portal/parents/fergflor.jsp>

ClassDojo:

We are a ClassDojo school. Your teachers will invite you to join their class. Parents are encouraged to download the Class Dojo app for their student and review it daily together as a family. Teachers use Class Dojo to share important information with families as well as provide daily updates on student behavior and academic performance.

Admissions Process

Enrollment Information Needed

New enrollees to the Ferguson-Florissant School District must register at the District Admissions center, 1005 Waterford Drive, 314-506-9960. In order to complete the registration process you must have the following documents:

1. Proof of Residency Documents

- * Mortgage agreement or Current lease agreement and
- * Occupancy Permit dated within the last 30 days

2. Verification of Child's Age

The birth certificate must be issued from the state in which the child was born. Hospital birth certificates are not acceptable.

3. Verification of Immunization and Physical Examinations

Parents must provide a record of the student's immunization record and a record of physical examination. Forms are available from the school secretary. (See Health and Safety – Immunizations).

4. Previous Academic Records

We will request official records from your previous school, however, if you have copies, please bring them at the time of enrollment. These records should include: (1) latest report card, (2) standardized achievement test results, (3) reports of special evaluations, and (4) Individual Education Program (IEP) and Diagnostic Summary, if available.

Attendance Policy

Attendance

Consistent attendance is a major component of student success, and we love having our students here all day, each day! Our goal is having students at school for at least 92% of all instructional minutes this year. Please help us achieve this goal by having students at school on time each and every day, as well as limiting early dismissal days!

Children should plan to arrive at 8:35 for breakfast. Children should not arrive prior to 8:35 as supervision is NOT available by the school staff and it is unsafe for students to be left unattended outside.

School begins promptly at 8:50 and dismissal starts at 3:30

*Please note that arrival after 8:50 am and dismissal before 3:30 pm are counted against student attendance per the Missouri Department of Elementary & Secondary Education regulations, as attendance is measured by total minutes attended and **not** by day.*

Timely Arrival and Dismissal

It is important for children to be in school every day and on time. Please avoid scheduling doctor and dentist appointments during the school day, if possible. Tardiness is disruptive to the instructional program. **Students are late after 8:50A.M. To maintain organization and instruction, students will remain in the classroom after 3:00 p.m. until dismissal.**

All students must be picked up by 3:50 pm each day unless they are participating in after school care or another after school program.

Unleashing Potential (Before & After School Care)

Students enrolled in the Unleashing Potential program can arrive at 6:30 AM. Dismissal for those students ends at 6:00 P.M.

Breakfast

Please make sure that your student arrives to school at 8:35 A.M. each morning for breakfast. A nutritious and filling breakfast is a must to ensure academic success!

Early Release/Family Pickup

All students released prior to the regular dismissal time of 3:30 must be signed out by a parent, guardian, or other individual designated by the parent or guardian in the office **BEFORE** 3:00 PM.

The office will be closed from 3:00-3:30 to ensure a safe and swift dismissal process.

- All changes to transportation need to be communicated to the office **AND** the classroom teacher prior to 3:00 PM.
- Early dismissals will **NOT** be granted after 3:00.
- Families wanting to pick up students early must arrive **before** 3:00 PM.
- Families arriving for early pickup at 3:00 PM or later will be required to wait for regular dismissal.
- A photo ID is **REQUIRED** for ALL early dismissals.
- Students will only be released to household parents unless otherwise approved/verified by the office staff and parent/guardian.
- If a child needs to leave school early, a parent/guardian needs to sign out his/her/their child out in the office. The school administrative assistant will call the student to the office. Visitors may not go to the classroom or other areas of the school to pick up a student.
- Sick student dismissal- If the nurse determines a student needs to go home due to illness, the nurse will contact the student's family and the office. When an authorized adult arrives for pickup, the nurse will walk the student to Door 1 with sign-out sheet
- Students will only be permitted to leave with persons authorized through Tyler SIS. Any changes to this information should be made in advance through the office.
- The school reserves the right not to dismiss a child to any person unable to provide adequate identification, and without permission from the parent/guardian.

Excessive Tardies and Absences

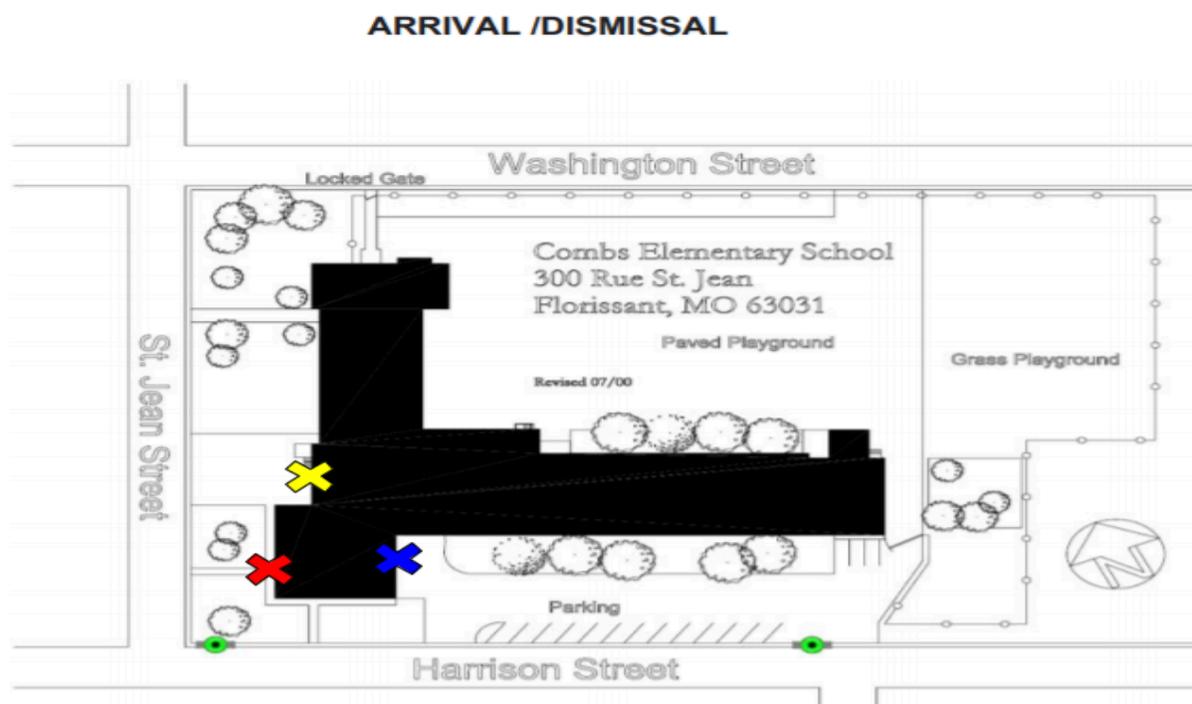
In order to have your child benefit from his/her education, it is necessary to have good attendance. The following steps will be taken to ensure that your child is at school the maximum number of days:

1. The teacher reports student absences to the office.
2. When there are excessive absences, a phone call or letter is sent to the parents.
3. A parent conference is requested.
4. The student's excess absences or tardies are reported to the district's social worker, Missouri Children's Division, etc. for further action.

Absenteeism

Missouri State Law requires that students attend school 6 hours per day. If your child is unable to attend school, please call the school before 8:30 a.m. to report the child's absence and reason for the absence. Irregular attendance and tardiness, unfortunately, can result in failing grades, academic retention, as well as a referral to outside agencies. Please encourage regular and prompt attendance at school every day.

Combs Arrival and Dismissal



Procedure for Parents

Student Arrival Begins at: 8:35 AM

Students are NOT allowed on school property before 8:35 and should follow all arrival and dismissal procedures.

**** Please note, there is NO supervision for students left at the front door before 8:35. ****

Car riders: will enter through **Door #10** (cafeteria door) located on Harrison Street. **Students may not be dropped off on St. Jean.**

Bus riders: will arrive through **Door #1** located in the front of the school (main entrance) on St. Jean Street.

Daycare Riders and Walkers: will use **Door #1** for arrival.

Bicycles: Please have your child observe the following regulations if he/she rides a bike to school. It will be the student's responsibility to secure his/her bicycle. The school is not liable for damage or loss of bicycles.

- Ride on the sidewalk (students only) if there is one. If not, ride on the right hand side of the street with traffic.

- Ride single file on bikes. Dismount when crossing the street to enter the school grounds.
- Walk bicycles on the sidewalks to the school and on school grounds.
- Park and lock bikes on the bike rack.
- Do not ride bikes on the school yard.
- We recommend the wearing of bike helmets.

Late Arrivals: Students who arrive after 8:50 **must be signed in by an adult**. Students should **not** be dropped off alone at the school after 8:50. Please park in a designated area and report to the front door to sign your student in if they are a late arrival.

Student Dismissal Begins at 3:30 PM

Car Riders: Parents will remain in their cars and pick up students at **Door #10**. A staff member will ask each car for the name of the student(s) they are picking up and then return the student to the correct car.

Bus Riders- Students will begin boarding *available* buses at 3:35. The exact time of their departure from school and arrival home is not provided by transportation.

Daycare Riders and Walkers: All walkers/daycare will be dismissed through **Door #12**. Walkers will be released last to maintain safety guidelines.

- Walkers will wait until buses have cleared St. Jean before being dismissed.
- Walkers will exit through Door 12.
- To ensure student safety, **all walkers must leave school property immediately upon dismissal**. Students may not wait on school property to be picked up. **Any students waiting for a ride on school property will be sent to the cafeteria to wait with car riders and cars picking up will be sent to the carpool line.**

**** Please do NOT park, drop off or pick up students at the front door as this impedes the buses from arriving and violates safety guidelines. ****

Conduct & Responsibility

The mission of the Ferguson-Florissant School District is to produce self-sufficient citizens who are adaptable to change and who possess the self-esteem, motivation, and skills to continue individual growth, solve complex problems, and respect cultural differences. The Ferguson-Florissant Board of Education expects every student to:

- * Comply with school and district policies and regulations.
- * Respect and obey all persons in authority.
- * Be prompt and regular in attendance, equipped with the necessary books, paper and other school supplies.
- * Meet classroom standards of behavior and performance.
- * Cooperate with bus drivers and posted bus rules.
- * Maintain appropriate habits of communication, dress and personal cleanliness.
- * Cooperate with students who have been given special responsibilities.
- * Respect the dignity, rights and property of others and avoid any activity which may endanger the health and safety of others.
- * Assume responsibility for the care of school property.
- * Accept the consequences of his or her own actions.

The Board of Education believes that education can only progress when discipline is fairly and consistently exercised.

Discipline Code

Compiled by the Ferguson-Florissant School District each year, the Student Discipline Code spells out the district's philosophy and policies on student discipline. Everyone should read this document thoroughly and help your students become acquainted with its contents. This policy is reviewed in the beginning of the school year with students in grade kindergarten through six by the school administrator. A copy of the policy is sent home at that time.

Consequences

The consequences will be considered in order to assist the Combs students in selecting the correct behavior choices when unacceptable behavior is exhibited. Consequences may include, but are not limited to:

- * Verbal reprimand
- * Student will be sent to another room for a short "time-out."
- * A note or phone call to notify legal guardian of the problem.
- * Loss of one or more recesses.

- * Students who exhibit angry, aggressive tendencies may be referred to the counselor.
- * Parent-teacher conference at school to discuss misbehavior and an “action plan” for improvement.
- * Principal conference.
- * In-school suspension with a letter to parents giving reason and duration of in-school suspension.
- * Out-of-school suspension with letter and/or phone call to parents giving reason for suspension and date the student may return to school.
- * Out-of-school suspension may be for up to 10 days with a hearing.
- * Telephone contact made to parents by student, classroom teacher, counselor or principal.
- * PBIS Refresher: During monthly PBIS activities, students who have had referrals will participate in a PBS refresher, where school expectations and ways to be successful will be covered.

District K-12 Uniforms

All FFSD students in grades K-12 are required to wear the following attire:

Required Pieces:

Polo Shirt & Navy/Khaki/Plaid Bottoms

Required Shirt Color Options:

FFSD White

FFSD Blue

Combs School Spirit Colors

Examples of Possible Optional Pieces:

Sweater Vest Quarter Zip Cardigan

Blazer Sweater

Optional School/District Logos. Families/Caregivers may purchase from our partner vendor or from any establishment carrying generic uniform pieces that meet requirements.

Only uniforms may be worn to school, unless on an administrator approved school spirit or incentive day.

The following is prescribed for students in the Ferguson-Florissant School District:

Shirts: White or navy blue shirts with collars such as a polo, oxford, or dress shirt (no logos required): Ferguson-Florissant School District cardigan, vest, fleeces, or blazers may also be worn.

Bottoms: Navy blue or khaki pants, or FFSD Plaid walking shorts, slacks, skirt, skirts, jumper.

Outerwear: Any outerwear (jackets, cardigans, sweaters, sweatshirts, etc.) that is worn in classroom spaces or hallways must be solid white or blue, with no logos larger than a half-dollar coin and must be worn in conjunction with an approved uniform shirt.

Shoes: Must be safe and appropriate for school activities, including physical education classes.

Students may personalize their uniforms by adding school appropriate hair accessories, socks, ties or ascots, pins or buttons, etc. Shorter bottom pieces should be the appropriate length for school (below fists with hands at side).

Schools may have administrator scheduled spirit or incentive days where the dress code is modified. On these days, students are expected to appropriately dress with the spirit of the day or follow the district dress code if choosing not to participate. ***The final decision regarding the appropriateness of clothing and apparel will be at the discretion of the school administrator. Individual buildings may have additional restrictions as deemed necessary. Any violation of the dress code will fall under the ramifications of the Ferguson-Florissant School District Student Expectations Code.***

The following is a suggested checklist for scholars to be uniform ready:

- 4 short sleeve polos
- 2 long sleeve polos
- 5 pairs of uniform bottoms
- 1 outerwear item (cardigan, ¼ zip sweatshirt)
- *Extra uniform pieces and student flare are encouraged and allowed. Uniform retailers offer items like dresses, ties, jumpers, and cardigans. Additional items are encouraged, such as:*
 - Hair accessories
 - Tie/Bow ties
 - Suspenders
 - Pins
 - Shoes
 - Jewelry
 - Leggings
 - Belts
 - Scarfs
 - Socks
 - Jackets
 - Various styles of the standard uniform (plaid skirts, white blouse with lace detail)

The WHY behind School Uniforms:

- **Safety:** Uniforms enhance school safety by visually alerting staff to people who do not belong.
- **Success:** Students dressed for success achieve greater academic outcomes.
- **Social Harmony:** School uniforms even the playing field, and can reduce social pressures and bullying.
- **Savings:** School uniforms are economical and will save familiesfamily's money over time
- **Spirit:** School Uniforms foster a sense of belonging

FFSD Uniforms are being approached from a liberatory and celebratory perspective. Students will receive incentive points for wearing uniforms.

- Combs will conduct uniform oriented incentive events and celebrations, including making “Spirit Days” and “Dress Down Days” available periodically.
 - Students must have perfect attendance with no tardies, early dismissals, or uniform infractions during a designated period to participate in Spirit Days or Dress Down Days. Additional requirements for participation may be determined by school administration and will be communicated in advance.

- Spirit Days will provide students with an opportunity to wear Combs or FFSD spirit wear in lieu of the uniform for that designated day. Spirit wear consists of shirts/tops (including t-shirts) made available by the school or district with FFSD or Combs logos or branding, as well as solid shirts (including t-shirts with no logos/designs) in white, navy, royal blue, or Combs blue (light/powder blue). Other options may be made available at administrator discretion.
- Dress Down Days will provide students with an opportunity to wear a wider variety of options within school and district guidelines for the designated day. Further information will be provided to students and families prior to the occurrence of any Dress Down Days.
- Combs will support students and families with uniform fidelity by providing interventions, family conversations, tangible supports and outside resources - instead of punitive consequences.
 - feedback sessions (Counselor/Social Worker Support)
- **Beyond 8 uniform inconsistencies: Possible Recommendation for Reassignment to Virtual Learning**

Uniform Inconsistency Response

- **1st & 2nd Uniform Inconsistency** - Conference with the student as appropriate and uniform support, call and email home.
 - *Uniform Support means providing a uniform piece and/or an opportunity to change clothes.*
- **3rd Uniform Inconsistency**- Conference with the student and address needs as appropriate and uniform support. Call and email home.
- **4th Inconsistent Uniform and Beyond for K - 5: Parent Conference & Uniform Tiered Intervention**
 - Tiered intervention - Daily Check-In with identified staff for one month and exiting upon successful uniform compliance during that time
 - Tiered Intervention - Targeted Uniform Behavior Monitoring with self-charting and

Uniform Sources, Online and/or Local

**Families are encouraged to purchase through our partner vendor (Trayjay's) but may purchase uniform pieces in the correct colors from any uniform retailer including but not limited to:*

- [Target](#) -
- [Walmart](#) -
- [Kohl's](#) -
- [French Toast](#) -
- [TrayJays](#)- Local and online. Our FFSD vendor.

Community Support

The Laundry Basket at 702 S. Florissant Road

- 4th Monday of each month from 6PM to 8PM

- Staff will put money in the washers/dryers for people during community washing hours.
(Each person is limited to \$10 to ensure there is enough money for everyone.)
- There is no need to sign up.
- Anyone can walk in on the 4th Monday of the month between 6PM and 8PM and staff will be available.
- They also have laundry detergent, fabric softener, dryer sheets, water, and snacks.

The final decision regarding the appropriateness of clothing and apparel will be at the discretion of the school administrator. Individual buildings may have additional restrictions as deemed necessary. Any violation of the dress code will fall under the ramifications of the Ferguson-Florissant School District Student Code of Conduct.

FFSD Clear Backpack Policy

In addition to the uniform policy, the Ferguson-Florissant Board of Education has implemented a clear bag policy for all students. Clear backpacks are a requirement for all students in grades K-12. It is the responsibility of each student/family to provide a backpack consistent with district policy.

Bookbag requirement :

- *Clear Bookbags (16 in. tall x 12 in. wide x 6 in deep)*
- *Small pouch/wristlet for personal items if needed (5.5 in. x 4 in. and does not have to be clear)*

Student purchased bookbags must meet the following specifications:

- *The bookbag must be at least 16 inches tall X 12 inches wide X 6 inches deep*
- *The bookbag must be completely clear, with the exception of the straps, zippers, and small manufacturer label*
- *Transparent but tinted or opaque bookbags are not permitted*
- *Logos, stickers, or other attachments that obstruct the view into the bookbag are not permitted*
- *Mesh may only cover a side pouch but may not cover the whole bookbag*
- *No bookbag or bag may be worn under a coat or jacket*

Examples of PERMITTED Bookbags



Examples of UNPERMITTED Bookbags



Cell Phones & Personal Belongings

Students **may not** bring cell phones, smart watches, video games, electronic items, sports equipment, expensive jewelry, purses or other personal items to school unless specific permission has been secured by the teacher and approved by the principal. If a cell phone or smart watch is needed for after school communication, it must be turned off and put away **before entering the building**, as well as be **turned in to the teacher** when they arrive in the classroom to be secured and returned at the end of the day. Each classroom is equipped with a locking cell phone box in which all student cell phones must be secured throughout the school day. Phones may not be turned back on until the student is off of school property. Any emergency communication from families to students during school hours should be arranged through the school office at 314-831-0411.

Students may not take photos, videos, or post to social media while at school or on school-related transportation. Items that are not permitted or cell phones/smart watches that are in-use during the day may be confiscated and kept in the office for parents/guardians to pick up.

STUDENT CELL PHONE USE NOT PERMITTED



Student Phones and
Smart Watches Must Be
Turned Off and Put
Away Inside the Building
at All Times

STUDENTS AND FAMILIES ASSUME ALL RESPONSIBILITY FOR ANY LOSS, THEFT, OR DAMAGE TO PERSONAL BELONGINGS BROUGHT ONTO SCHOOL PROPERTY. BY BRINGING ELECTRONICS OR VALUABLES (INCLUDING CELL PHONES) TO SCHOOL, STUDENTS AND FAMILIES RELEASE THE SCHOOL AND ITS PERSONNEL FROM ANY LIABILITY FOR LOSS, THEFT, OR DAMAGE.

Extracurricular Opportunities

Combs students are encouraged to participate in extra school activities when possible. Activities are offered during the school day and some after regular hours. Some of the activities available are Safety Patrol, Band, and Orchestra.

Combs Parent-Teacher Organization (PTO)

When families are actively involved with the school community, students achieve more success. We welcome any families that would like to participate in our PTO program. Families that are a part of PTO provide support through services and fundraisers that enrich our school environment.

PTO is an excellent way for you to become involved in your child's education. Please take the time to inquire at the office as to how you can be a part of this fine organization. Please contact the office.

Additional opportunities to participate in individual events will be communicated by the school as they become available throughout the year.

Cafeteria

Lunch and breakfast are available through cafeteria services on a daily basis. For more information on breakfast and lunch items please see the following link for the Combs cafeteria menu: <https://fergflor.nutrislice.com/menu/combs-intermediate>. Students may also choose to bring lunch from home instead of receiving the meals served in our cafeteria.

Please note that refrigeration and/or heating of foods is not available so please pack your child's food accordingly. We encourage healthy food for students and ask that children do not bring soda for their beverage.

NO-COST Breakfast and Lunch for ALL Students: The Ferguson-Florissant School District will be participating in the USDA's Community Eligibility Provision (CEP) for the 2022-2023 school year, which provides breakfast and lunch **AT NO COST** for **ALL** students in pre-kindergarten through high school throughout the District.

Families are not required to complete applications for Free & Reduced Meals.

Breakfast and Lunch

- Students are **NOT** allowed to share food from home or school lunches.
- Lunch is consumed in the cafeteria and may not be taken outside.

Snacks

- No outside snacks are allowed without teacher permission.

Birthdays Treats and Snacks

- Ferguson-Florissant School District and Combs Intermediate School are committed to student health and wellness, and encourage families to abide by the [USDA SmartSnacks standards](#) when determining birthday celebration snacks.
- Please consider non-food options when arranging for classroom birthday treats
- The FFSD Food Services department is happy to assist with snacks for classroom birthday celebrations. Please reach out to foodservice@fergflor.org for information about classroom birthday celebration options.
- Snacks from the teacher and/or birthday snacks will be allowed, and are encouraged to follow the SmartSnack standards.
- Please be mindful of possible allergens contained in snacks. The most common allergens are dairy, egg, peanut, soy, wheat, tree nut, shellfish, fish, and sesame.
- All celebration snacks brought to school must be individually prepackaged and contain nutrition information in accordance with federal regulations and guidelines.
- Please contact the classroom teacher and the office to make arrangements **before** bringing birthday snacks to school.

Why are Smart Snacks important?

1

Almost a quarter of kids' daily calories may come from snacks.

2

Kids who have healthy eating patterns are more likely to perform better academically.

3

Kids consume more healthy foods and beverages during the school day. When Smart Snacks are available, the healthy choice is the easy choice.

4

Smart Snacks Standards are a Federal requirement for all foods sold outside the National School Lunch Program and School Breakfast Program.

Physical Education

All students should wear tennis shoes for P.E. classes. They may be worn to school that day or they may bring shoes to school and change before the physical education class.

Playground Supervision

Children will be supervised at all times during recess. Students are expected to follow the playground rules for their own safety and the safety of others. Once on the playground, students may not reenter the building without approval from a playground supervisor.

Curriculum & Grading

Curriculum

The purpose of the elementary school is to develop the total child through a curriculum that includes instruction in basic skills and provides opportunities for growth in the areas of self-esteem and personal responsibility. The aesthetic and physical development of children is addressed through offerings in fine arts and physical education.

Testing

A testing program beginning at preschool and kindergarten levels, periodically measures each child's progress in all subject areas. This information combined with other types of assessment helps the teacher develop the best possible learning program for each child. Students may be tested by a staff counselor at the request of a parent or teacher. Parental permission will be sought for tests for individual programming.

Classroom Placement

Our teachers and administrative team spend many hours and put much professional thought and effort into placing current students into next year's classes. Our teachers consider a variety of factors and data points as they place your child. Areas taken into consideration are: range of academic performance; cultural and gender balance; leadership skills; individual learning styles; behavioral, social-emotional, or special education support needs; classroom dynamics; student personality and interaction; and class size, among others. The objective of the process is to produce a heterogeneous combination of student groups that provide the greatest opportunity for their success.

This important task contributes significantly to the creation of a positive class environment that enables students to reach their potential. This process takes place during the prior school year during a time when we cannot speculate on staffing assignments for the following year, as these may change over the summer due to a number of factors (enrollment, number of class sections needed at each grade level, staff changes for grade level assignments, etc.). While we welcome communication regarding specific learning needs or circumstances for individual students, in order to maintain a fair and equitable process that considers the best interests of all students, **requests for specific teachers are not appropriate and will not be considered when student placements are made.**

Building a classroom community is an important part of the educational process and begins with teacher preparation before the school year begins. **Requests for classroom changes by students or families based on preference are also not appropriate and will not be considered.** Once placements are made, student classroom reassignments may only be initiated by school administration and consideration will be based on significant disruption to student learning or the learning environment. Such reassignments will only be considered after all other options to resolve such concerns have been exhausted.

Positive Behavior Intervention & Supports

Combs is involved with a school-wide program to support positive behavior within our school. Our focus is to build positive and lasting relationships between all members of our school community.

When students follow the rules and expectations of the school they are rewarded. Students are asked to follow the district SPRCK traits, Student Expectation Code and remain referral free each quarter. Our approach is designed to create a climate of cooperation, academic excellence, respect and safety at Combs by teaching and reinforcing appropriate and positive behaviors. This program addresses behavioral challenges at the school- wide, specific setting, classroom, and individual level. Parents are encouraged to review their Class Dojo every night to ensure their student is meeting behavior expectations.

Our focus is on five areas and students are encouraged to SPRCK:

Be Safe Persevere Be Responsible Be Cooperative Be Kind

At Combs we support appropriate student responsibility by providing daily instruction in expected school behaviors. PBIS also looks to assist students who are struggling with following school expectations by providing individual and small group interventions. Those interventions may include PBIS refresher lessons, social skills clubs, one-on-one or small group meetings with the school counselor, check-in and check-out supports, functional behavior assessments, and other supports as individually needed.

The PBIS Committee meets monthly to plan activities, review supporting data, and develop programming to best meet the students' needs.

PBIS Rewards & Incentives

Students are acknowledged for their efforts on a daily, weekly, monthly, and quarterly basis through classroom activities, school-wide reminders, and field trip opportunities.

Paw Print Store

Students have the opportunity to be “Caught Being Good” and earn paw prints (school dollars). Paw prints are used as money for students to purchase toys, reward coupons, school supplies, etc from the school store. There is no limit to how many a student can earn in a given day or throughout the school year.

Weekly and Monthly Rewards

Students have multiple opportunities to earn weekly and monthly rewards from their classroom teacher. Those rewards are earned by following SPRCK traits each and every day. Teachers will host weekly and monthly rewards for their class. Examples of rewards include: Extra recess, class BINGO, movies, games, dance parties, snacks (brought by students), free choice computer time, etc.

Semester Rewards

In addition to weekly and monthly PBIS rewards, larger semester rewards are also available. These often take the form of a field trip, carnival, or other larger event. Students who remain referral free for the semester and participate in 3 of the 4 monthly PBIS rewards will qualify for semester rewards.

Family Conferences

The first family conference is held at the end of the first quarter. The conferences are designed for direct communication between the student's guardian(s) and teacher to share questions, concerns and/or comments. This is an excellent time to establish that personal contact which helps both families and teachers provide the most successful learning environment for their student. Additional conferences are suggested whenever the teacher or parent feels communication would be enhanced by direct contact.

Family Concerns & Problem Solving

Whenever concerns or problems arise, please contact the classroom teacher first in an attempt to clarify the facts and correct the situation. In addition to the classroom teacher, our school provides a team of specialists including the counselor, specialists, and resource room teacher who are available for support and consultation. If you are still unable to resolve your concerns, please contact the principal to set up an appointment.

Parents are encouraged to contact the school counselor and teacher regarding changes which affect their child's performance or social/emotional adjustment to school. Such changes may include death, remarriage, new sibling, divorce, hospitalization, illness, etc.

School Visitor Procedures

The safety of students and staff is the District's and school's top priority. We want to make visits to our school building pleasant and welcoming experiences in a safe environment for everyone.

- Only visitors with school-related business are permitted on school grounds.
- The school's main entrance will serve as the single point of entry for all visitors.
- In order to maintain school security, visitors may be asked to wait outside for a staff member to assist them. When possible, visitors will be assisted outside of the front entrance to ensure school security.
- Visitors must report immediately to the Main Office to sign in and present photo identification to obtain a visitor's pass.
- Visitors attending school functions that are open to the public, such as parent-teacher organization meetings or public gatherings, are not required to sign in at the Main Office.
- Students and staff may **not** open doors for **any** person at **any time**.
- School employees who are expecting a visitor must notify Main Office staff ahead of the visit. Such visitors must follow the regular visitor procedures, including presenting photo identification and obtaining a visitor's pass.
- Those wishing to meet with school personnel, including (but not limited to) teachers, administrators, counselors, office staff, or other employees should make an appointment in advance. In order to ensure school safety and security, **drop-in visitors wishing to speak with school personnel will not be admitted to the building and will be asked to make an appointment**. Office personnel are authorized to discontinue any conversation demanding access to the building or immediate access to school personnel. Once the conversation has been discontinued by staff, any continued demands for access by a visitor will be considered harassment and handled as such, as they are disruptive to the orderly operation of the school.
- All visitors are expected to abide by the rules for public conduct on school property contained in this code of conduct; and any additional rules or regulations imposed from time to time in connection with emergencies declared by District, City, County or State officials for any reason; or relating to alerts issued by the U.S. Department of Homeland Security.
- **Any unauthorized person on school property will be reported to the Principal or his or her designee. Unauthorized or disorderly persons, including those using vulgar, threatening, or harassing language, will be asked to leave and must do so immediately. Refusal to leave the premises may result in intervention by school security and/or the Florissant Police Department.**

Bus Conduct

It is the intention of the Ferguson-Florissant School District to provide a safe and efficient transportation system for the students of the district. The safety of students during their transportation to and from school and on field trips is a responsibility which students and their parents/guardians share with the bus drivers and school officials. The importance of proper bus conduct while waiting for boarding, riding and leaving a bus cannot be overemphasized. Any behavior that distracts the bus driver instantly endangers all. In the interest of safety, students should understand and parents are urged to impress upon children the necessity to strictly follow the bus rules.

The same conduct pattern is expected in the classroom.

- Enter and leave your assigned bus in an orderly manner.
- Students may get on and off their bus only at their assigned bus stop.
- Be courteous, use no profane language.
- Talk quietly.
- Do not eat or drink on the bus.
- Keep the bus clean.
- Respectfully listen and cooperate with the driver.
- The bus driver is authorized to assign seats.
- STAY IN YOUR SEAT

School Closings

Classes will be canceled if weather conditions pose a threat to the safety of our children. This includes high heat index as well as snow or icy conditions. As soon as school closing information becomes available, the district will also announce the cancellation on all of the local radio and TV stations. When possible the decision to close school will be communicated in time for the 6:00 AM news broadcast.

Student Health & Safety

Illness at school

If a child becomes ill at school, parents are contacted and the child is sent home. If a parent cannot be reached, the person designated on the health form is usually called and asked to care for the child until a parent can be notified. **It is essential to have current emergency numbers on file in the office.**

A child with an oral temperature of **100 degrees** or higher may be sent home and should not return to school until the temperature has remained normal for at least **24 hours**. A child who is vomiting, has an undiagnosed rash, lice or scabies or has a suspected eye infection may be sent home immediately, if possible. Individual consideration will be given to each child's complaints before the child is sent home.

Immunizations

Required immunizations should be completed prior to registration. At no time will students be permitted to attend school without proof that they have been immunized or properly exempted. Proof of immunization must show types of immunizations received and dates.

Medication at School:

All medications must be kept in the nurse's clinic. Those students with chronic health problems requiring daily medications must have a written statement from their doctor. Medication must be in a container from the pharmacy with complete instructions as to time and dose. No over-the-counter drugs may be administered to students at school unless a statement is received from a doctor. Medicine prescribed for a student by a doctor on a short-term basis that is to be given during school hours (example: an antibiotic to be taken four times a day), must be brought to school in the container from the pharmacy with complete instructions as to time, dosage, doctor's name and date. This must be accompanied by a note from the parent. Students are not allowed to keep cough drops, inhalers or lip emollients in their locker or desk.

School Physicals

Physical examinations are essential for all kindergarten students, students new to the district, and fourth grade students. The child must have been examined within one year before entering school. An Emergency Health and Medical History Record must also be completed in full by parents.

Screenings

School nurses administer vision, hearing and scoliosis (lateral curvature of the spine) screenings to students. Parents will be notified if there is a concern. Services of registered nurses are available to all students.

Communicable Diseases

Parents are required to have their children immunized against communicable diseases (see immunizations). There are some communicable diseases where this is not possible. If your child contracts a communicable disease and has to stay home for a long period of time, each teacher will make arrangements for makeup work. If you are not sure when your child should be sent back to school, call the school nurse or your physician. We prefer that children make a complete recovery so they can resume normal activities when they return to school.

Conjunctivitis or “Pinkeye”

Symptoms usually include eye inflammation, itching, matting and discharge. The child should remain out of school until all symptoms have disappeared or until written permission is received from a physician.

Head Lice

Usually the only symptoms are itching of the scalp and the presence of tiny, white eggs or nits which cling to the hair shaft. Students will be sent home immediately when head lice are determined by the school nurse. Parents will be contacted to discuss incident. After treatment with a special shampoo and removal of all the nits, the child may return to school. The students must be rechecked by the school nurse prior to returning to the classroom. Students from the classroom where head lice were discovered will be examined.

Excuses Form Physical Education or Outdoor Activity

Students may be excused from going outside or from P.E. class upon receipt of a note from a doctor. This note must state the reason for the excuse, specify the dates the child should be excused, and must be approved by the principal. Students who are excused from P.E. will not be allowed to go outside to recess. Any extension of time to be excused for specific illness may be granted upon receipt of a signed statement from a doctor stating that: (a) the child should be excused from outdoor activity and P.E., and (b) the duration of time for which the excuse applies.

Home Teaching for Long-Term Illness

If your child must be out of school for a prolonged period, contact the principal as soon as possible so that it can be determined whether your child qualifies for services which would bring a teacher to your home or to the hospital.

Six Simple Ways to Help Your Child do Better in School:

1. **Show interest.** Ask your child daily to teach you something learned in class.
2. **Check Homework.** See that your child's homework is correct, complete, and neat.
3. **Create a Positive Relationship with their Teacher:** Attend parent-teacher events and communicate often. Should an issue or concern arise, please avoid discussing any disagreements in front of your child. Stay in touch so problems can be handled as soon as they arise.
4. **Read.** Read out loud to your child. Have your child read to you. Ask them questions about the reading. Take your child to the library.
5. **Encourage.** When you see your child's progress improve – even a little – pat him/her on the back.
6. **Have High Expectations.** Let your child know that you expect the best he or she is capable of doing.

Academic Expectations by Grade

3rd Grade

Before a child enters 3rd grade he/she should be able to...

- Be independent readers
- Know root words, suffixes and prefixes
- Have addition and subtraction facts memorized
- Write a paragraph
- Have basic sounding skills to figure out words
- Begin working with fractions
- Regroup to 10
- Understand the parts of and be able to write a letter

4th Grade

Before a child enters 4th grade he/she should be able to...

- Have addition, subtraction, multiplication and division facts memorized
- Know place value (reading larger numbers)
- Know how to subtract larger numbers using re-grouping (borrowing)
- Identifying fractions
- Be independent readers with good comprehension
- Identify main idea, references and sequencing of a paragraph or story
- Write a paragraph with correct punctuation and grammar
- Know how to write in cursive

5th Grade

Before a child enters 5th & 6th grades he/she should be able to...

- Working long division and multiplication problems
- Add, subtract fractions with bottom numbers being the same
- Identify basic geometric shapes (without calculators)
- Identify fractional parts of a whole
- Be independent readers with good comprehension
- Identify main idea and predict outcomes
- Write a three part paragraph (remembering to indent)
 - Topic sentence
 - Body – two or three sentences to support topic
 - Closing sentence
- Take notes and outline

Student Grading

Standards-Based Grading

Report cards will look different in Grades 1-5 for the 2021-22 year. To help you understand how student progress will be reported, we have created a Q & A sheet to answer many of the questions you may have. Beginning with this reporting period, we will be using the same format to report progress as you would see on your child's report card at the end of each quarter. This enables teachers to report specifically on standards and give you a better idea of how your child is performing in Math, Reading, Writing, Social Studies and/ or Science.

What are standards?

Standards are statements about what students should know and be able to do within each content area at each grade level. This curriculum is identified in the Missouri Learning Standards, which can be found online [HERE](#).

How is standards-based grading different from what we're currently doing?

Traditionally, student performance for a quarter was based on average scores from the entire quarter. Early scores could be averaged together with later-quarter performance in which a student demonstrated proficient performance. Typically, student work habits affected the overall grade, such as incomplete or missing homework or participation points being averaged into the overall grade.

Standards-based grading communicates how a student is doing on a set of priority standards. It takes into consideration consistent performance as well as the most recent data collected and separates behavior and work habits.

Traditional Grading	Standards-Based Grading
Connected to assessment methods	Directly connected to standards
Achievement, effort, attitude, and behavior are all factors	Achievement is the only factor
Every grade recorded with minimal support for re-assessment	Most recent assessment information used
Averaging all grades	Various forms of data collected
Variations of assessment quality	Quality assessments aligned to standards

Why have we moved to standards-based grading?

It is important to remember that this really is a change in how we communicate student understanding, not necessarily what is happening in the classroom. SBG shows parents/caregivers their child's progress within the district's curriculum. With this system, parents will know how their child is progressing toward mastering standards in each subject area. It is a much better way to communicate progress. Many educational researchers consider standards-based grading more fair to students and a best practice.

How will this affect Special Education students?

Students who are currently receiving services from Special School District (SSD) will continue to work on IEP goals just as they have in the past. If a student is in the resource room for an entire subject, the SSD teacher will assess and report student progress through progress goals. However, if a student is not in the resource room for the entire subject, the SSD teacher and regular education teacher will collaborate and report student progress.

What will each of the numbers in the 4 point scale represent?

4	Student exceeds learning target
3	Student meets learning target
2	No major errors or omissions regarding the simpler details and processes, however, major errors or omissions exist with more complex ideas and processes
1	With help, partial knowledge of some of the simpler and complex details and processes
0	Even with help, no success