

M.R. Weaver Elementary School

"Home of the Flyers"

520 St. Maurice Lane

Natchitoches, LA 71457

Main Office: 318-352-3623

Fax #: 318-352-7319

Student Handbook

2026-2027

Principal: Armetrice Williams

This agenda belongs to:

NAME _____

ADDRESS _____

CITY/TOWN _____ ZIP CODE _____

PHONE _____

STUDENT NO. _____

PLEASE NOTE: The front cover is sensitive to extreme heat. Do not leave in direct sunlight!

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School Vision of Excellence

M.R. Weaver Elementary School empowers all students to become proficient readers and critical thinkers who are prepared to succeed academically and positively impact their community.

Mission Statement

At M.R. Weaver Elementary School, our mission is to provide rigorous instruction in a safe and supportive environment where all students read, comprehend, and respond to grade-level work proficiently while growing as critical thinkers and confident learners.

Belief Statements

- Every child has an equal right to educational opportunities that accommodate their physical, social, emotional, and intellectual interests.
- Students and staff have a right to a safe and orderly school environment.
- Students have the right to receive instruction from highly qualified and effective teachers.
- Every student can learn, but may do so at different rates and in different ways.
- Each person has intrinsic worth and should be treated with respect and dignity.
- Public education is an active partnership among the school, the student, the home, and the community.

SCHOOL POLICIES

ATTENDANCE REQUIREMENTS:

School attendance is a crucial component of educating our students. To maximize your chances of school success, we emphasize the importance of attending school regularly.
All children are expected to be in attendance unless they are ill or a family emergency arises. Students who have more than 16 unexcused absences will be retained. An official excuse written and submitted from a medical physician's office explaining an absence is required upon the child's return to school. The written excuse must state the exact dates affected. Students are responsible for all classwork assigned during absences. The time given to make up missed work shall be the same number of days the student was absent.
The following list includes criteria for an absence to be deemed "excused:"

A. Submit to the office an official excuse written by a medical doctor explaining the reason for the absence.
B. An extended personal, physical, or emotional illness verified by a medical doctor.
C. An extended hospital stay as verified by a doctor.
D. Extended recovery from an accident as verified by a doctor.
E. An extended contagious disease within a family, as verified by a doctor.
F. Travel for educational purposes, which the Natchitoches Parish School System has previously approved.
G. Death in the family (not to exceed one week).
H. Natural catastrophe and/or disaster.

I. For any other extenuating circumstances, parents must make a formal appeal in accordance with the due process procedures established by the local school board.

Students whose absences are verified as meeting approved extenuating circumstances will be given the opportunity to complete make-up work. Students must complete assigned make-up work within the time allowed to receive credit.
Students shall not receive those grades if they are unable to complete the make-up work.

* Students participating in school-approved activities, which necessitate their being away from school, shall be considered present and shall be given the opportunity for make-up work.
* The days absent for elementary school students shall include temporarily excused days, unexcused days days, and suspensions.
* Student absences deemed excused for personal illness, serious illness in the family, or death in the family family (not to exceed one week), or for recognized religious holidays of the students' faith, shall be given the opportunity to make up work.
* A student who, as a result of physical illness, accident, or treatment thereof, is temporarily unable to attend school shall be provided instructional services in the home or hospital environment through special education when appropriate. (Procedures outlined in Act 754 and Bulletin 1508, Pupil Appraisal Handbook).
* All students enrolling in the school shall present an official birth certificate, social security card, and immunization record.
* All students are eligible to make up work missed during absences.

PROCEDURES TO FOLLOW WHEN ABSENT

When returning from an absence, the student must provide medical excuses and/or other extenuating circumstances to their homeroom teacher. If the student does not bring an excuse or note from a parent or guardian within 48 hours upon their return to school, an unexcused absence will be recorded until a valid, official excuse is received. An official excuse must be received for the absence to be excused.

TRUANCY

Once a student accumulates three unexcused absences, the student will be considered "truant" and referred to the appropriate attendance/truancy personnel in accordance with Natchitoches Parish School Board procedures.

ARRIVAL TIME & TARDINESS

Please have your child at school on time each day. Tardiness disrupts teaching and learning and can have a negative impact on your child's academic progress. The school day begins at 7:40 a.m.

Students who are not in class by 7:40 a.m. are considered tardy.

The carline gate opens each morning at 7:00 a.m. and closes at 7:35 a.m.. If you arrive at the carline after At 7:35 a.m., you will need to park in front of the school and walk your child to the school's front door. ALL CARS ENTERING CARLINE DROP-OFF MUST DO SO VIA SCHOOL DRIVE/DALME STREET. (Turn onto School Dr., drive past the first ballfield, turn right onto Dalme St., leading to Weaver Elementary car line drop-off area).

CHECKING IN LATE

Students arriving at or after 7:40 a.m. must check in through the front office. The parent of any child who is late to school must bring their child to the school office to officially check in. The school secretary will also issue an admission slip for the student to enter class late.

LEAVING SCHOOL EARLY

Only the parent/guardian or those listed on a student's approved pickup list can check out a student from school. Students are not allowed to leave school grounds without prior approval from the Principal. The child's teacher should be notified in advance if a parent needs to check out a student early. If a parent or guardian wishes to check out a child early from school, the check-out must be completed through the front office, and the necessary form must be filled out. No student check-outs are permitted after 2:15 p.m.

DEPARTURE (Buses and Carline)

School dismisses at 3:05 p.m.

Carline students will report to the car line when their number is called on the radio. ALL CARS ENTERING CARLINE PICK-UP MUST DO SO VIA SCHOOL DRIVE/DALME STREET. (Turn onto School Dr., drive past the first ballfield, turn right onto Dalme St. that leads to Weaver Elementary car line pickup area). Afternoon carline begins at 3:05 p.m. and closes at 3:35 p.m. Any student not picked up by 3:35 p.m. will be considered a late pickup. After the third late-pickup incident, the student may be required to ride the bus, consistent with school procedures.

Bus departure students will report to their bus when their bus number is called. If your child needs to ride a different bus for any reason, a signed note will be required. That note must include a working phone number, your child's name, the address to which the child will be going, and your signature.

Walkers will exit through the school's front doors when called.

STUDENT ILLNESS OR EMERGENCY

Parents will be notified in case of illness or emergency. Parents are required to keep current phone numbers as well as alternate and emergency numbers up-to-date at all times. In the event of a serious accident, the school cannot request an ambulance to pickup a child without the parent's permission.

WITHDRAWING A STUDENT TO ANOTHER SCHOOL

Only the parent or guardian who enrolled the student in school can officially withdraw the student, unless directed otherwise by a court of law. A parent or guardian who wishes to withdraw a student must complete the required student withdrawal forms through the front office. Check-out forms include current grades written by each of the student's teachers, all books turned in, all school-issued supplies returned, and all debts owed to the school paid in full, including but not limited to office debt, library debt, and cafeteria debt. Once all forms are completed, the Principal must sign the withdrawal forms before the procedure is complete.

DISCIPLINE

Our school's rules and policies are expected to be upheld at all times. Those who follow the rules and respect the rights of others will have a head start on success. While the primary job of M.R. Weaver Elementary School is to educate, this cannot be done without order. Our school follows an outlined discipline plan that upholds the State of Louisiana Board of Elementary/Secondary Education (BESE) Model Master Plan for Discipline to ensure order.

POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORT

Good behavior and discipline of students are essential prerequisites to academic learning, the development of student character, and children's general and educational socialization. All schools in Natchitoches Parish participate in training for Positive Behavior Interventions and Supports in compliance with the Juvenile Justice Reform Act (R.S. 17:252) and the BESE Model Master Plan for Discipline.

As a result, our school has developed a Positive Behavior Interventions and Support Team that meets regularly to monitor, evaluate, and modify our school's discipline plan. It is essential for parents and guardians to collaborate closely with our school to implement these interventions and support them in improving the school climate.

M.R. Weaver Elementary School

"Home of the Flyers"

PBIS School-Wide Expectations

School Motto: Weaver Flyers "S.O.A.R."

School-Wide Behavior Expectations: Behavior expectations for all students, faculty, and staff are expressed in the acronym SOAR. SOAR stands for **S**afe, **O**rganized, **A**ttentive, **R**espectful.

SOAR Rules: Rules define what the SOAR expectations mean.

S.O.A.R. Rules by Location

Location	Safe	Organized	Attentive	Respectful
Classroom	* Follow directions * Keep hands, feet, & objects to yourself	* Come prepared * Use materials properly * Complete all Assignments	* Eyes on teacher * Be on task * Raise your hand to speak	* Use appropriate language, tone, and volume * Honor others property and space * Do your best
Hallway	* Two hands by your side * Two feet in a square	* Walk in a single file line on the right side of the hallway	* Face forward * Always have a hall Pass (during class)	* Listen for directions * Quiet, not to disturb other classes
Restroom	* Keep the restroom clean * Report problems to the teacher	* Use the restroom quickly and then exit	* Be quick and quiet	* Wait for your turn * Flush, wash hands, Put trash in the can
Cafeteria	* Wash hands * Use a low voice level	* Pick up all utensils, supplies and food, the first time through the line	* Keep your area clean * Remain seated with your class	* Use proper manners * Eat only the food you are served
Playground	* Use equipment properly	* Stay in the assigned area	* Listen and follow procedures	* Take turns * Use good manners
Bus Dock /Carline	* Follow directions	* Report to assigned area quickly * Sit in the assigned area	* Watch for your bus/car and listen for your name to be called	* Wait quietly for your bus or car

All students are expected to follow the NPSB Dress Code Policy at all times of the day.

Benefits:

The following benefits will be enjoyed by those students who demonstrate SOAR expectations and obey SOAR Rules.

Flyer Bucks: All students are eligible to earn Flyer tickets for demonstrating positive behavior every day. Students can use Flyer Tickets to redeem rewards.

Drawings: All students who meet the criteria will be eligible for PBIS drawings each week. Students whose names are drawn will be rewarded.

Long-Term Benefits: All students meeting time-interval criteria for demonstrating positive behavior are eligible to participate in special events. Special events include dress-down days, specific dress-up days, extra time in the computer lab, extra time in PE, PBIS games, parties, movie days, field trips, and more.

Interventions and Support:

The PBIS Core Team must develop interventions and support for students who struggle to demonstrate positive behavior. If student data deems support is necessary, the PBIS Core Team will create a Tier 2 Behavior Plan for the student. The student's progress will be tracked for a half of a grading period, and the PBIS Core Team will then evaluate success or non-success. If the student has shown improvement, Tier 2 tracking will continue for a half of a grading period to ensure progress has become a habit. If the student does not show progress on a Tier 2 plan, the student will be referred to SBLC to develop a Tier 3 Individual Behavior Plan. Again, the Tier 3 plan will be tracked daily. If the student does not show progress on a Tier 3 Individual Behavior Plan, the administration will seek assistance from district personnel. The student is eligible for all PBIS benefits while participating in Tier 2 or Tier 3 behavior plans. NOTE: Tier 2 and Tier 3 behavior plans do not override the M.R. Weaver Discipline Plan.

REPEATED VIOLATION OF DISTRICT AND/OR SCHOOL RULES/POLICIES

Repeated violation of district and/or school rules and policies will result in disciplinary action according to district policy, school policy, and the BESE Model Master Plan for Discipline.

HALL PASSES

To ensure the safety of all students, it is expected that they remain inside the classroom at all times. Hall passes will only be issued for emergency restroom needs or class business.

VISITORS

Parents or guardians are welcome but must follow the Natchitoches Parish School Board's policy for classroom and campus visits. A parent should always make an appointment with the teacher or Principal before a conference or classroom visit. No visitors are allowed inside a classroom during instruction time.

SCHOOL RESOURCE OFFICER

The SRO is a police officer from the local department. The purpose of our SRO is to enhance safety for our children, faculty, staff, and campus. The SRO supports campus safety and may take law-enforcement action when warranted by applicable law and district procedures.

DAMAGE TO SCHOOL-ISSUED BOOKS, MATERIALS, and SCHOOL PROPERTY

The school board may require parents or guardians to compensate the school district for lost, destroyed, or unnecessarily damaged books, materials, technology, or damage to school property. Compensation by parents or guardians may be in the form of monetary fees or participation in school or community service activities, as determined by the school board. School systems may withhold a student's grades if a parent/guardian fails to

adequately compensate the school for the lost, destroyed, or damaged school property. However, under no circumstances may the school refuse a parent the right to inspect relevant grades or records pertaining to the child, nor may the school refuse to transfer promptly the records of any child withdrawing or transferring from the school, as required by the Federal Family Educational Rights and Privacy Act.

STATE ASSESSMENTS

All students will participate in the applicable State of Louisiana LEAP assessments during the spring semester of the 2026-2027 school year. Students are assessed in all subjects of English Language Arts (ELA), Mathematics, Social Studies, and Science. Specific information will be shared with parents throughout the year via pamphlets, informational letters, and evening meetings.

SCHOOL BUILDING LEVEL COMMITTEE (SBLC)

The Natchitoches Parish School Board System's policy provides a free and appropriate public education to all students within its jurisdiction, regardless of the nature or severity of their disability, including at-risk behavior. The Natchitoches Parish School System intends to ensure that academically and/or socially at-risk or disabled students are identified, evaluated, and provided with appropriate educational services. Students may be identified under Section 504 or as eligible for services under the Individuals with Disabilities Education Act (IDEA). The Natchitoches Parish School Board will utilize the School Building Level Committee (SBLC) to conduct all students' referral and assessment activities and determine eligibility for Section 504, IDEA, and other at-risk behaviors.

SBLC is a day-to-day, problem-solving group of teachers within a school. The function of the committee is to assist teachers in addressing children who are experiencing learning and/or behavioral difficulties. The goal of SBLC is to achieve a more efficient and effective delivery of specialized support to children. The primary purposes of SBLC are as follows:

1. To facilitate communication among school staff concerning students having difficulties
2. To provide support to teachers who are trying to individualize instruction
3. To design educational interventions for students who are experiencing various kinds of challenges in school
4. To serve as a point of entry for the determination of Section 504 handicaps and the determination of program eligibility according to Bulletin 1903, the Louisiana Dyslexia Law
5. To act as a screening vehicle for referrals for Pupil Appraisal Services

All SBLC members will use the parish procedures manual to identify, evaluate, and provide an appropriate education for all students. The due process rights of disabled students and their parents under Section 504 and the IDEA will be enforced.

A student is referred to the SBLC:

1. When discipline is a problem, no later than the second suspension
2. When retention is being considered for any student
3. When a student shows a pattern of not benefiting from instruction and interventions being provided
4. When a student has been evaluated by special education but has been found not to qualify for special education under IDEA
5. When a student returns to school after a serious injury or illness
6. When a student exhibits a chronic health condition
7. When a student is exhibiting at-risk behaviors
8. When substance abuse is an issue

9. When a disability of any kind is suspected

REPORT CARDS AND INTERIM GRADES

Report cards will be issued at the end of each 9-week grading period. Interim grades (Progress Reports) will be issued halfway through each grading period. Students who owe debts or fines to the school will not receive report cards until the debt or fine is paid.

HONOR ROLL

An honor roll will be published at the end of each 9-week grading period. Honor Roll will consist of:
Principal's Honor Roll – 4.0 grade point average (all A's)
A Honor Roll – 3.9 to 3.5 grade point average with no grade lower than a B
B Honor Roll – 3.4 to 2.5 grade point average with no grade lower than a C.

FIELD TRIPS

School trips may occur throughout the year for various activities in which students can participate. The following regulations govern field trips:

- The Principal must approve each trip.
- Students must travel to and from the field trip destination using school-provided transportation.
- Students missing school for a school-sponsored field trip will not be counted absent, but they are required to make up any missed work within a specific period of time as designated by the teachers.
- Students are to obey all safety rules while riding on school transportation.
- Students are to obey all school rules while on a school-sponsored trip.
- The trip's roster is to be given to all teachers prior to the trip, providing them with notice of which students will be absent from classes.
- The trip's sponsor is to provide the Principal with the roster of students and phone numbers where the students or the sponsor can be reached in case of an emergency.
- Each student must turn in a permission slip signed by their parent/guardian with the current phone number of the parent/guardian and at least one emergency number listed (turned in before the day of the trip).
- No parental permission will be accepted over the phone.

FIRE AND TORNADO DRILLS

Fire and tornado drills are held throughout the school year. Remember these basic rules:

- Check the instructions in each classroom. Instructions are posted by the classroom door indicating what to do in case of a fire or tornado.
- In case of a fire or tornado, WALK quietly and quickly to the designated area indicated by instructions. Teachers will accompany their classes during the drills and be responsible for the students' behavior. Students are to leave and re-enter the building or classroom as class groups.

ANNOUNCEMENTS

Important announcements will be made using the school's public address system at the beginning of each day. Other than morning announcements, the public address system will only be used for urgent messages that cannot be handled any other way.

MEDICATION IN SCHOOL

BEFORE ANY MEDICATION (INCLUDING OVER-THE-COUNTER) IS BROUGHT ON CAMPUS, THE PROPER FORMS MUST BE COMPLETED BY A PHYSICIAN AND PARENT. The forms may be obtained from the school's office or the physician's office. The forms must be accompanied by the medication and brought to school by a parent or guardian. No student is allowed to bring any form of medication on campus. Doing so may result in serious disciplinary consequences. Medication is administered by trained school personnel only.

SCHOOL DRESS CODE & BACKPACKS

All students are expected to follow the dress code policy set forth by the Natchitoches Parish School Board (see District Handbook). Backpack restrictions include no wheels and must be worn on the student's back.

CELL PHONE POLICY

1st Offense: The phone will be confiscated for 24 hours, and a parent must come to the school to retrieve the phone.

2nd Offense: The phone will be confiscated for 48 hours, and the child will be placed in ISS for 1 day.

3rd Offense: The student will be suspended from school for one day, and their phone will be confiscated for three days.

4th Offense: The student will be suspended for two days, and their phone will be confiscated for five days.

M.R. WEAVER ELEMENTARY SCHOOL: A COMPACT FOR STUDENT SUCCESS

M.R. Weaver Elementary School and the parents of the students participating in activities, services, and programs funded by Title I, Part A, of the Elementary and Secondary Education Act (ESEA) (participating children), agree that this compact outline how the parents, the school staff, and students will share the responsibility for improved student academic achievement. Additionally, the school and parents will work together to build and develop a partnership that helps children achieve the state's high standards.

This school-parent compact is in effect for the 2026-2027 school year.

M.R. Weaver Elementary School is a PBIS school. Our four school-wide expectations are "Safe, Organized, Attentive, Respectful."

School: We commit to doing the following:

- Provide high-quality curricula and instruction aligned with the Louisiana Content Standards
- Provide an opportunity for a parent-teacher conference as requested
- Report on an ongoing basis about the child's progress (interim reports, report cards, etc.)
- Provide opportunities for family involvement (volunteer, participation, etc.) and assistance to families to help the child at home
- Provide a safe, orderly environment in which children can learn
- Provide tutoring in core areas and access to a technology resources

Teachers: We commit to doing the following:

- Provide rigorous activities and lessons aligned with the Louisiana Content Standards
- Provide high expectations for all students in an encouraging and supportive manner
- Provide a well-disciplined and managed classroom so all students have the opportunity to learn
- Provide an open line of communication with family members
- Differentiate instruction by providing various avenues for input, output, and content, and tie learning to the real world, ensuring all students have access to education.

Student: I commit to doing the following:

- Attend school regularly
- Report to class on time
- Complete all school assignments in a timely manner
- Stay attentive and actively participate in classroom activities
- Follow school and classroom rules, expectations, and procedures
- Respect yourself, your classmates, teachers, administrators, school staff, and property
- Maintain a positive learning environment
- Review my school's student handbook and follow the procedures
- DO MY BEST!
- Ask for help if I need it.

Family: We commit to doing the following:

- Provide 10 hours of volunteer service per year
- Monitor my child's attendance
- Ensure my child completes all required assignments and studies for courses
- Monitor my child's use of television, devices, and other media
- Volunteer in my child's school
- Participate in decisions relating to my child's education
- Promote positive use of my child's extracurricular time
- Encourage my child to do his/her best
- Ensure that my child reviews the student handbook
- Review progress reports and report cards with my child and contact the school with questions or concerns.
- Serve to the extent possible on policy advisory groups (Title 1, SIP Team, PTO, Family Involvement Committee)

I have read the above and agree to do everything possible to ensure success for our students.

Principal Signature	Teacher Signature	Parent Signature	Student Signature

MEDIA RELEASE FORM

For the Publication of Student Pictures

Student name: _____

Parent name: _____

School Name: M.R. Weaver Elementary School

Your child's teacher or another faculty/staff member may consider publishing your child's photo or video on the school website home page, newsletters, local newspaper, or local online journal. We are requesting your permission to display the image or video.

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Parental Permission:
I understand my child's photo or video will be published in accordance with the Natchitoches Parish Acceptable Use Policy.

_____ Yes, you may publish my child's photo.

_____ No, you may not publish my child's photo.

Parent Signature _____

** By NOT returning this form signed, you acknowledge that we may use your child's photo or video on the school home page, in newsletters, local newspaper, or local online journal.

REVIEW OF HANDBOOK

Dear Parent/Guardian:
Please review the Student Handbook with your child. Please complete the information below after completing your review.

My child, _____, and I have reviewed and understand the M.R. Weaver Elementary School Student Handbook for the 2026-2027 school year.

Student signature _____ Date _____

Parent signature _____ Date _____

SCHOOL ATTENDANCE

"Regular attendance and punctuality shall be required of every student. Students have the responsibility to take advantage of their educational opportunity by attending all classes daily and on time unless circumstances prevent them from doing so."

Attendance Policy

The Natchitoches Parish School Board and the faculty of M.R. Weaver Elementary School believe that regular attendance in school, accompanied by the responsibility to study and participate in school activities, is essential to the learning process. Once a pupil arrives at school, he/she is expected to remain and attend each class throughout the day.

A medical physician's statement must verify personal illness, and other extenuating circumstances will be investigated by the Supervisor of Child Welfare and Attendance Officer in consultation with the school principal.

Student signature _____ Date _____

Parent signature _____ Date _____