2025-2026
Mapleton Early Career Prep
Student Handbook

1. Advisory
2. Independent Projects
3. Learning Through Interests
4. Student Expectations
5. Attendance
6. Courses, Credits & Graduation Requirements
7. Opportunities for Leadership

Advisory

Advisory can be thought of as a more robust “homeroom” class. It serves as the class for students to experience all the aspects of school that are not covered in their traditional core classes.

Connection Circles

Connection Circles are an integral part of our culture. They are a place for students to share their feelings with each other in a judgement free zone. Their purpose is for students to connect with each other and have their voices be heard.

Independent Projects

All students complete Independent Projects each semester.

Post-Secondary Planning

Interest inventories, career research, financial literacy, and post-graduation planning.

Professionalism

Resume writing, professional communication, and executive functioning skills.

One on Ones

You will have a “one-on-one” meeting with your Advisor *at least* once every two weeks to check in about academic progress, social/emotional concerns, to review your Individual Learning Plans, and to set goals and/or create plans to help you succeed

Advisor - Parent Communication

Your Advisor will reach out to your parent/guardian at least once per quarter to give details on your overall progress including grades, attendance, behavior, and progress with internships.

Learning Plan Meetings

Students will *lead* a Learning Plan Meeting twice per year with your Advisor and a parent/guardian. Each meeting will take place at the beginning of the semester (August/September and January/February.) During that meeting, you will present details on your overall progress including but not limited to grades, attendance, behavior, and progress with internships.

Independent Projects

Who am I? (Beginning of 9th grade)

Incoming 9th grade students will complete their Who am I project for their first semester Advisory project. The goal of this project is to help students identify aspects about themselves and their character, such as their Vision, Values, and Goals they have for themselves and the future, possible career/post-high school interests & the paths to get there, personality tests & learning styles, etc. While the Who am I project is only centered around the 9th grade students, the main aspects of the project will be shown throughout every other Independent Project students create for the remainder of their years at MEC.

Independent Project (9-11th grade)

All students complete Independent Projects each semester. These projects should be tied to a students' interests, Vision, Values, and/or Goals that they set for themselves. Advisors will work with students to help format and create a topic for a project from start to finish. Independent Projects will be centered around student research and include a product(s) that are created by the student to display their learning. **If funds are needed/wanted by student, requests must be made by middle of Semester**

Senior Thesis Project (12th grade)

The purpose of the STP is for students to contribute to the improvement of a community that they are passionate about. Students are to demonstrate comprehensive research about their topic/community. Then, they are to devise a plan of action which they will carry out throughout the year. In addition to their tangible action, students are to write an essay that outlines their project's purpose, action steps, and results. *STPs require Director approval before a student begins work.*

Projects for Core Credit: Projects for credit will be graded with standards-based rubrics. *Students must have their project approved by their Advisor before beginning research.*

Exhibitions

You will present your Independent Project to your Advisory and other stakeholders at the end of each semester. The purpose of exhibitions is for you to share and reflect on your learning from the classroom, internships, and projects. Students that do not present an exhibition will have their semester grades held as an IP until the presentation is made up. Advisors will attempt to accommodate family and mentor attendance.

Learning Through Interests (LtI)

Internship Search Process

- All students and staff must log in to ImBlaze throughout the LtI Process

Step	How to do it
Determine your interests!	Interest Inventory Activities Browsing ImBlaze
Find sites	Browsing ImBlaze Talk to friends, family, advisor, Internship Coordinator Use Google!
Put in a contact request	Using ImBlaze, you find an available site that you think is a good fit and send a contact request.
STOP! Wait until Lisa approves your contact request before you contact the site!!	
Prepare to contact the site	Work with your advisor to prepare a phone or email script. Practice, edit, revise! Write questions for your informational interview.
Contact the site	Call the site your Internship Coordinator has approved. Work to set a meeting to go in to interview someone there about their job.
Complete an Informational Interview	Visit the site and ask everything you want to know about this career!
Go on a Shadow Day	Spend a day shadowing your potential mentor. Learn about the work site, what a typical day is like, and how you feel about it!
Internship setup meeting	If you secure an internship, you will need to do a setup meeting with your mentor and advisor. You'll go over expectations for your experience and complete a contract for the internship.
Congratulations! You have landed an internship!	

Managing the Internship

Set-up Meeting

A Set-up Meeting is conducted with each Advisor, Mentor and student before any internship can begin.

Mentor Check-ins

Students, Mentors and Advisors will meet in person (or via Teams) at least once per month.

ImBlaze

All students must use ImBlaze to receive credit for their internship.

Students Without Internships: All students without an active internship spend the day on campus. Students may spend this time researching different career options, planning for job shadow days with potential mentors, and/or conducting interviews with professionals in the community. Students do not spend time on LtI days completing content schoolwork.

Student Expectations

Off Campus: Students may not leave the school grounds during the school day (except lunch) without an advisor.

Student Atrium Privileges: Oly 11th and 12th graders can work in the atrium.

Transportation: Students may not transport other students to and/or from any school activity within their own vehicles.

Classroom and/or Club Purchases: Students cannot sell items to other students or staff during the school day unless participating in a school-sponsored event.

Language: Student inappropriate language usage is not tolerated and will be addressed by their Advisors/Teachers/Staff if/when it is required.

Parking: Student parking on campus requires the purchase of a parking permit. Please see the front office staff or Campus Supervisors for information about how to do this.

Email: Students are expected to check their school email daily

Passes

- Only one student should leave the classroom at a time.
- A physical hall pass is required to go to the office, nurse, or restroom.
- Students will not be excused to use the restroom during the first five minutes of class or the last five minutes.
- Students may not be excused to use the vending machine during class.

Technology: Students will be given a Chromebook at the beginning of the year. Responsibility for this device *will be on the student*. At the end of the year, you will return the Chromebook. Devices that are not returned will be locked by the district until they are recollected. Students may “check out” a Chromebook if they forget theirs at home by turning in another item to the office.

Fund Raising/Donations/Grants/Donors Choose ($): All fundraisers or donation requests must be approved by the Director (even Donor’s Choose).

Student Attendance: Students are expected and required to be in their scheduled classes on a daily basis. If students are unable to attend their classes or school, parent/guardians must provide notice. This includes Tuesday and Thursday LtI days. If students are habitually absent and/or not present in class, disciplinary action will be taken by the school administration including a meeting with guardians, Advisor and a Director.

Property: The school district does *not* have insurance protection against theft or vandalism of private property left in the school. Use your best judgment in leaving valuables in your classroom or automobile.

Surveys: All surveys must be OK'd by a Director before sending them for input.

Vending Machines: You may use the vending machines during passing periods, but you may not be late to class because you were at the vending machine. Usage of vending machines *during class time* is prohibited.

Off-Campus: Students must be present on school grounds when in attendance. 11th and 12th grade students may leave campus for lunch but must return on time for their afternoon classes. Failure to do so will result in loss of this privilege.

Cell Phones and Headphones/Earbuds

Content Class Days: Cell phones and earbuds must remain off or silent and completely out of view inside a pocket, backpack or purse during class time, including bathroom breaks.

Students are permitted to use their cell phones during passing periods, during lunch, before school, after school, or if they have an off period.

Headphones and earbuds may occasionally be used exclusively for instructional purposes when connected to a Chromebook with explicit teacher permission.

Learning Through Interest (LtI) Days: Cell phones and earbuds must remain off or silent and completely out of view inside a pocket, backpack or purse. Students may use their cell phones to contact potential internship sites and mentors in the atrium or in the assigned "call room".

Consequence: If a student's cell phone or headphones are visible during class, the teacher will send the student to the office to turn it in. The student can retrieve the phone at the end of the school day. *If a student declines to turn in their cell phone, they will spend the remainder of the day in in-school-suspension*

Students Contacting Parents/Guardians: If students need to contact their parents/guardians, they may do so using their teacher's classroom phone or the front office phone. Parents/Guardians can contact students by calling the office at 303-853-1960

Courses, Credits, & Graduation Requirements

Concurrent Enrollment: Students who participate in concurrent enrollment programs may miss classes. It is the student's responsibility to make up the learning in preparation for summative assessments.

Course Load: All students must be enrolled in at least three content classes at a time. Off periods are implemented on a "One Student at a Time" basis.

MEC Prep Course Progression

24-25	101	201	301	401
	Advisory	Advisory	Advisory	Advisory
	English 9	English 10	English 11	English 12
	Algebra I	Geometry	Algebra II	Prob/Stat or Pre-Calc
	Biology	Chemistry	Earth Science	Physics
	World History	US History	Civics/Economics	Civics/Economics
	Elective	Elective	Elective	Elective

MEC Prep Course Offerings and Credits by Content

Core Classes			
Content	Grade	Course Title	Credits
English	101	English I	1
	201	English II	1
	301	English III	1
	401	English IV	1
Mathematics	101	Algebra	1
	201	Geometry	1
	301	Algebra II	1
	401	Functions/Statistics or Pre-Calculus	1
Science	101	Biology	1
	201	Chemistry	1
	301	Physics	1
	401	Earth Science	1
Social Studies	101	World History	1
	201	US History	1
	301/401	Civics and Economics	1

Elective Courses		
Content	Course Title	Credits
Foreign Language	Spanish I or Spanish for Native Speakers or ELL	1
Physical Education	PE or participation in a Mapleton Sports Team	.5
Health	Health	.5
Art	Art	.5
Financial Literacy		.5
General Electives	ROTC, Coding, Yearbook, Public Speaking, Creative Writing, Career Prep, Work-Based Learning	5.5
401 Capstone	Includes an independent research project, a community service experience, and an individual career and academic portfolio.	.5

Standards Based Grading: Our school's grading system follows the priority standards outlined by the State of Colorado. Teachers utilize rubrics aligned to these standards in order to help evaluate student mastery & understanding of the content/standards while also providing meaningful & impactful feedback to help students grow academically. Students should utilize the feedback given on these rubrics as targeted areas of improvement in order to continue to grow.

Mapleton High School Progression Requirements

Grade	On Track	Plan Required	Not on Track
Freshman to Sophomore	Student has at least 5.5 TOTAL credits Will continue to 10th grade	Student has at least 3.0 TOTAL credits May submit plan to be considered for grade level advancement*	Student has fewer than 3.0 TOTAL credits by first day of school** Will continue in 9th grade with interventions.
Sophomore to Junior	Student has at least 11.0 TOTAL credits, and at least 7.0 CORE credits Will continue to 11th grade	Student has at least 8.5 TOTAL credits, and at least 4.5 CORE credits May submit plan to be considered for grade level advancement *	Student has fewer than 8.5 TOTAL credits and/or fewer than 4.5 CORE credits by the first day of school** Will continue in 10th grade with interventions.
Junior to Senior	Student has at least 16.5 TOTAL credits, and at least 11.0 CORE credits Will continue to 12th grade	Student has at least 14.0 TOTAL credits, and at least 8.5 CORE credits May submit plan to be considered for grade level advancement *	Student has fewer than 14.0 TOTAL credits and/or fewer than 8.5 CORE credits by the first day of school** Will continue in 11th grade with interventions.
Graduation	22 credits and meeting all Mapleton Graduation Requirements		

Community Service: You will complete 20 hours of community service prior to graduation. You will track the hours on paper and turn that paper into Xiomara (our PSOC) before graduation.

Opportunities for Leadership

Leaving to Learn: You may present an idea for a Leaving to Learn activity for any group of students at any time. Your Advisor must be included in the planning process.

Clubs:

Pick Me Up Club: Staff contact: Connor

AKA Travis Manion: Staff contact: List

National Honor Society: Staff contact: Lisa

Distributive Education Clubs of America (DECA): Staff contact: Skip

Craft Club: Staff contact: Naomi

Mapleton Grade Level Ambassadors: Students from each grade level meet with students from other high schools to plan student events like Homecoming and Prom. Staff contact: Robin or Connor

NEW Clubs**:** Students may create their own club as long as they have a staff advisor. Clubs can meet after school, during lunch, or during the school day with Director approval.

Athletics:

Fall	Winter	Spring
Co-ed Cross Country	Men's Basketball	Men's Baseball
Men's Football	Women's Basketball	Women's Soccer
Men's Soccer	Men's Wrestling	Women's Tennis
Women's Flag Football	Women's Wrestling	Co-ed Track & Field
Women's Volleyball		
Co-ed Cheerleading		

Registration: In order to participate in official practices and competitions at Mapleton, students must fill out the Athletic Registration.

- All steps, including payment will be online: https://mapleton-ar.rschooltoday.com/viewmyaccount
- Please let Robin, Connor, Jackie or your Advisor know if you need financial assistance.
- You will need:
    1. An electronic copy of a physical that was performed with the last 365 days. This may include a PDF copy or a picture of the physical.
    2. Information regarding medical insurance
        a. Must include the insurance company name as well as the policy number
        b. If you do not have medical insurance, please see webpage regarding obtaining insurance through K&K Insurance.
    3. A debit/credit card for payment: $50 per sport, $100 maximum

Eligibility:

- Eligibility reports are pulled around noon each Friday.
- MEC Prep students cannot fail more than 1 class for eligibility.
- If a student does not meet the weekly grade check eligibility standard, the student is prohibited from participating in all competitions for the following week.
- Students cannot regain eligibility during the week they are ineligible.

Please visit www.mapleton.us for current information