

## **2025-2026 OLD COLONY ADMISSIONS POLICY**

### **1. Introduction**

1.1 This admissions policy is in compliance with Massachusetts Board of Elementary and Secondary Education regulations 603 CMR 4.03(6). These regulations require a mandatory admissions lottery with a locally determined option for extra lottery weights. Old Colony Regional Vocational Technical High School (Old Colony) will run a blind lottery with no additional option for extra lottery opportunities. In order to attend Old Colony, a student must reside in one of Old Colony's five member towns in alignment with the Old Colony School Admission Residency Affidavit.

1.2 An admissions process is necessary in regional vocational technical schools where interest exceeds available seats. Vocational technical programs are designed and equipped to serve a maximum number of students safely. Consequently, a complex of such programs lacks both the space and flexibility to accommodate the possible needs and/or interests of all applicants. All applicants to Old Colony Regional Vocational Technical High School will be evaluated using the criteria contained in this Admissions Policy. The Old Colony Regional Vocational School District approved this policy on September 17, 2025.

1.3 When Old Colony receives more applications than it has available seats, a blind lottery will be used to select Old Colony students. The Old Colony Admission Policy is on file at the Department of Elementary and Secondary Education ("DESE").

1.4 The number of openings for grade 9 will be determined by the administration.

1.5 Grades 10-12 seats may be available based on program space and curriculum capacity at each grade level. Such determinations are made by the Administration. Further specifics relative

to enrollment in Grades 10-12 are outlined in Section 12.

### **2. Equal Educational Opportunity**

2.1 Old Colony admits students and makes available to them its advantages, privileges and courses of study without regard to race, color, sex, gender identity, religion, national origin, disability, sexual orientation, disability, or homelessness status and all other federal and state guidelines.

2.2 Neither a student's disability nor the primary language of their home will have any effect on their admission to Old Colony.

2.3 Consistent with Massachusetts regulations, Old Colony has created a plan with "deliberate, specific strategies to promote equal educational opportunities and attract, enroll, and retain a student population that, when compared to students in similar grades in sending districts, has a comparable academic and demographic profile."

2.4 If a student's primary home language is not English, Old Colony will provide an application form in the primary home language. Please contact our Admissions Office at (508) 763-8011 ext. 126 or email Brittany Lestage at [blestage@oldcolony.info](mailto:blestage@oldcolony.info) for assistance with filling out the application form.

2.5 Old Colony is committed to providing educational opportunities to students experiencing homelessness. Please contact Kelly Taveira, Director of Special Services, at (508) 763-8011 ext. 142 or [ktaveira@OldColony.info](mailto:ktaveira@OldColony.info) with any questions.

2.6 Students with disabilities may voluntarily identify themselves to Old Colony to request reasonable accommodations during the application and admission process by contacting Kelly Taveira, at (508) 763-8011 ext. 142 or [ktaveira@OldColony.info](mailto:ktaveira@OldColony.info).

### 3. Eligibility

3.1 Students currently enrolled in or being promoted to grades 9-12 who are residents of the Old Colony District (Acushnet, Carver, Lakeville, Mattapoisett, Rochester) are eligible to apply for fall admission or admission during the school year. Students may only be admitted to Old Colony if they have been promoted to the grade they are seeking to enter, so students should be aware that their admission is conditional; if they are not ultimately promoted to the grade they have applied for, their admission will be rescinded. In addition, Old Colony requires applicants to demonstrate proof of residency as a condition of admission as a resident student. If district residency is not confirmed prior to the admissions lottery date, the application will be considered ineligible. The Old Colony School Admission Residency Affidavit must be completed by all students prior to the admissions lottery date.

3.2 Non-resident students: Students who are not residents of the Old Colony District can apply for admission. However, residents of the Old Colony District will be admitted before any non-residents seeking the same program. Non-resident student applications will be processed only if the district determines there will be available seats in a particular grade level and/or program. Students and families can find information on the Chapter 74 Nonresident Student Tuition Program on the DESE website (<https://www.doe.mass.edu/ccte/cvte/admissions/>).

3.3 Transfer students: Transfer students from Chapter 74 state-approved vocational technical education programs at other high schools are eligible to apply for admission to Old Colony as long as their transfer is to an open program during the fall of their 10<sup>th</sup> grade year, or to a comparable program where space is available and administrative approval is granted by the Old Colony Principal.

3.4 Home-schooled students: Home-schooled students will be subject to the same admissions standards as other applicants. In some instances, alternate documentation will be permitted. Evidence for meeting admission standards is explained in Section 6.

3.5 School choice: The Old Colony District does not participate in the inter-district school choice program.

3.6 Withdrawn students: Previously enrolled students who withdraw from school may reapply following the procedures contained in this admission policy and will be evaluated using the criteria contained in this Admissions Policy.

### 4. Organizational Structure

4.1 Old Colony Regional Vocational Technical High School ("Old Colony"), located in Rochester, Massachusetts, is accredited by the New England Association of Schools and Colleges, and is committed to providing quality vocational technical and academic programs. Old Colony's vocational technical and academic programs are approved by the Massachusetts Department of Elementary and Secondary Education under Massachusetts General Law Chapter 74, and the school is in compliance with State and Federal legislation guaranteeing equal access to public educational institutions.

4.2 It is the responsibility of the Superintendent-Director to supervise the administration of the policies and procedures used to admit and enroll students, consistent with all applicable laws, regulations, and guidance.

#### **Contact Information**

Superintendent-Director: Aaron L. Polansky  
[apolansky@oldcolony.info](mailto:apolansky@oldcolony.info)  
(508) 763-8011 ext. 116

## **5. Admissions Communication, Recruitment, and Retention**

Old Colony disseminates information about the school through a variety of methods.

5.1 In-person presentations are made to middle school classes.

5.2 An Open House is held typically during the Fall Season. Prospective students and their parent(s)/guardian(s) have an opportunity to visit all vocational technical programs and speak with staff. Informational materials will be available at the Open House and upon request.

5.3 8th grade tours are coordinated with sending schools for students and staff to visit during the school day. Sending districts are asked to provide chaperones for visiting 8<sup>th</sup> grade classes. Old Colony provides the cost of transportation for all 8<sup>th</sup> grade classes during the day of their scheduled visit. Full class participation (absent of discrimination) is an expectation.

5.4 Small group tours with prospective students and parents/guardians may be offered periodically through the school year (usually weekly). School day tours may not be counted as unexcused absences by sending districts, per Massachusetts Board of Elementary and Secondary Education regulations 603 CMR 4.03(6).

5.5 Parent(s)/guardian(s) may schedule individual tours at a mutually convenient time. To request a tour, please call our Guidance Office at (508) 763-8011 ext. 126 or email Brittany Lestage at [blestage@oldcolony.info](mailto:blestage@oldcolony.info). If the agreed upon time slot for a tour occurs during the applicant's school day, the Guidance Office will provide confirmation to the applicant's current school that the applicant attended a tour during this time. Such tours may not be counted as unexcused absences by sending districts.

5.6 A calendar of events is maintained at [www.OldColony.us](http://www.OldColony.us) along with information on the admissions process, and other program information.

5.7 Old Colony strives to ensure all students feel a sense of inclusion, belonging, and value as part of our continued best practice and retention efforts. In this context, retention means an effort to retain a student who might otherwise withdraw from Old Colony. In such situations, academic, technical, and social-emotional support are made available in an effort to best retain and support students.

## **6. Application Process, Requirements & Timelines**

### **6.1 Obtaining an Application**

6.1.1 Applications will be provided in the applicant's home language on request by contacting the Guidance Office at (508) 763-8011 ext. 126 or by emailing Brittany Lestage at [blestage@oldcolony.info](mailto:blestage@oldcolony.info).

6.1.2 Applicants may apply online at <https://oldcolony.go2cte.com/> or by contacting the Guidance Office at (508) 763-8011 ext. 126 or by emailing Brittany Lestage at [blestage@oldcolony.info](mailto:blestage@oldcolony.info). Paper applications should be returned to the Admissions Office by mail (476 North Avenue, Rochester, MA), in-person or via email attachment to [blestage@oldcolony.info](mailto:blestage@oldcolony.info).

6.2 Definition of a "Complete Application": For an application to be considered complete, it must have all required fields submitted prior to the application deadline and must be accompanied by proof of residence and Old Colony School Admission Residency Affidavit.

6.3 If an application is incomplete, the Guidance Office will notify the applicant electronically.

### **6.4 Application Window and Late Applications**

Application window opens no later than November 1, 2025

Application window closes on January 15, 2026 at 2:30PM.

#### 6.5 Late Applications

6.5.1 If an application is submitted after the admissions window closes, it will be placed into a “late application” pool.

6.5.2 Students who have previously declined an offer or who were not responsive during the decision window may resubmit their application into the “late application” pool.

6.5.3 Protocols for the processing of late applications are outlined in Sections 9 and 10.

6.5.4 The district will maintain records of students who apply for admission; students who enroll in the school; and students placed on a waitlist. Old Colony will provide these records to DESE upon request. Old Colony will maintain confidentiality of all records in accordance with the law.

### 7. Selection Criteria

7.1 All students who submit a complete application and have residency confirmed will be considered eligible for the lottery. The lottery will be conducted in a publicly accessible place, either in person or virtually. The school will provide reasonable notice (at least one week before the lottery) of time and location on the Old Colony web site.

### 8. Grade 9 Admissions Process

8.1 The Administration determines the overall size of the 9<sup>th</sup> grade class each school year. Assigning to each member town the correct portion of Old Colony’s seat limit requires a meaningful and fair estimate of the size of each town’s portion. This is accomplished by both looking at historical data for each town and assessing the size of each town’s current 8<sup>th</sup>

grade class as a prediction of students who can apply to Old Colony’s 9<sup>th</sup> grade.

The “historical data” is derived by averaging the sizes of the previous three years of 9<sup>th</sup> grade classes for each town (i.e., this year, last year, and the year before).

The “predictive data” is estimated by totaling all the 8<sup>th</sup> graders in all the member towns and producing each town’s 8<sup>th</sup> grade percentage of that total as of October 1 of the current year. That per-town percentage is multiplied by the total number of seats available to determine each member town’s predictive component of the equation.

The “historical data” (per town) is averaged with the “predictive data” (per town) to determine seat allocation (per town). If the calculations result in partial seats, then classical rounding will be used. For example, 29.49 seats become 29, while 29.50 seats become 30.

Each member town is apportioned seats based on the following formula:

**50%:** The aggregate average of 9<sup>th</sup> grade enrollment from the current school year and previous two years of each member town based on the most recent October 1 figures identified by Old Colony.

**50%:** Each member town’s percentage share of the overall 8<sup>th</sup> grade population in the district, based on respective town data submitted to DESE as of October 1<sup>st</sup> of the current year.

*8.1.1: Illustration: Town B has an average of 30 9<sup>th</sup> grade students enrolled in the district over the past three years (29; 30; 31). Town B is apportioned 30 seats for this portion of the formula. In the event of increased total enrollment in the 9<sup>th</sup> grade class, the proportion of seats for this part of the formula will increase with the proportion of total students accepted into the 9<sup>th</sup> grade class.*

*Illustration: The District sets a grade 9 cohort at 150 students. Town B has 140 students in their local 8<sup>th</sup> grade class. The other four districts have 8<sup>th</sup> grade classes of 120, 90, 100, and 130 (580 total students). Town B has 24% of all the 8<sup>th</sup> graders in the Old Colony sending districts. Town B is apportioned  $150 \times 24\%$ , or 36 seats for this portion of the formula.*

*The number of seats for both formulas are added and divided by two to come up with 33 seats apportioned for Town B.*

## 8.2 Lottery Administration

8.2.1 All completed applications submitted on time are reviewed and sorted by member town of residence to determine the number of applications from each member town.

8.2.2 If the number of students exceeds the number of apportioned seats in a member town, students will be admitted up to the limit of the town's apportioned seats. Students are drawn randomly and placed in sequential order using a unique identification code for each student. The lottery results by town will be posted on the school website at [www.OldColony.info](http://www.OldColony.info).

8.2.3 If the number of applications in a member town does not exceed the apportioned seats, there is no lottery required.

8.3. Admitted students have 5 business days to accept or reject the admission offer. If the offer is rejected or if there is no response, the student is removed from the lottery and the first student from the waiting list from the town where the offer was declined, will be selected to replace the student who declined the offer.

## **9. Reapportioning unused Grade 9 seats at the close of the admissions window**

9.1 In the event there are unused seats from member towns at the admissions deadline, these seats will be reapportioned prior to the

scheduled "on time" lottery date. To fairly distribute unused seats, a "town rotation" has been established. Seats will be reapportioned to towns that are oversubscribed in the established rotational order until all seats have been reapportioned, provided the member towns have a waiting list that at least equals the number of reapportioned seats.

The established reapportionment order, or town rotation, for unused seats for the 2025-2026 admissions cycle will be: Mattapoisett, Rochester, Carver, Lakeville, Acushnet

*9.1.1 Illustration: There are 5 towns in the district. A, B, C, D, E*

*Towns C and D did not use a total of 17 seats. Assume that the remaining oversubscribed towns all have at least 10 students on the waiting list.*

*The 17 unused seats would be apportioned in a rotation (skipping Towns C and D) until all 17 seats are reapportioned.*

*Assuming the order was B, C, A, E, D; the five towns' apportionments will now be increased as follows: B (+6), C (0), A (+6), E (+5), D (0) = 17 seats.*

9.2 For the purposes of the remainder of the admissions cycle, these revised figures would serve as the new apportionment figure for each member town.

## **10. Reapportioning vacated Grade 9 seats later in the admissions process**

10.1 If a seat in any member town is vacated by a previously admitted student, the seat will be filled as follows:

10.1.1. First the district will confirm that there are no previously admitted students who have changed residency, and moved into the town which has the vacancy. These students would need to be reclassified first.

10.1.2. If there is a waiting list of students from that member town who applied before the application deadline, the District will offer admission to the next waiting list student from that member town.

10.1.3 If there is no waiting list of students from that member town who applied before the application deadline, the District would determine if there are any “late application” students from that member town.

10.1.3.1 If there are more late applicants than vacated seats, then a random lottery would be conducted to fill the number of vacant seats from that member town. Because the late application pool has rolling admissions, the District will draw applicants at random up to the number of vacancies as they arise. There is no published list as with the on time Grade 9 admissions process described above.

*10.1.3.2 Illustration of 10.1.3.1 above: Town “C” only filled 7 of its 15 apportioned seats as of the close of the admissions window. (The remaining 8 seats were reapportioned to other towns with waiting lists and are no longer available.) Town C had no waiting list. Several weeks later one of the 7 admitted students from Town C decided not to attend. After the close of the application window, there were 4 late applications from Town C. To fill the Town C slot, the school holds a lottery and draws out one name from the 4 late applications to fill the seat.*

10.1.3.3 If there are no “late application” waiting list students from that member town, the district will follow the established town rotation in section 9.1, offering the seat to the next town in the rotation. This rotation would include all member towns, including those who may have been undersubscribed at the close of the admissions window. This is because there could be late applications from that undersubscribed town who could have access to an unexpected vacated seat.

10.1.3.4 If a seat is reapportioned to a town based on circumstances in 10.1.3.3 above, that reapportionment is not permanent. The reapportionment allotments in 9.1 remain the same.

## **11. Change of Residency**

11.1 Before the Lottery: In the event that the District becomes aware of a student’s change of residency before a lottery is drawn, the student’s residency will be changed accordingly.

11.2 Admitted Student: In the event that the District becomes aware of an “in-district” change of residency for an admitted student after the lottery, the student would be reclassified to the new town of residence for enrollment reporting. Such a reclassification would open up a seat with the original town, only if the new town of residence had an open seat at the time of reclassification. (*i.e., If the town to which the student is moving had an open seat, that opening would shift to the town the student moved from*).

11.3 On Time Waiting List Student: If a student was placed on the waiting list as part of the initial lottery (as per section 8.2) and there is a subsequent change of residency to another member town, the student will be placed at the bottom of the new town’s “on time” waiting list.

11.4 Late Applicant/On the “Late Application” Waiting List Student: Since there is not a single fixed waiting list as with the “on time” lottery and published waiting lists, the student’s residency will be adjusted and the student is eligible if seats open up in the new town of residence.

11.5 The District reserves the right to not admit students whose change of residency was initiated for the purpose of gaining admissions access to the school. If there is an unresolved residency question the District reserves the

right to proceed with other students on the waiting list pending a resolution.

## **12. Admissions for Grades 10-12**

12.1 Admission into grades 10-12 is program specific depending on seat availability, and previous experience in comparable programs, for students in grades 11 and 12, for safety and scope and sequence related reasons. Approval is determined by the Administration. Eligible resident applicants are offered admission before any non-resident applicants. Previously admitted students who may be on a program specific waiting list are offered placement before any new applicants are offered admission.

12.2 All completed resident applications for grades 10-12 admissions are sorted by grade level and by program of interest and each application is evaluated based on the procedural overview provided in this policy. The same admissions deadlines for grade 9 applications apply for grade 10-12 applications.

12.3 There is no town-specific lottery because there is no seat apportionment for grade 10-12 admissions. Instead, applicants list all of their programs of interest and are placed in lottery pools for their grade level and in their desired programs. Lotteries are only run if there are more applicants than seats, and any such lotteries will follow a similar notification process as with Grade 9 applications.

12.4 Late or resubmitted applications are handled in the same way as the Grade 9 admissions process. However, late applications for grades 10-12 are sorted by grade level and program (not by member town) and are acted upon only if there are no remaining applications that were submitted on time.

12.5 Non-resident applicants for grades 10-12 will be processed separately. Non-resident applicants would not be eligible unless all resident applicants for a grade level and program have been exhausted. Non-resident lotteries, if needed, will be run in the same way as resident lotteries for grades 10-12.

12.6 Admitted students have 5 business days to accept or reject the admission offer. If the offer is rejected or if there is no response, the student is removed from the lottery for that specific program. However, the student would remain active in any other desired lottery pools.

12.7 Once a student accepts a program specific offer of admission the student is removed from all other program specific waiting lists.

## **13. Communication about Admissions Offers**

All offers of admission will be sent to the mailing address or email address on the application.

## **14. Waiting List Duration**

14.1 A waiting list is for students who are otherwise not offered admission due to (a) a member town's allotment being filled after round one admissions, (b) a lack of available seats at a particular grade level after round two admissions or (c) a lack of available seats in a desired program in grades 10-12 or (d) a lack of available seats in a desired program post-Exploratory

14.2 The wait list is valid for the school year in which the applicant is seeking admission. After that time, any applicant would need to reapply for admission in a subsequent school year.

## **15. VOCATIONAL TECHNICAL PROGRAM PLACEMENT**

All ninth graders are exposed to an exploratory program that lasts eight weeks in duration. Each student rotates through all thirteen vocational programs. Five exploratory shops are selected by the student to gauge initial interest and potential changes for data collection purposes. The rotations are such that each student is in each vocational area for approximately three days and no less than two days.

After the conclusion of the eight-week exploratory phase, each of the ninth grade students completes a Vocational Program Selection Sheet. At that time, each is asked to select the vocational programs of interest in rank order. The selections are made in order from 1st choice to 13th choice.

Program assignments are made based on the cumulative score that each student has earned during the exploratory phase in each of the thirteen areas of exploration. The Vocational grade average will account for 85 points of the cumulative score. The related grade average will account for 15 points of the cumulative score. Scores are calculated using the following criteria:

Students are evaluated by the instructors daily in related and in shop. Students may earn a total of up to 100 points per program. A grade is calculated for each exploratory program. After completing the exploratory programs, an overall exploratory average will be calculated.

### **Related (15 points maximum)**

- Applied Academic Foundation
- Engagement
- Professionalism

### **Shop (85 points maximum)**

- Employability
- Safety
- Professionalism
- Workmanship
- Productivity
- Engagement

The categorical criterion are listed below:

Advanced	5 points
Proficient	4 points
Approaching Proficiency	3 points
Needs Improvement	2 points

In addition to the grade averages, attendance and discipline are factored into the ranking score. Points are subtracted from the score for excessive unexcused absences, tardies/dismissals or excessive disciplinary infractions based upon the rubric below. For the purpose of this rubric, a disciplinary incident is defined by an event resulting in a write up with a consequence of a warning or detention.



#### Attendance

0-3 days/tardies/dismissals	unexcused	0 points deducted
4-6 days/tardies/dismissals	unexcused	1 point deducted
7-9 days/tardies/dismissals	unexcused	2 points deducted
9+ days/tardies/dismissals	unexcused	5 points deducted

#### Discipline

0-3 incidents	0 points deducted
4-6 incidents	1 point deducted
7-9 incidents	2 points deducted
9+ incidents or suspension	5 points deducted

Once the ranking score has been determined, students are placed according to their choices. Once a program is filled, students are given their second choices, then third choices, etc. until all vocational programs are filled.

All incoming tenth grade and transfer students are placed in vocational areas based on available space. The availability of vocational spots is a factor in accepting/placing these students. Transfer requests are accepted from all students as space allows. Students are encouraged to place their names on waiting lists. After enrolling, any transfer student may request that his/her name be added to an existing waiting list for a given program. Current Old Colony transfers will take priority over late acceptance transfers as space permits.

### **16. VOCATIONAL PLACEMENT AND APPEALS**

The applicant's parent(s)/guardian(s), upon notification from Old Colony Regional Vocational Technical High School indicating that the applicant was not accepted in a particular program or placed on a waiting list for a particular vocational program, may request a review of the decision by sending a letter to the principal within ten working days of the notification. The principal will respond in writing to the letter with the findings of the review within ten working days. The principal's decision will be final.

Adopted: September 17, 2025  
Amended: October 15, 2025  
Amended: December 17, 2025