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ADMISSION POLICY

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[Revisions Approved by Mass DESE: August 2013]
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PREAMBLE

Reviewers of the admissions plan which follows are first encouraged to recognize that the Blackstone Valley Vocational Regional School District (BVT) does not limit its services to its campus-based enrollees. Over the past three decades our system has assisted sister LEAs in establishing Chapter 74 programs, DESE authorized Pathway options, and multiple career education opportunities. Districtwide students have participated in and benefitted from multiple integration initiatives from robotics, medical assisting, historical re-enactments, and science lessons provided by their regional vocational technical partner. As a viable educational partner, the District fosters multiple shared endeavors among its eleven feeder LEAs. Collaborative ventures include but are not limited to hosting events which showcase educational models and excellence of all educational systems, professional development training, shared grant pursuits, extending consulting support to colleagues, operating vaccination clinics, and providing construction assistance for career labs. New forms of collaboration are regularly advanced via monthly meetings among area Superintendents, their staff, and BVT personnel.

This plan is anchored in the District’s most recent state-approved admissions plan, which was approved by DESE in FY2019, and builds upon that plan to incorporate changes mandated by the adoption of amendments to the Vocational Technical Education Regulations, 603 CMR 4.03(6)(a), by the Board of Education on June 22, 2021.

At Blackstone Valley Tech, we recognize the importance of inclusivity and are mindful of the need to ensure our admissions policy and procedures are sensitive to equity and access issues of targeted populations within our catchment area. Enrollment data confirms that policy and procedure changes over the past three years has the District trending favorably in increasing enrollment of students of color and students with disabilities. Our goal is to continue this positive movement towards equity in CVTE enrollments at BVT by strengthening our recruitment efforts and support systems to be more inclusive of first language not English (FLNE), English Learner (EL), and economically disadvantaged students. An important part of this plan relies upon the CVTE Equitable Access Grant received during the summer of 2021, which will facilitate funding for a recruitment specialist

responsible for recruiting and advocating for EL, FLNE, and economically disadvantaged applicants; a data specialist to analyze enrollment and other data to support enrollment policy and procedure changes; Spanish and Portuguese interpreters for recruitment events; bus transportation costs for bilingual tours; and supplies and materials to ensure equitable access to information on CVTE and BVT's online application.

Additional support measures include continuing to provide orientation for sending school counselors, tours and open houses for prospective students and their families, and admissions information on our website provided in both Spanish and Portuguese. To strengthen the ability of targeted populations to be successful applicants, our website offers several virtual information sessions and provides sample questions to be used in preparing for admissions interviews. The District has also created additional opportunity for enrollment via the DESE approval on July 13, 2021 of a revised two-year Drafting program that will enable us to accept Grade 11 applicants. To field test the DESE suggested lottery process, the District will review candidates for its revised two-year Drafting Program under a proposed lottery process.

Within this Admissions Policy, the parameters of selection criteria have been detailed to ensure compliance with BOE approved amendments. For example, all excused absences are forgiven within the Attendance score and an opportunity is provided for candidates to appeal the score to shed light on extenuating circumstances which may have impacted attendance. Similarly, minor infractions are no longer considered within the School Discipline/Conduct score, and more in-depth review of discipline issues allows admissions personnel to reach an individualized assessment of each candidate's conduct.

The District is committed to monitoring and self-analyzing the impact of admissions outcomes to ensure positive trending to mirror protected populations within the catchment. This, along with the redefined candidate review process detailed within the following, should enable the District to gauge the impact of its reconfigured admissions. The District reaffirms its commitment to provide quality career technical education to its thirteen member communities equally.

I. INTRODUCTION

Blackstone Valley Vocational Regional District School Committee has established an admissions process due to the space limitation of Blackstone Valley Tech. Vocational technical laboratories (shops) are designed and equipped to serve a specific maximum number of students safely. Consequently, a complex of such laboratories lacks both the space and flexibility to accommodate the possible needs and/or interests of all applicants. Therefore, a process is utilized to determine which applicants have demonstrated a commitment to their education and a readiness for rigorous career technical studies. All applicants to grades nine through twelve at Blackstone Valley Regional Vocational Technical High School will be evaluated using the criteria contained in this Admissions Policy.

The Blackstone Valley Vocational Regional School Committee will annually review and approve the District's Admission Policy no later than October 1st unless requesting an extension from the Department of Elementary and Secondary Education (DESE). The Superintendent will submit an annual attestation by October 1st to the DESE indicating the Admission Policy has been approval of the District's School Committee.

The Blackstone Valley Vocational Regional District School Committee approved the current policy on November 18, 2021.

A copy of the approved Admission Policy will be made available in the following locations:

- On file with the Massachusetts Department of Elementary and Secondary Education (DESE)
- On file with the BVT Human Resources Department in the District's Policy Manual
- Admission page of the BVT website
- Included in the annual publication of the BVT Program of Studies
- Linked to the admission application
- Linked to a copy of admission decline letters

II. EQUAL EDUCATIONAL OPPORTUNITY

Blackstone Valley Regional Vocational Technical High School admits students and makes available to them its programs and courses of study without regard to race, color, sex, religion, national origin, gender identity, sexual orientation, homelessness or disability.

If there is a student with limited English proficiency, a qualified representative from Blackstone Valley Regional Vocational School District will assist the applicant in completing the necessary forms and assist in interpreting during the entire application and admissions process upon the request of the applicant. All admission materials, tours, open houses and applications are made available in multiple languages, via our website, language interpreters, or by contacting the Admission Office.

Students with disabilities may voluntarily self-identify for the purpose of requesting reasonable accommodations during the entire application and admissions process.

Blackstone Valley Tech is committed to providing educational opportunities to students experiencing homelessness. Please contact Blackstone Valley Tech's liaison (Mr. Matthew Urquhart, Assistant Principal) at 508-529-7758 x3024 or murquhar@valleytech.k12.ma.us with any questions on how BVT can assist in the application process.

Consistent with Massachusetts regulations, Blackstone Valley Tech 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."

Blackstone Valley Tech:

- Employs a full time licensed teacher of English Learners. This teacher serves as a liaison for students and parent(s)/guardian(s) of English Learners and supports students in both their academic and shop courses.
- Maintains a Diversity, Equity and Inclusion team of staff members.
- All staff is provided with yearly training and professional development in the support of students with diverse backgrounds.
- All professionally licensed teaching staff are SEI indorsed or enrolled in SEI coursework.

- Curricular materials within the vocational, academic and school counseling areas are regularly reviewed for bias and generalizations.
- Utilizes multilingual and/or multicultural students as ambassadors in the admissions process to travel to sending middle schools for presentations about BVT.
- Employs many internal interpreters while also contracting externally to ensure availability and accessibility for students, parent(s)/guardians(s) and families to all school activities.
- Has many student clubs, organizations and activities that promote causes and celebrations related to diversity, equity, and inclusion of all students.

Information on limited English proficiency, disability or homeless status submitted voluntarily by the applicant, for the purpose of receiving assistance and accommodations during the entire application and admission process, will not affect their admission to the school.

III. ELIGIBILITY

Any eighth, ninth, tenth or eleventh grade student who is a resident of the Blackstone Valley Vocational Regional School District (Bellingham, Blackstone, Douglas, Grafton, Hopedale, Millville, Milford, Mendon, Millbury, Northbridge, Sutton, Upton, Uxbridge) who expects to be promoted to the grade they seek to enter by their local district is eligible to apply for fall admission or admission during the school year subject to the availability of openings to Blackstone Valley Regional Vocational Technical High School. Resident students will be evaluated using the criteria contained in this Admissions Policy. Priority for admission is given to Blackstone Valley Vocational Regional School District residents according to the District Agreement. Resident students who meet the requirements for admission shall be admitted prior to acceptance of any non-resident students seeking the same program.

Homeschool applicants may apply to attend Blackstone Valley Tech full-time and will be subject to the same admissions standards as other applicants.

Students who are not residents of the Blackstone Valley Vocational Regional School District are eligible to apply for fall admission or admission during the school year subject to the availability of openings to Blackstone Valley provided they expect to be promoted to the grade they seek to enter by their local district. Nonresident students will be evaluated using the criteria contained in this Admissions Policy.

Transfer students from other Chapter 74 State Approved Programs are eligible to apply for fall admission or admission during the school year to grades 9-12 at Blackstone Valley provided they expect to be promoted to the grade they seek to enter by their current school. Transfer students will be evaluated using the criteria contained in this Admissions Policy and the availability of seats in the same program at BVT.

IV. ORGANIZATIONAL STRUCTURE

Blackstone Valley Tech is a public regional vocational technical school located in Upton, Massachusetts. Blackstone Valley Tech is a member of the Blackstone Valley Vocational Regional School District and is accredited by the New England Association of Schools and Colleges. Blackstone Valley Tech is committed to providing quality vocational technical programs.

It is the responsibility of the Blackstone Valley Tech's Superintendent-Director to supervise the administration of the policies and procedures used to admit and enroll applicants, consistent with all applicable laws, regulations and guidance in conformity with this Admissions Policy.

Blackstone Valley Tech has an Admissions Committee appointed by the Superintendent-Director. The committee is chaired by the Vocational Director and consists of members of the Administration, School Counselors, Student Services, Vocational Technical and Academic Departments. Responsibilities of the Admissions Committee include:

- A. determination of standards for admission
- B. development and implementation of admission procedures
- C. processing of applications
- D. acceptance of students according to the procedure and criteria in the admissions policy
- E. establishment and maintenance of a list of candidates to be considered for admission when/if seats become available.

The Blackstone Valley Tech Vocational Director is responsible for disseminating information about Blackstone Valley Tech through local school assemblies, information sessions, school tours, open houses, direct mailings, and press releases. Additionally, they are responsible for collecting applications from the local schools.

Blackstone Valley Regional Vocational Technical School District Agreement:

Blackstone Valley Regional Vocational Technical School District is governed by a School Committee composed of one elected member with residency consideration for each town and district wide election across all 13 communities. Annually, the Admissions Committee makes a recommendation to the School Committee regarding the number of positions available for new students for the coming school year.

In accordance with the Educational Reform Act, the Blackstone Valley Vocational Regional School District Committee votes annually on whether to adopt school choice. Currently, by such vote, Blackstone Valley Tech is not a choice school. The overwhelming application interest from member towns contributed significantly to this decision.

V. RECRUITMENT PROCESS

1. Blackstone Valley Tech disseminates information about the school through a variety of methods.

- a. Representatives from Blackstone Valley Tech will make themselves available to visit each sending school in the fall (October/November) to meet all eighth graders and conduct an informational program about the vocational-technical-academic offerings available at Valley Tech. This program consists of viewing a video about the school, a question and answer period and a review of dates relative to tours of the school, Admission Open House, and due date for completed applications.
- b. The Admissions Office will offer a series of evening virtual information sessions for interested parents/students. These events will be advertised on the school's website and via a direct mailing to all district 8th grade students. This program consists of viewing a video about the school, a question and answer period and a review of dates relative to tours of the school, admission open house, and due date for completed applications.
- c. An Admission Open House is scheduled in late November/early December. Prospective students and their parent(s)/guardian(s) have an opportunity to visit all vocational-technical programs and speak with teachers as well as view a presentation about all offerings. Language interpreters are onsite at the school during the Admission Open House and are available throughout the evening to assist with tours and to answer admission questions.
- d. Parent(s)/guardian(s) may schedule individual and/or group visits at a mutually convenient time.
- e. Brochures, which describe vocational technical programs including academic courses, sports, student activities, cooperative education, and special education resources are distributed during the 8th grade visitations, attached to our school's website and available during the admission open house. BVT makes available all admission materials including these documents, resources, and the application in multiple languages.
- f. Blackstone Valley Tech does not require potential students or their parents/guardians to attend any school tours, open houses, or information sessions as a condition of the application and/or enrollment.

VI. APPLICATION PROCESS

Application Deadlines:

9 th Grade Applications for Fall Admissions	January 15 th
10 th , 11 th & 12 th Grade Applications for Fall Admissions	April 1 st

APPLICATION PROCESS - FOR FALL ADMISSIONS*

TO THE NINTH, TENTH, ELEVENTH AND TWELFTH GRADE

1. Students interested in applying to Blackstone Valley Tech for fall admission to the ninth, tenth, eleventh or twelfth grade must:

* applying for admission during the winter and spring to begin classes the following fall

- a. Obtain an application from their local school Guidance Counselor or complete the online application. The paper application and online application portal will be available each year on October 1st.
 - b. For the paper version of the application, return the completed application form to their local school Guidance Counselor by the deadline set by the Guidance Counselor. Students who complete the online application, a request will be made of their Guidance Counselor by the BVT Admissions Office to complete the sending school information.
 - c. Attend an interview at their local school, at Blackstone Valley Tech or via a virtual platform, conducted by Blackstone Valley Tech Staff or come to Blackstone Valley Tech for an interview. The Admission Office will work with students and parents/guardians to establish a schedule that works best for all parties.
2. It is the responsibility of the local school Guidance Counselor to:
- a. Complete their portion of the application form or complete the data request form provided by the BVT Admission Office.
 - b. Forward the completed application or data spreadsheet to the Admissions Office at Blackstone Valley Tech by January 15th. Complete applications include:
 - (i) Completed application form (including required signatures).
 - (ii) For applications to grade 9 (fall admission), the grade 7 and terms 1 & 2 grade 8 courses taken and marks obtained in English language arts or its equivalent, social studies, math and science from the local school report card/transcript are required. For applications to grades 10, 11 & 12 (fall admission) courses taken and grades obtained from the previous school year and terms 1 & 2 of the current school year in English language arts or its equivalent, social studies, math and science from the local school report card/transcript are required.

For applications to grade 9 (fall admission), grade 7 and terms 1 & 2 grade 8 unexcused absences from the local school report card/transcript are required.

For applications to grades 10, 11 & 12 (fall admission) the sum of the previous school year and terms 1 & 2 current school year unexcused absences from the local school report card/transcript is required.

For applications to grade 9 (fall admission), the grade 7 and terms 1 & 2 grade 8 behavior records from the local school report card or from the local school Guidance Counselor's recommendation are required. For applications to grades 10, 11 & 12 (fall admission) the previous school year and terms 1 & 2 of the current school year behavior records from the local school report card/transcript or from the local school Guidance Counselor's recommendation are required.

For applications to grade 9, 10, 11 and 12 (fall admission), the local school Guidance Counselor's recommendation for each candidate is required.
3. If incomplete applications are received, the following procedures will be followed:

- a. The Admissions Office at Blackstone Valley Tech will notify the local school Guidance Counselor and parent/guardian that the application that the application is incomplete and will request completion.
- b. The applicant's parent(s)/guardian(s) will be notified by the Blackstone Valley Tech Admission Office in the event that the problem is not resolved by the local school Guidance Counselor.
- c. For applications that are not completed (missing data/information) prior to the January 15th deadline, our admissions office will continue to work with the sending school and parent(s)/guardian(s) to complete the application for the second and subsequent rounds of admission.

LATE APPLICATIONS

Applications received before January 15th will be considered for the first round of admissions. Applications received after January 15th will be eligible for the second and subsequent rounds of the rolling admission process. They will be evaluated using the same criteria as other applications and their composite score will be computed. They will be placed on the established applicant list.

TRANSFER STUDENTS

Applications from students who are enrolled in a state-approved (Chapter 74) vocational technical high school program in another school (transfer students) will be considered for admission (including admission during the school year) if they relocate away from their current school and wish to pursue the same program of study at Blackstone Valley Tech. All transfer applicants must attend an informational meeting at Blackstone Valley Tech. If the applicant or parent/guardian cannot provide transportation, an official from Blackstone Valley Tech will go to the local school to meet with the applicant. Their applications will be evaluated according to the provisions of this Admissions Policy and the availability of seats in the same program at BVT

WITHDRAWN STUDENTS

Students who withdraw from Blackstone Valley Tech and who are attending or not attending another high school may reapply to Blackstone Valley Tech following the procedures contained in this admission policy and will be evaluated using the criteria contained in this Admission Policy.

YEARLY ADMISSION PROCESS

Blackstone Valley Tech utilizes a yearly method for their application and admission process. Applications do not carry over from year to year. An applicant must reapply each year if not offered admission in a given year.

ADMISSION LOTTERY FOR THE TWO-YEAR DRAFTING PROGRAM

A rising junior student (10th grade student at the time of the application) who is a resident of the Blackstone Valley Vocational Regional School District (Bellingham, Blackstone, Douglas, Grafton, Hopedale, Millville, Milford, Mendon, Millbury, Northbridge, Sutton, Upton, Uxbridge) and is interested in pursuing a training in the drafting trade is eligible to apply for the two-year Chapter 74 approved Drafting program.

Application Deadline:

10th Grade Application for Fall Admissions

April 1st

Students interested in applying to Blackstone Valley Tech for fall admission to the two-year Chapter 74 approved Drafting program must complete the following to be eligible for the selection lottery:

- a. Obtain an application from their local school Guidance Counselor or complete the online application. The application and online application portal will be available each year on October 1st. The application must be completed and submitted prior to the deadline.
- b. Applications received after the deadline will not be eligible for the selection lottery.
- c. Applicants will not be eligible for admission if suspended or expelled pursuant to M.G.L. c.71 §37H or §37H1/2.
- d. Successful of completion of 10th grade. The applicants must have passed courses in English language arts or its equivalent and mathematics for the school year immediately preceding their enrollment at Blackstone Valley Tech.

The selection lottery will take place annually prior to May 15th. Student applicants and parents/guardians will be notified two weeks prior of the selection lottery date and time. The lottery will be live via a virtual or in-person session. All students will be issued a selection number. The first 16 selected via lottery will be offered the 16 available seats. All other students remaining will be issued a lottery number 17 through the last applicant and will be placed in this order on a waitlist for the two-year drafting program.

The student(s) and parent(s)/guardian(s) will be notified of their selection. They will have 7 days to accept or decline the offer. If there is a decline, the next person on the lottery driven waitlist will be notified and given the same amount of time to accept or decline. This process will continue until all seats are filled. The process will conclude when all seats are filled or until the first week in September.

Students applying for the two-year drafting program are not eligible for in-school program transfers.

VII. SELECTION CRITERIA

The Admissions Committee, using admissions criteria, process completed applications. Each applicant will be assigned a score derived from the sum of the sub scores of the following criteria.

After points are given in each area, the points are totaled for each applicant. A maximum total of one hundred (100) points can be earned.

A. Scholastic Achievement: Maximum 25 points

Grade Averages	Points
80 - 100	25
70 - 79	20
65 - 69	15
60 - 64	10
0 - 59	0

For applications to grade 9 (fall admission), the average of grade 7 and terms 1 & 2 grade 8 marks in English language arts, social studies, mathematics, and science from the local school report card/transcript are used. For applications to grades 10, 11 and 12 (fall admission) the average of the previous school year and terms 1 & 2 of the current school year marks in English language arts, social studies, mathematics and science from the local school report card/transcript are used. For applications to grades 9, 10, 11 and 12 (admission during the school year) the current school year to the date of the application marks in English language arts, social studies, mathematics and science from the local school report card/transcript are used.

B. Attendance: Maximum 15 points

Absences for all excused reasons by the sending district will not be counted.

The absences from Grade 7 are added to the absences from the first 2 terms of Grade 8 and then divided by six (6) to establish a final average of absences per term. Points are awarded as follows:

Average Days Absent Per Term	Points
0	15 points
1	12 points
2	10 points
3	8 points
4	5 points
5+	0

For applicants receiving a score of 8 points or less in the category of Attendance have the opportunity to submit a letter of evidence indicating the extenuating circumstances surrounding the unexcused absences. This letter will be reviewed by the Admissions Committee to determine if the absences or a portion of the absences will be excused for the purposes of the application.

C. School Discipline/Conduct: Maximum 15 points

Applications will consider student discipline in a binary method. If a student has been suspended for any infractions under M.G.L. c.71, § 37H or M.G.L. c.71, § 37H-½ or been suspended or expelled for more than 10 days cumulative under M.G.L. c.71, § 37H-¾ they will receive 0 points in this category. Otherwise full points will be awarded to the applicant.

D. Local Guidance Counselor's Recommendation: Maximum 15 points

A member of the Guidance Department in each member town will complete a recommendation based on a rubric on the application form.

Rating	Points
Excellent	15
Above Average	10
Average	5
Below Average	0

E. Interview: Maximum 30 points

Licensed teaching staff and administration from Blackstone Valley Tech will conduct personal interviews with all students who apply. The interviewer will award a maximum of 30 points for the applicant's answer to 5 questions. Questions range in point value from 1 to 10 points. The same five interview questions are asked of each applicant and are scored using a rubric.

Rating	Points
Excellent	30
Above Average	23
Average	18
Below Average	10
Poor	0

Blackstone Valley Tech provides a document of helpful interview techniques and a bank of sample interview questions to all applicants. This resource is provided in multiple languages. For students whose first language is not English or is more comfortable answering in another language, interviews will be conducted in the applicant's native language.

For students with learning disabilities (including IEPs, 504s or DCAP plans), a multitude of resources are available to support the applicant during the interview process. The resources include, but not limited to, extended answering time, word banks, repeated questions, additional prompts, etc. To access these accommodations, paren(s)/guardian(s) of students with learning disabilities are encouraged to contact the

Student Services at BVT at 508-529-7758 x3013. Sending school guidance counselors can also assist in this process with authorization from the applicant's parent/guardian.

VIII. SELECTION PROCESS

In March, members of Blackstone Valley Tech's Admissions Committee will assemble to review all fully completed applications received by January 15th. They will check each application for accuracy before awarding rating points in each category. After awarding rating points, each category will be totaled. The applicants from each town will be ranked from high to low. Students listed above the cut-off score will be selected for admission. Those below the cut-off point will be placed on a hold list. In the event of a tie-breaker situation, acceptances will be prioritized to mitigate the greatest fluctuations in enrollment of a given town versus its enrollment from the prior year. The cut-off score is determined annually by ranking all applicants from top to bottom and selecting the number of applicants necessary to fill the Freshmen Class (i.e. 400 applicants, 225 top ranked are accepted). All students and their local guidance counselors are advised of their admissions status (accepted, hold list) by the 2nd week in April.

After the completion of the first round of admissions, Blackstone Valley Tech will continue to draw from the hold list to fill all available seats until the last Friday in September. Seats may become available due to declines, withdrawals, out-of-district moves, and other methods resulting in opportunities to offer admission to additional students.

Non-resident applicants are evaluated using the criteria in this Admissions Policy and will be placed on the applicant list after the resident applicants. Non-resident applicants on the list will only be accepted if all resident applicants have been accepted.

Applications received after January 15th will be evaluated using the same criteria as other applications and their composite score will be integrated in rank order on the established applicant list.

Late applicants whose applications were not received by Blackstone Valley Tech by January 15th will receive a letter informing them of their status.

IX. ENROLLMENT

In order to enroll at Blackstone Valley Tech for the fall, applicants must have been promoted to the grade they wish to enter by their local school district. In addition, they must have passed courses in English language arts or its equivalent and mathematics for the school year immediately preceding their enrollment at Blackstone Valley Tech.

X. VOCATIONAL TECHNICAL PROGRAM PLACEMENT

Because Blackstone Valley Tech offers 5 or more Chapter 74 state-approved programs, BVT provides a half year exploratory program for 9th grade students, which is based on the applicable Vocational Technical Education and Massachusetts Curriculum Frameworks.

All ninth grade students enrolled at Blackstone Valley Regional Technical High School participate in a vocational technical exploratory program (August through December)

designed to introduce each student to several career pathways while helping them discover their talents and interests through a brief (typically 4-5 days) immersion in seven different vocational-technical areas. Students choose three programs to explore, and Blackstone Valley Tech provides the remaining four, including one gender based, non-traditional shop in compliance with Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV) . (Example: Automotive for a female student or Cosmetology for a male). Throughout the exploratory experience, vocational teachers evaluate each student based upon a common rubric/scoring guide in the following areas:

- Competency in technical area
- Following Instructions
- Quality of Work
- Safety
- Behavior/Professionalism

Students may receive a maximum of 20 points in each criterion for a total of 100 points. Exploratory scores are then entered into the student information system, tabulated, organized and reported to each individual student and their parent/guardian the week following each experience.

At the conclusion of the exploratory period, each student selects their program of choice; as well as second through seventh choices from the explored shops. The administrative team meets to review scores and student requests which are sorted to rank order the students according to their score in the shop the student requested as their first choice.

To assist in the selection process, Blackstone Valley Tech offers a Freshmen Vocational Career Night which provides the opportunity for parents/guardians to visit the student's top four program choices. Vocational staff present information pertaining to the program's curriculum and State frameworks, post-secondary placement and career paths, co-op and employment opportunities. Language interpreters are present onsite at the school during the Freshmen Vocational Career Night and are available throughout the evening to assist with presentation in the program areas and answer questions regarding the vocational selection process.

Students are admitted into the shop of their choice based on the point total they received in their first choice shop. For example, a student with a point total of 90 would be admitted before a student with a point total of 80.

When a technical program exceeds its capacity for enrollment, the following steps are taken for placement:

- 1) Students are placed in their 2nd through 7th choices according to their choice of program (shop).
- 2) Their rank order (using exploratory scores) is then compared to other students requesting that shop.
- 3) Tie breaker procedure for all placements:
 - (a) First tie breaker - based on the shop average of the selected shop.
 - (b) Second tie breaker – based on the cumulative average of all seven shops.

- 4) Students will not be placed in a particular shop if they did not pass that shop during exploratory.
- 5) Program wait lists are created when students are placed in a program other than their first choice, yet would like to be in a different shop that is at full capacity. Students on a wait list are rank-ordered by their exploratory scores. Waitlisted students are notified if an opening occurs in their desired shop and given the option to change shops or remain in their current placement.

If a student did not receive any of their seven choices and wishes to explore additional shops they may do so for two additional cycles provided there is space to safely do so.

After placement, students continue in the shop in which they were placed for the remainder of their school tenure unless they request a transfer. Students who wish to transfer from one shop to another may apply for transfer through their school counselor by completing a Request for Shop Transfer form and obtaining the appropriate signatures after the second 9th grade trimester is completed.

- Transfer requests will be considered subject to availability of openings in the requested program(s). Each transfer applicant will receive career counseling prior to final transfer approval.
- Transfer requests in shop placement will not be allowed after the completion of the first trimester of sophomore year. Exceptions to this may only be authorized and approved at the discretion of the Assistant Superintendent-Director (Principal).

Students who enroll in Blackstone Valley Tech High School after grade 9 will be accepted into a specific technical program upon admission. If, after enrollment, the student desires a shop change, the students may apply for transfer through their school counselor by completing a Request for Shop Transfer form and obtaining the appropriate signatures. Transfer requests will be considered subject to availability of openings in the requested shops. Each transfer applicant will receive career counseling prior to final transfer approval. Transfer requests in shop placement will not be allowed after the completion of the first trimester after enrollment at BVT.

XI. REVIEW and APPEALS

The applicant's parent(s)/guardian(s), upon receipt of a letter from Blackstone Valley Tech indicating that the applicant was not accepted, may request a review of the decision by sending a letter requesting a review to the Vocational Director within thirty days of the receipt of the letter. The Vocational Director will respond in writing to the letter with the findings of the review within thirty days.

If after the review, the parent/guardian wishes to appeal the findings of the review they may do so by sending a letter requesting a meeting with the Superintendent-Director to appeal the Vocational Director's findings. The Superintendent-Director will respond in writing to the parent/guardian with a scheduled date for the appeal within thirty days of the receipt of the letter. The Superintendent-Director will respond in writing to the letter with their

decision on the appeal within thirty days of the meeting with the Superintendent-Director when the appeal was presented.

The applicant's parent/guardian, upon receipt of a letter from Blackstone Valley Tech indicating that the applicant was not accepted or placed on a waiting list for a particular program (shop)(major), may request a review of the decision by sending a letter requesting a review to the Vocational Director within thirty days of the receipt of the letter. The Vocational Director will respond in writing to the letter with the findings of the review within thirty days.

XII. MAINTENANCE OF RECORDS

Blackstone Valley Regional Vocational Technical High School maintains records of all students who apply, enroll, or are waitlisted, as well as their score on admission criteria (if used), to facilitate analysis of its admissions system and compliance with applicable laws and regulations. Blackstone Valley Tech will provide this information to the Department upon request.

XIII. ADMISSION INITIATIVES 2022-2023

The Blackstone Valley Vocational Regional School District has continuously evaluated and revised its Admission Policy to reflect the need to provide equitable access to our school and its programs. Using tools provided by the DESE to evaluate data, stakeholder input, and program trends, revisions to the Admission Policy are proposed and along with a plan of initiatives to support the admission process. The following initiatives are planned for the 2022-2023 admission season to support the approved Admission Policy:

1. Obtained CVTE Equitable Access Grant resulting in the establishment of two positions to the support the admission process:
 - a. Recruitment Specialist – This is a grant-funded position through the CTVE Equitable Access grant that will help improve equitable access to the admission process for Blackstone Valley Tech. The role of this person will include the recruiting and advocating for but not limited to English learners, FLNE and economically disadvantaged student applications from the 13 sending towns. In addition, this position will act as a liaison creating and maintaining partnerships with sending districts, community organizations, and families to provide access to the admission process. The Admission Recruitment Specialist will develop, coordinate, and deliver outreach programs to educate prospective students and their families on the benefits of a vocational technical education.
 - b. Equitable Access Data Specialist - This is a grant-funded position through the CTVE Equitable Access grant that will help improve equitable access to the admission process for Blackstone Valley Tech. The role of this person will be to collect and present data that focuses on the admission process at BVT to support policy and procedure changes.
 - c. Application assistance – Laptop access to allow for interested candidates access to admission information and the online application a variety of community locations.

2. Increased and expanded use of multiple language resources in all areas of our admission process, including but not limited to:
 - Online materials
 - Application
 - Printed materials
 - In-person tours
 - Interviews
 - Open house
 - Career & curriculum nights

Appendices of Admission Policy Resources for 2022-2023

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BLACKSTONE VALLEY VOCATIONAL REGIONAL SCHOOL DISTRICT
Upton, Massachusetts

Title: **Equitable Access Data Specialist** **POSTED:**

Description: This is a grant-funded position through the CTVE Equitable Access grant that will help improve equitable access to the admission process for Blackstone Valley Tech. The role of this person will be to collect and present data that focuses on the admission process at BVT to support policy and procedure changes.

Responsibilities and Duties:

1. For current District employed personnel, the responsibilities and duties of this assignment shall be conducted outside of regular job responsibilities.
2. Work with the Vocational Directors to comply with the Mass DESE and CTVE reporting for admission waitlist data.
3. Participate in meetings with DESE CVTE staff regarding the collection of data and requirements for submitting reports.
4. Generate reports as requested by the Vocational office reflecting trends in admission applications, accepted and waitlisted students.
5. Provide and disseminate pertinent information pertaining to special populations using DESE data.
6. Use archived data to create reports to identify trends in special populations as it pertains to admission to BVT.
7. Track student progression from application shop selection to exploratory placement.
8. Using admission criteria, collect and track to determine success in vocational placement.
9. Create customized reports summarizing key takeaways, make recommendations and propose supportive actions.
10. Conduct survey(s) soliciting input from stakeholders as to progress on programming effectiveness.

Qualifications:

1. Demonstrated ability to work collaboratively with administrators and vocational instructors.
2. Strong knowledge of Microsoft Excel and Access applications.
3. Willingness and desire to address issues that will enhance Valley Tech's emphasis on equal opportunity access and positive interrelationships/interaction.
4. Keen awareness of DESE reporting and analysis data trends.

Compensation:

1. Stipend of \$5,000 with payment contingent upon completion of assigned responsibilities as approved by the Vocational Directors. All work must be completed prior to June 30, 2022.
2. This is a non-benefit temporary position.
3. Payroll Time Sheet Invoices must be completed and submitted to the appropriate administrator(s) for approval prior to payment.

Duration: Appointment date through June 30, 2023.

Application:

1. Submit a resume or letter of intent to the Human Resource Office at Blackstone Valley Vocational Regional School District, 65 Pleasant Street, Upton, MA 01568-1499 by the end of the posting period.
2. All positions will be posted for a minimum of ten (10) business days.
3. Applicants are alerted that school systems are required to obtain all available criminal offender record information (CORI and SAFIS Background Check per 603 CMR 51.00) from the criminal history systems board (CHSB) of any current or prospective employee or volunteer of the school department.
4. It is the policy of the Blackstone Valley Vocational Regional School District not to discriminate on the basis of race, color, religion, national origin, sex, gender identity, sexual orientation, age, genetic information, ancestry, military status, disability, pregnancy or pregnancy related condition, or any other characteristic prohibited by state or federal law.

Dr. Michael F. Fitzpatrick
Superintendent-Director

N.B. Appointment to/Approval of this position is contingent on receipt of Perkins funds and approval of this position by MA Department of Education Personnel.

Appendix B

FY23 C106 CTVE Admission Recruitment Specialist Job Description

**BLACKSTONE VALLEY VOCATIONAL REGIONAL SCHOOL DISTRICT
Upton, Massachusetts**

Title: Admission Recruitment Specialist

Description: This is a grant-funded position through the CTVE Equitable Access grant that will help improve equitable access to the admission process for Blackstone Valley Tech. The role of this person will include the recruiting and advocating for but not limited to English learners, FLNE and economically disadvantaged student applications from the 13 sending towns. In addition, this position will act as a liaison creating and maintaining partnerships with sending districts, community organizations, and families to provide access to the admission process. The Admission Recruitment Specialist will develop, coordinate, and deliver outreach programs to educate prospective students and their families on the benefits of a vocational technical education.

Responsibilities and Duties:

1. For Valley Tech personnel, the responsibilities and duties of this assignment shall be conducted outside of regular job responsibilities.
2. Work with 7th & 8th grade students in the Blackstone Valley region interested in applying to BVT.
3. Deliver information to interested students through a series of informational sessions, including but not limited to Admission information sessions, student tours, New Applicant Open House.
4. Update/maintain informational brochures in multiple languages to disseminate at a series of informational events including but not limited to: Parent Orientation, Freshman BBQ, Curriculum Nights and the annual New Applicant Open House.
5. Prepare the documentation that will be used to deliver information to all ninth graders during exploratory regarding non-traditional opportunities through educational materials, presentations and events. Provide documentation of efforts/copies of sample agendas/materials for non-traditional
6. Seek out and create opportunities to showcase BVT at community events, local festivals, and town functions in the 13 sending towns.
7. Create training and informational resources for Valley Tech personnel regarding equitable access.
8. Serve as a member of the BVT Diversity, Inclusion and Equity team.
9. Network with other career-technical schools to identify and implement effective strategies in equitable access to vocational admissions. Report findings.
10. Research and be familiar with state and national laws and regulations pertinent to equal opportunities, civil rights, and protected classes.
11. Conduct survey(s) soliciting input from stakeholders as to progress on programming effectiveness.

Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the

knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Bilingual skills needed, with a preferred concentration in Portuguese and Spanish translation.
2. Knowledge of diverse populations.
3. Experience working with middle school and high school aged students.
4. Available during off school hours including evenings and weekends.
5. Ability to speak to large groups and to communicate, both oral and written, to individuals with diverse backgrounds.
6. Must facilitate and model respectful, professional communication and teamwork, demonstrating a positive attitude.

Duration: 2022-2023 school year.

Compensation:

1. Stipend of \$8,000 with payment contingent upon completion of assigned responsibilities as approved by the Vocational Director. All work must be completed by June 30, 2022.
2. This is a non-benefit temporary position.
3. Payroll Time Sheet Invoices must be completed and submitted to the appropriate administrator(s) for approval prior to payment.

Duration: Appointment date through June 30, 2023.

Application:

1. Submit a resume or letter of intent to the Human Resource Office at Blackstone Valley Vocational Regional School District, 65 Pleasant Street, Upton, MA 01568-1499 by the end of the posting period.
2. All positions will be posted for a minimum of ten (10) business days.
3. Applicants are alerted that school systems are required to obtain all available criminal offender record information (CORI and SAFIS Background Check per 603 CMR 51.00) from the criminal history systems board (CHSB) of any current or prospective employee or volunteer of the school department.
4. It is the policy of the Blackstone Valley Vocational Regional School District not to discriminate on the basis of race, color, religion, national origin, sex, gender identity, sexual orientation, age, genetic information, ancestry, military status, disability, pregnancy or pregnancy related condition, or any other characteristic prohibited by state or federal law.

Dr. Michael F. Fitzpatrick
Superintendent-Director

N.B. Appointment to/Approval for this position and the indicated amount are contingent on actual approval by Mass. DESE and receipt of grant funds sufficient to support this position.

Appendix C
BVT Admission Webpage

English	https://www.valleytech.k12.ma.us/Page/38
Spanish	https://www.valleytech.k12.ma.us/Page/1672
Portuguese	https://www.valleytech.k12.ma.us/Page/1673

English:

Is BVT right for you?

Making the decision to attend a vocational-technical high school might just be one of the most important decisions of your life thus far. But how do you know whether BVT is right for you?

It's simple, really. Start by answering these questions:

- Do you love a good challenge?
- Do you learn best when your hands, mind, and heart work together?
- Are you open to new ideas, working collaboratively, and listening intently?
- Are you ready to expand your outlook and make meaningful connections within a unique community?
- Do you believe it's never too soon to begin planning your future?

If your answer to any of these questions is an enthusiastic "YES!" we'd love to hear from you. Take some time to browse through our View Book and read about our 18 exciting career vocational-technical programs and rigorous academic offerings. See how many extracurricular activities are available to help you develop your interests, fuel your passion, make new friends, and have fun!

Spanish:

¿Es BVT adecuado para usted?

Tomar la decisión de asistir a una escuela secundaria vocacional-técnica podría ser una de las decisiones más importantes de su vida hasta ahora. Pero, ¿cómo saber si BVT es adecuado para usted?

Es simple, de verdad. Comienza por responder a estas preguntas:

- ¿Te encanta un buen desafío?
- ¿Aprendes mejor cuando tus manos, mente y corazón trabajan juntos?
- ¿Estás abierto a nuevas ideas, trabajando en colaboración y escuchando atentamente?
- ¿Estás listo para expandir tu perspectiva y hacer conexiones significativas dentro de una comunidad única?
- ¿Crees que nunca es demasiado pronto para comenzar a planificar tu futuro?

Si su respuesta a cualquiera de estas preguntas es un entusiasta "¡Sí!" nos encantaría saber de usted. Tómese un tiempo para navegar a través de nuestro View Book y leer sobre nuestros 18 emocionantes programas vocacionales-técnicos de carrera y rigurosas ofertas académicas. Vea cuántas actividades extracurriculares están disponibles para ayudarlo a desarrollar sus intereses, alimentar su pasión, hacer nuevos amigos y divertirse!

Portuguese:

BVT é certo para você?

Tomar a decisão de cursar um ensino fundamental profissional-técnico pode ser uma das decisões mais importantes de sua vida até agora. Mas como você sabe se bvt é certo para você?

É simples, na verdade. Comece respondendo a essas perguntas:

- Você ama um bom desafio?

- Você aprende melhor quando suas mãos, mente e coração trabalham juntos?
 - Você está aberto a novas ideias, trabalhando de forma colaborativa e ouvindo atentamente?
 - Você está pronto para expandir sua perspectiva e fazer conexões significativas dentro de um comunidade única?
 - Você acredita que nunca é cedo demais para começar a planejar seu futuro?
- Se sua resposta a qualquer uma dessas perguntas é um entusiasmado "SIM!" adorariamos ouvir de você. Tire um tempo para navegar pelo nosso View Book e ler sobre nossos 18 programas profissional-técnicos de carreira emocionantes e ofertas acadêmicas rigorosas. Veja quantas atividades extracurriculares estão disponíveis para ajudá-lo a desenvolver seus interesses, alimentar sua paixão, fazer novos amigos e se divertir!

English:

How to Apply

Students with a passion for learning who reside in the 13-town of Blackstone Valley Vocational Regional School District and who will have completed Grade 8 prior to enrolling, may apply. This year we will be offering an online Freshman application. The [freshman online application](#) (opened October 1st) is the primary and preferred method for applying. However, if you need a paper copy, you may obtain one from your school guidance counselor or call our Admissions Office at 508-529-7758 x3020. **The deadline to apply for grade 9 is January 15th.**

Upperclassmen Application: Admissions for grades 10-12 are subject to the availability of openings. Upperclassmen, like 8th-grade students interested in applying for the 9th grade, please use the [upperclassman online application](#) or obtain an application from their local school Guidance Counselor, and proceed through the admissions process in the same way. **The deadline to apply for upperclassman is the first Friday in April.**

Admission Timeline

The following timeline should be kept in mind (*subject to change due to COVID-19*):

- **November:** Tentatively, campus tours are not available at this time. Opportunities to tour may arise over the winter months. The Open House is scheduled to be in-person. Decision will be made as the date approaches.
- **January 15th:** Application Deadline.
- **February:** Interviews are conducted virtually.
- **March (late):** Notification/acceptance letters mailed.
- **First Friday in April:** Upperclassman application deadline.
- **April 1, 2023:** [Placement testing](#) for accepted incoming freshman students.
- **April (late):** Deadline to accept for those who received an acceptance letter.
- **June/July:** Subject to availability of openings, applications for upperclassmen are reviewed. For complete details on what it takes to become a BVT Beaver, check out our [BVT Admissions Policy](#).

Spanish

Cómo aplicar

Los estudiantes con una pasión por el aprendizaje que residen en las 13 ciudades del Distrito Escolar Regional Vocacional de Blackstone Valley y que habrán completado el Grado 8 antes de inscribirse, pueden postularse. Este año ofreceremos una solicitud de primer año en línea. La solicitud en línea para estudiantes de primer año (abierta el 1 de octubre) es el método principal y preferido para solicitarla. Sin embargo, si necesita una copia impresa, puede obtener una de su consejero escolar o llamar a nuestra Oficina de Admisiones al 508-529-7758 x3020. **La fecha límite para solicitar el grado 9 es el 15 de enero.**

Solicitud de estudiantes de clase superior: Las admisiones para los grados 10-12 están sujetas a la disponibilidad de vacantes. Los estudiantes de clase superior, como los estudiantes de 8º grado interesados en solicitar el 9º grado, utilicen la solicitud en línea de clase superior u obtengan una solicitud de su Consejero de Orientación de la escuela local, y procedan a través del proceso de admisión de la misma manera. **La fecha límite para solicitar el estudiante de clase alta es el primer viernes de abril.**

Cronograma de admisión

Se debe tener en cuenta el siguiente cronograma (sujeto a cambios debido a COVID-19):

- **Noviembre:** Los recorridos por el campus no están disponibles en este momento. Una oportunidad para recorrer nuestra escuela puede surgir durante los meses de invierno. Nuestra Casa Abierta de Admisiones está programada para ser en persona. Sin embargo, una decisión final estará más cerca de ser un evento.
- **15 de enero:** fecha límite de solicitud.
- **Febrero:** Las entrevistas se realizan de manera virtual.
- **Marzo (tarde):** Cartas de notificación/aceptación enviadas por correo.
- **Primer viernes de abril:** fecha límite de solicitud de estudiantes de clase alta.
- **1 de abril de 2023:** Pruebas de nivel para estudiantes de primer año entrantes aceptados.
- **Abril (tarde):** Fecha límite para aceptar para aquellos que recibieron una carta de aceptación.
- **Junio/julio:** Sujeto a disponibilidad de vacantes, se revisan las solicitudes para estudiantes de clase alta. Para obtener detalles completos sobre lo que se necesita para convertirse en un BVT Beaver, consulte nuestra Política de admisiones de BVT.

Portuguese:

Como aplicar

Podem se candidatar estudantes com paixão por aprendizagem que residam na 13ª cidade do Distrito Escolar Regional Profissional de Blackstone Valley e que tenham concluído o 8º ano antes da matrícula. Este ano estaremos oferecendo um aplicativo online de calouros. O [o aplicativo online de calouros](#) (aberto em 1º de outubro) é o método primário e preferido para se candidatar. No entanto, se você precisar de uma cópia em papel, você pode obter uma de seu orientador escolar ou ligar para o nosso Escritório de Admissões em 508-529-7758 x3020. **O prazo para se candidatar ao 9º ano é 15 de janeiro.**

Aplicação de alunos de classe alta: As admissões para as séries 10-12 estão sujeitas à disponibilidade de vagas. Alunos da 8ª série interessados em se candidatar ao 9º ano, por favor, usem o [aplicativo on-line](#) de classe superior ou obter um pedido de seu

Orientador escolar local, e proceder através do processo de admissão da mesma forma. **O prazo para se candidatar à classe alta é a primeira sexta-feira de abril.**

Cronograma de Admissão

O cronograma a seguir deve ser mantido em mente (*sujeito a alterações devido ao COVID-19*):

- **Novembro:** Provisoriamente, os passeios no campus não estão disponíveis no momento. As oportunidades de passeio podem surgir durante os meses de inverno. A Casa Aberta está programada para ser presencial. A decisão será tomada à medida que a data se aproxima.
- **15 de janeiro:** Prazo de inscrição.
- **Fevereiro:** As entrevistas são realizadas virtualmente.
- **Março (atrasado):** Cartas de notificação/aceitação enviadas.
- **Primeira sexta-feira de abril:** Prazo de inscrição para o Upperclassman.
- **1 de abril de 2023:** [Teste de colocação](#) para alunos calouros aceitos.
- **Abril (atrasado):** Prazo para aceitar para quem recebeu uma carta de aceitação.
- **Junho/Julho:** Sujeito à disponibilidade de vagas, são revisados os pedidos para alunos de classe alta. Para detalhes completos sobre o que é preciso para se tornar um BVT Beaver, confira o nosso [Política de Admissões da BVT](#).

Para dúvidas, entre em contato com o Escritório de Admissão:

English

Online applications opened
Friday, October 1st
[Freshman application](#)
[Upperclassman application](#)

ADMISSION INFORMATION SESSIONS

Prospective students wishing to attend BVT in September of 2023 are invited along with their parents/guardians to join us at 6:00 p.m. for one following virtual admission information sessions:

Thursday, October 13th

Tuesday, October 18th

Tuesday, November 1st

[Register today](#) to save your space.

Admissions Open House

Join us for our Admissions Open House

Wednesday, November 16th

From 5:30 - 8:00 pm

This in-person event is subject to change
Check back as a final decision will
be made closer to the event.

Spanish

**Solicitudes en línea abiertas
1 de octubre de 2021:**

[Aplicación de primer año](#)
[Aplicación Upperclassman](#)

SESIONES DE INFORMACIÓN DE ADMISIÓN
Los futuros estudiantes que deseen asistir a BVT
en septiembre de 2023 están invitados junto
con sus padres / tutores a unirse a
nosotros a las 6:00 p.m. para una de las siguientes
sesiones virtuales de información de admisión:

Jueves, 13 de octubre

Martes, 18 de octubre

Martes, 1 de noviembre

Regístrese hoy para ahorrar su espacio.

Admisiones Casa Abierta

Únase a nosotros para nuestra Casa Abierta de Admisiones

Miércoles, 17 de noviembre

De 5:30 a 8:00 pm

Este evento en persona está sujeto a cambios.
Vuelva a consultar ya que se tomará una decisión
final más cerca del evento.

Portuguese

Inscrições online abertas

Sexta-feira, 1º de outubro

Aplicação de calouro

Aplicação de classe superior

SESSÕES DE ADMISSÃO

Os alunos em potencial que desejam participar da BVT
em setembro de 2023 são convidados,
juntamente com seus pais/responsáveis,
a se juntarem a nós às 18h.m. para uma seguinte
sessão de informações virtuais de admissão:

quinta-feira, 13 de outubro

quarta-feira, 19 de outubro

quarta-feira, 1 de novembro

[Registre-se hoje](#) para economizar seu espaço.

Entradas Casa Aberta

Junte-se a nós para a nossa Casa Aberta
de Admissões Quarta-feira, 16 de novembro
das 17:30 às 20:00

Este evento presencial está sujeito
a alterações Confira de volta como uma decisão
final será tomada mais perto do evento.

The graphic features the BVT logo at the top left, with 'Blackstone Valley Tech' underneath. The title 'Interview Anxiety' is centered in a large, bold font. Below the title are two paragraphs of introductory text. The main content consists of five numbered tips, each with a bolded title and a descriptive sentence. The graphic has a purple and black diagonal design element in the top right and bottom right corners, and a purple vertical bar on the left side.

BVT
Blackstone Valley Tech

Interview Anxiety

If you are nervous about the interview portion of your BVT application, you are not alone! Even adults tend to get anxious when they have to do an interview for college, a graduate program, a job, etc. It is a very normal, human reaction.

We know that this is the first time that the majority of you will be completing an interview and we expect that you may be nervous. We are mindful of that and promise we will do our best to help you feel comfortable. Below you will find some tips for helping you to feel as prepared, calm, and confident as possible.

- 1. Accept You May Feel Anxious:** When people accept that something makes them anxious, the anxiety tends to lose some of its power.
- 2. Dress For Success:** Looking professional is part of the interview process. For our purposes, we want you to dress in something considered school appropriate according to your school dress code just like on any other school day. Choose something that makes you feel comfortable, confident, and most importantly like yourself.
- 3. Eat Well:** Hunger can make it more difficult to think clearly and manage your emotions. You'll feel better in your interview, if you keep it in check!
- 4. Practice:** People tend to feel more comfortable answering interview questions when they've had some practice. It can also be helpful to think back to your practice answers if you do get nervous during the real interview. Ask your family, friends, school counselor, etc. to play the interviewer for you. We have some practice questions attached for you to review!
- 5. Brainstorm:** You may feel more confident if you make a list of things you would like to mention during the interview and review it prior to stepping into the interview room. You can also think back to your list during the interview, if you do get nervous or are unsure of what to say.



Blackstone Valley Tech

6. **Be Yourself:** The interview is all about telling us who you are and luckily anxiety tends to fade when you are talking about things that matter to you. Don't be afraid to put yourself out there. We are not looking for one kind of student. We are looking for students of all kinds.

7. **Cleansing Breaths:** Take a few cleansing breaths while you are waiting to go into the interview room or even during the interview itself, if you start to feel anxious. It may help you to feel more at ease. Where do you feel the breath the most? The inhale or exhale? In your nose, chest, belly? Focus on that strong sensation as you breathe in and out.

8. **Worry Stone:** Some people have an easier time focusing on the here and now if they something to physical to hold onto and manipulate. If this sounds like you, you may want to keep a worry stone or something similar in your pocket that you can access if you feel nervous before or during the interview.

9. **Accommodations:** If you normally get classroom accommodations that might help you in the interview, let us know! Just like you shouldn't lose points on quizzes or tests for accessing your accommodations in your classes, we do not deduct points on the interview for giving students what they need to be successful. Not asking for those things could put unneeded stress on you. We want to help you do your best!

It is okay if you find yourself feeling
anxious during your interview.
Most people do. It's completely normal.
We understand and we will get through
it together!





Blackstone Valley Tech

Sample Interview Questions

Here are some of the questions you may be asked during the interview. Be yourself and share personal examples throughout; we want to get to know you and what you would contribute to the BVT community.

1. Why do you want to attend a vocational school?
2. What interests you most about a vocational school? About BVT specifically?
3. What do you think your teacher(s) would say about you if asked?
4. What do you think you must improve upon to be ready to do well in a vocational school?
5. What do you think you already have that will help you do well in a vocational school?
6. Tell me one thing about yourself that would support your application to BVT?
7. What vocational program interests you the most? Why?
8. What would you like to have as a career? Do you have plans for after high school?
9. What are your strengths? Weaknesses?
10. What subjects do you most enjoy and like least and why?
11. How do you like to spend your free time?
12. If I asked your friends to describe you, what would they say?
13. What is your biggest challenge?
14. What would you like to accomplish academically during high school? ~~Extracurricularly?~~
Technically?
15. What/who helped you decide to apply to BVT?



Ansiedad de entrevista

Si está nervioso por la parte de la entrevista de su solicitud de BVT, está solo! Incluso los adultos tienden a ponerse ansiosos cuando tienen que hacer una entrevista para la universidad, un programa de posgrado, un trabajo, etc. Es una reacción humana muy normal.

Sabemos que esta es la primera vez que la mayoría de ustedes completarán una entrevista y esperamos que estén nerviosos. Somos conscientes de ello y prometemos que haremos todo lo posible para ayudarlos a sentirse cómodos. A continuación, encontrará algunos consejos que le ayudarán a sentirse lo más preparado, tranquilo y seguro posible.

1. Acepte que puede sentirse ansioso: cuando las personas aceptan que algo las pone ansiosas, la ansiedad tiende a perder algo de su poder.
2. Vístete para el éxito: lucir profesional es parte del proceso de la entrevista. Para nuestros propósitos, queremos que se vista con algo que se considere apropiado para la escuela de acuerdo con el código de vestimenta de su escuela, como en cualquier otro día escolar. Elija algo que lo haga sentir cómodo, seguro y, lo más importante, que se parezca a usted mismo.
3. Come bien: el hambre puede hacer que sea más difícil pensar con claridad y controlar tus emociones. usted ¡Se sentirá mejor en su entrevista, si la mantiene bajo control!
4. Práctica: las personas tienden a sentirse más cómodas respondiendo las preguntas de la entrevista cuando 'he tenido algo de práctica. También puede ser útil recordar sus respuestas de práctica si se pone nervioso durante la entrevista real. Pídale a su familia, amigos, consejero escolar, etc. que haga de entrevistador por usted. ¡Tenemos algunas preguntas de práctica adjuntas para que las revise!
5. Lluvia de ideas: puede sentirse más seguro si hace una lista de las cosas que le gustaría mencionar durante la entrevista y la revisa antes de entrar a la sala de entrevistas. También puede recordar su lista durante la entrevista, si se pone nervioso o no está seguro de qué decir.

6. Sé tú mismo: la entrevista se trata de decirnos quién eres y, afortunadamente, la ansiedad tiende a desvanecerse cuando hablas de cosas que te importan. ~~Dono~~ No tenga miedo de exponerse. No buscamos un solo tipo de estudiante. ~~Buscamos~~ Buscamos estudiantes de todo tipo.

7. Respiraciones limpiadoras: Tome algunas respiraciones limpiadoras mientras espera para ir a la sala de entrevistas o incluso durante la entrevista en sí, si comienza a sentirse ansioso. Puede ayudarlo a sentirse más a gusto. ¿Dónde sientes más la respiración? ¿Inhalar o exhalar? ¿En tu nariz, pecho, barriga? Concéntrate en esa fuerte sensación mientras inhala y exhala.

8. Worry Stone: a algunas personas les resulta más fácil concentrarse en el aquí y ahora si tienen algo físico a lo que agarrarse y manipular. Si esto le suena familiar, es posible que desee tener una piedra de preocupación o algo similar en su bolsillo al que pueda acceder si se siente nervioso antes o durante la entrevista.

9. Adaptaciones: Si normalmente obtiene adaptaciones en el aula que podrían ayudarlo en la entrevista, ¡háganoslo saber! Como no ~~deberías~~ Para perder puntos en cuestionarios o exámenes por acceder a sus adaptaciones en sus clases, no deducimos puntos en la entrevista por darles a los estudiantes lo que necesitan para tener éxito. No pedir esas cosas podría generarle estrés innecesario. ¡Queremos ayudarte a hacer tu mejor esfuerzo!

Está bien si se siente ansioso
durante la entrevista.

La mayoría de la gente lo hace. Es
completamente ~~normal~~ normal. ¡Lo
entendemos y lo superaremos
juntos!





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Ejemplos de preguntas de la entrevista

Estas son algunas de las preguntas que le pueden hacer durante la entrevista. Sea usted mismo y comparta ejemplos personales a lo largo. Queremos conocerle y saber qué aportarías a la comunidad de BVT.

1. ¿Por qué quiere asistir a una escuela vocacional?
2. ¿Qué es lo que más le interesa de una escuela de formación profesional? ¿Sobre BVT específicamente?
3. ¿Que piensas tu maestro diría sobre usted si se le preguntara?
4. ¿Qué crees que debes mejorar para estar listo para desempeñarte bien en una escuela de formación profesional?
5. ¿Qué crees que ya tienes que te ayudará a tener un buen desempeño en una escuela vocacional?
6. Cuénteme una cosa sobre usted que respalde su solicitud a BVT.
7. ¿Qué programa vocacional te interesa más? ¿Por qué?
8. ¿Qué te gustaría tener como carrera? ¿Tienes planes para después de la secundaria?
9. ¿Cuáles son sus puntos fuertes? Debilidades?
10. ¿Qué temas disfrutas más y te gustan menos y por qué?
11. ¿Cómo le gusta pasar su tiempo libre?
12. Si les pidiera a tus amigos que te describieran, ¿qué dirían?
13. ¿Cuál es tu mayor desafío?
14. ¿Qué le gustaría lograr académicamente durante la escuela secundaria? ¿Extracurricularmente? ¿Técnicamente?
15. Qué/ ¿Quién te ayudó a decidir postularte a BVT?



Entrevista de ansiedade

Se você está nervoso com a parte da entrevista de sua inscrição no BVT, você está sozinho! Mesmo os adultos tendem a ficar ansiosos quando têm que fazer uma entrevista para a faculdade, um programa de pós-graduação, um emprego, etc. É uma reação humana muito normal.

Sabemos que esta é a primeira vez que a maioria de vocês completará uma entrevista e esperamos que vocês fiquem nervosos. Estamos cientes disso e prometemos que faremos o nosso melhor para ajudá-lo a se sentir confortável. Abaixo você encontrará algumas dicas para ajudá-lo a se sentir mais preparado, calmo e confiante possível.

1. Aceite que você pode se sentir ansioso: quando as pessoas aceitam que algo as deixa ansiosas, a ansiedade tende a perder parte de seu poder.
2. Vestido para o sucesso: Parecer profissional faz parte do processo de entrevista. Para nossos propósitos, queremos que você se vista de acordo com o código de vestimenta da escola, como em qualquer outro dia de aula. Escolha algo que o faça se sentir confortável, confiante e, o mais importante, como você mesmo.
3. Alimente-se bem: a fome pode tornar mais difícil pensar com clareza e controlar suas emoções. Você vai se sentir melhor na sua entrevista, se você controlá-la!
4. Prática: as pessoas tendem a se sentir mais confortáveis respondendo às perguntas da entrevista quando têm alguma prática. Também pode ser útil relembrar suas respostas práticas se você ficar nervoso durante a entrevista real. Peça à sua família, amigos, conselheiro escolar, etc. para fazer o papel de entrevistador para você. Temos algumas questões práticas anexadas para você revisar!
5. Brainstorm: Você pode se sentir mais confiante se fizer uma lista de coisas que gostaria de mencionar durante a entrevista e revê-la antes de entrar na sala de entrevista. Você também pode pensar em sua lista durante a entrevista, se ficar nervoso ou não tiver certeza do que dizer.



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6. **Be Yourself** O objetivo da entrevista é nos dizer quem você é e, felizmente, a ansiedade tende a diminuir quando você está falando sobre coisas que são importantes para você. Não tenha medo de se expor. Não estamos procurando um tipo de aluno. Procuramos alunos de todos os tipos.

7. **Respirações de limpeza:** Faça algumas respirações de limpeza enquanto espera para ir para a sala de entrevista ou mesmo durante a entrevista em si, se você começar a se sentir ansioso. Isso pode ajudá-lo a se sentir mais à vontade. Onde você sente mais a respiração? A inspiração ou expiração? Em seu nariz, peito, barriga? Concentre-se nessa sensação forte ao inspirar e expirar.

8. **Pedra da Preocupação:** Algumas pessoas têm mais facilidade para se concentrar no aqui e agora, se tiverem algo físico para se agarrar e manipular. Se isso soa como você, você pode querer manter uma pedra da preocupação ou algo semelhante no bolso, que você pode acessar se sentir-se nervoso antes ou durante a entrevista.

9. **Acomodações:** Se você normalmente consegue acomodações em sala de aula que possam ajudá-lo na entrevista, avise-nos! Assim como você deveria para perder pontos em questionários ou testes de acesso às suas acomodações nas aulas, não deduzimos pontos na entrevista por dar aos alunos o que eles precisam para ter sucesso. Não pedir essas coisas pode colocar um estresse desnecessário em você. Queremos ajudá-lo a fazer o seu melhor!

Não há problema em se sentir ansioso durante a entrevista. A maioria das pessoas sim. É completamente normal. Nós entendemos e vamos superar isso juntos!





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Exemplos de perguntas para entrevista

Aqui estão algumas das perguntas que podem ser feitas durante a entrevista. Seja você mesmo e compartilhe exemplos pessoais ao longo; queremos conhecê-lo e sua contribuição para a comunidade BVT.

1. Por que você quer frequentar uma escola profissionalizante?
2. O que mais lhe interessa em uma escola profissionalizante? Sobre o BVT especificamente?
3. O que você acha do seu professor(s) diria sobre você se perguntado?
4. O que você acha que deve melhorar para estar pronto para se sair bem em uma escola profissionalizante?
5. O que você acha que já tem que o ajudará a se sair bem em uma escola profissionalizante?
6. Diga-me algo sobre você que apoiaria sua inscrição no BVT.
7. Qual programa vocacional mais lhe interessa? Porque?
8. O que você gostaria de ter como carreira? Você tem planos para depois do ensino médio?
9. Quais são os seus pontos fortes? Fraquezas?
10. De quais assuntos você mais gosta e menos gosta e por quê?
11. Como você gosta de passar seu tempo livre?
12. Se eu pedisse a seus amigos para descrevê-lo, o que eles diriam?
13. Qual é o seu maior desafio?
14. O que você gostaria de realizar academicamente durante o ensino médio? Extracurricularmente? Tecnicamente?
15. O que/quem o ajudou a decidir se inscrever no BVT?

Appendix E
Interview Accommodations for Students with Disabilities



Blackstone Valley Tech Application Interviews

Applicant Name _____

Sending School _____

Date _____

Completed by BVT Staff _____

Accommodations

- _____ Allow for extended time to answer the question(s)
- _____ Candidate may ask for addition clarification of the question(s)
- _____ Read question(s) as many times as needed
- _____ Break the question(s) into multiple parts
- _____ Additional prompts are allowable (without providing the answer for them)
- _____ Define words within the question(s) if requested (ie: Program = shop or trade area)
- _____ Use graphic organizers for question(s) (attached)
- _____ Use translation cards for interview question(s)
- _____ Provide the list of shops for first question

Special Considerations

- _____ Candidate may not want to shake your hand
- _____ Candidate may not make eye contact
- _____ Candidate may require distance/space from the interviewer
- _____ Candidate has requested someone familiar in the room during the interview
- _____ Candidate has requested someone familiar ask the questions, interviewer just takes notes
- _____ Candidate may choose to stand/move during the interview

Notes

Graphic Organizer Packet

Enclosed please find Graphic Organizers for students requiring specific accommodations.

However, feel free to use these if you in your professional experience feel like the student is struggling due to a possible disability of which we were not made aware.

Thank you!

Use for Questions 1, 2, 3 & 4