



# ESSEX NORTH SHORE

## AGRICULTURAL & TECHNICAL SCHOOL

To request information, including an application for admission or the ENSATS Admission Policy, in a language other than English, click on any of the following prompts or email [translation@essextech.net](mailto:translation@essextech.net).

[Para solicitar informaciones en un idioma diferente de inglés](mailto:translation@essextech.net), correo electrónico [translation@essextech.net](mailto:translation@essextech.net)

[Para solicitar informações em um idioma diferente do inglês](mailto:translation@essextech.net), correio eletrônico [translation@essextech.net](mailto:translation@essextech.net)

[Pour demander des informations dans une langue autre que l'anglais](mailto:translation@essextech.net), courriel [translation@essextech.net](mailto:translation@essextech.net)

[Pou mande enfòmasyon nan yon lang ki pa angle](mailto:translation@essextech.net), imèl [translation@essextech.net](mailto:translation@essextech.net)

[اطلب المعلومات بلغة غير الإنجليزية](mailto:translation@essextech.net)

## I. Introduction

Essex North Shore Agricultural & Technical School (hereafter “ENSATS”) is a four-year, public career technical and agricultural high school. ENSATS is committed to training our future workforce by providing students with a rigorous, career technical, agricultural, and academic program of studies that will prepare them for success in a competitive employment market on the North Shore or beyond upon graduation.

An admission process is necessary in career technical and agricultural schools where capacity or seats are a limiting factor. Agricultural and technical laboratories 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 potential needs and/or interests of all applicants. Consistent with MGL 603 CMR 4.00 and guidelines issued by the Massachusetts Department of Elementary & Secondary Education (DESE hereafter), when ENSATS receives more applications than available seats, students shall be accepted for admission by lottery.

The ENSATS’ School Committee approves ENSATS’ Admissions Policy annually. ENSATS' admission policy is also on file with DESE.

## II. Equal Education Opportunity

ENSATS admits students and makes available to them its programs, privileges, and courses of study without regard to race, color, sex, gender identity, religion, national origin, immigration or citizenship status, sexual orientation, or disability.

ENSATS prohibits sex discrimination in any education program or activity that it operates. Individuals may report concerns or questions to an ENSATS Title IX Coordinator. The notice of nondiscrimination is located at [www.EssexNorthShore.org](http://www.EssexNorthShore.org).

If a student’s home or primary language is not English, ENSATS will provide them with an application form in their home language. Please contact our Admissions Office at 978-304-4705, [admissions@essextech.net](mailto:admissions@essextech.net), or [translation@essextech.net](mailto:translation@essextech.net) if you have questions or need help completing

the application.

ENSATS is committed to providing educational opportunities to students experiencing homelessness. Please contact ENSATS' McKinney-Vento (homeless) liaison, the Director of School Counseling, at 978-304-470 x3110 or [sgoldstein@essextech.net](mailto:sgoldstein@essextech.net) with any questions.

Students with disabilities may voluntarily identify themselves to ENSATS to request reasonable accommodations during the application and admission process. Neither a student's disability nor their home or primary language will have any effect on their admission to ENSATS. Consistent with Massachusetts regulations, ENSATS has created a plan with "deliberate, specific strategies to promote equal educational opportunities."

ENSATS is committed to ensuring that prospective students and their parents/guardians have timely, accurate, and equitable access to information about our career technical and agricultural education programs.

To support this commitment, ENSATS will:

- Provide opportunities such as our open house and information sessions for prospective students and families to learn about our programs, services, activities, and campus resources.
- Conduct middle school outreach activities to broaden awareness and engagement.
- Maintain a communications plan that ensures families and community residents have access to up-to-date information through multiple media platforms.
- Make communications available in multiple languages, upon request, in compliance with state and federal language access requirements.
- Ensure that campus- and community-based information sessions are supported by staff and services that provide students and families whose home or primary language is not English with meaningful access to information in their primary language.

This approach reflects ENSATS's ongoing commitment to providing all families with inclusive, equitable, and accessible information about the opportunities available to students.

### **III. Organizational Structure**

ENSATS convenes a district Admissions Subcommittee. The sub-committee is chaired by members of ENSATS' School Committee and also includes, but may not be limited to, members of ENSATS' Administration, Admissions team, and School Counseling department, the Special Education department, Multilingual Learner department, and the District's Career Technical, Agricultural, and Academic departments.

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

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## IV. Eligibility

### **Resident**

Any current grade 8, 9, or 10 student who is a resident of one of of ENSATS member communities (Beverly, Boxford, Danvers, Essex, Gloucester, Hamilton, Lynnfield, Manchester-by-the-Sea, Marblehead, Middleton, Nahant, Peabody, Rockport, Salem, Swampscott, Topsfield, and Wenham) and 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 ENSATS.

ENSATS reserves the right to revoke final acceptance should an applicant not earn promotion to the next grade and/or should ENSATS become aware of discrepancies in an applicant's residency. Promotion is defined as successfully passing the four (4) core content subject classes in the current grade

### **Non-Resident Applications to ENSATS' Specialized Agricultural & Natural Resources Programs**

Any current grade 8, 9, or 10 student who is a resident of the Commonwealth of Massachusetts and resides outside the ENSATS' 17 resident districts may apply directly to ENSATS for admission to the District's specialized agricultural and natural resources programs. Students seeking admission to the ENSATS' specialized agricultural and natural resources programs are not required to file a Chapter 74 Career Technical Nonresident Student Tuition Application with their district of residence. See: [Specialized Agricultural and Natural Resources Programs Nonresident Student Enrollment Advisory](#).

Non-resident students seeking admission to ENSATS' Specialized Agricultural & Natural Resources Programs may only be admitted to ENSATS if they have been promoted to the grade they are seeking to enter. Promotion is defined as successfully passing the four (4) core content subject classes in the current grade. ENSATS reserves the right to revoke final acceptance should an applicant not earn promotion to the next grade and/or should ENSATS become aware of discrepancies in an applicant's residency.

### **Non-Resident Applications to Programs other than ENSATS's Specialized Agricultural & Natural Resources Programs**

Students who reside in cities and towns that do not maintain a ninth-grade state-designated exploratory program and are not applying to ENSATS for one of ENSATS' specialized agricultural and technical

school programs may apply for admission to a school in another city, town, or district offering a state-designated exploratory program. Ninth-grade students who reside in cities and towns that offer a state-designated exploratory program shall attend the exploratory program provided by the district of residence.

Non-resident students who are not applying to ENSATS' specialized agricultural and natural resources programs shall submit an application for admission to the receiving school no later than March 15 of the preceding school year and shall be subject to the admissions criteria of the receiving school. A non-resident student who is not applying to ENSATS' specialized agricultural and natural resources programs must submit the Chapter 74 Career Technical Education Program Non-Resident Student Tuition Application to the district of residence no later than April 1 of the preceding school year.

If the receiving school has a waitlist, resident students will be admitted via lottery before non-resident students may be admitted via lottery. If a student moves to a non-resident district after April 1, the student shall submit a new Chapter 74 Career Technical Education Program Non-resident Student Tuition Application to their district of residence as soon as practicable. Upon receipt of the application, the superintendent in the district of residence must either approve or disapprove the application and submit it to the receiving school and the non-resident student's parent/guardian within 10 school days of receipt. If the application is disapproved, the reason for disapproval must be clearly stated. The non-resident student's parent or guardian may request that DESE review the disapproval.

### **McKinney Vento (Homeless) Applicants**

Students who are homeless will be accepted to ENSATS according to the selection criteria contained in this Admission Policy. For assistance, contact ENSATS' District Homeless Liaison, Sandra Goldstein, MSW, Director of School Counseling & Admissions, at (978) 304-4700 x3110 or [sgoldstein@essextech.net](mailto:sgoldstein@essextech.net).

### **Home-Schooled Applicants**

Students who are homeschooled may apply to attend ENSATS full-time and will be subject to the same admissions standards as other applicants. Students who enroll in ENSATS must enroll full-time.

### **Transportation**

ENSATS is required to provide transportation to the cities and towns within a twenty-mile radius of the school. Only students within this twenty-mile radius are eligible for ENSATS' transportation services. Students who reside in cities and towns located outside the 20-mile transportation radius are eligible to apply to ENSATS based on the criteria in this Admissions Policy; however, these students are not eligible for transportation services through their sending district, consistent with M.G.L. c. 74 s. 8A (please see the [Guidelines for Career Technical Education Program Nonresident Student Tuition Process Pursuant to M.G.L. C. 74](#)).

## **V. Recruitment & Communication Process**

ENSATS maintains a calendar of events on its website, [EssexNorthShore.org](http://EssexNorthShore.org), where it provides information on the admissions process, as well as other information about its programs. Students and their families can request hard copies of the calendar by calling or emailing the Admissions Office at (978) 304-4705 or [admissions@essextech.net](mailto:admissions@essextech.net).

ENSATS disseminates information about the school through a variety of methods. For more information, see: [ENSATS Recruitment & Communication Plan](#)

### **Application Process for Fall Grade 9 Admission**

Applications for grade 9 Fall Admissions will be available no later than November 1 of the applicant's grade 8 school year and must be submitted by the prospective student and their parent/guardian on or before January 10. Students interested in applying to ENSATS for fall admission to grade 9 may apply

- Online/electronically at [EssexNorthShore.com/admissions](http://EssexNorthShore.com/admissions) or
- Request a paper application for admissions from [admissions@essextech.net](mailto:admissions@essextech.net) or by calling 978-304-4705.
- Obtain an electronic or paper "Application for Admission" from their middle school.

### **Application Process for Grade 10 or Grade 11 Fall Transfer Admission**

Applications for grade 10 or grade 11 Fall Admissions will be available no later than November 1 of the applicant's school year and must be submitted by the prospective student and their parent/guardian on or before March 1.

Students interested in applying to ENSATS for fall admission to grade 10 or grade 11 may apply

- Online/electronically at [EssexNorthShore.com/admissions](http://EssexNorthShore.com/admissions) or
- Request a paper application for admissions from [admissions@essextech.net](mailto:admissions@essextech.net) or by calling 978-304-4705.
- Obtain an electronic or paper "Application for Admission" from their middle school.

### **Application Process for CH 74 Career Technical School Transfer Students**

Current grade 10, 11, or 12 students already participating in Chapter 74 programs at another public Massachusetts Career Technical or Agricultural high school may apply for admission to ENSATS and will be subject to the same admissions standards as other applicants. Chapter 74 transfer applicants are encouraged to contact the Admissions Office at (978) 304-4705 or [admissions@essextech.net](mailto:admissions@essextech.net) with any questions or to request an application.

### **Incomplete Applications**

If incomplete applications are received, the following procedures will be followed:

- The applicant's parent(s)/guardian(s) will be notified by the ENSATS Admissions Office in the event an application appears to be incomplete.
- If, after notifying the parent(s)/guardian(s), the application remains incomplete for 10 school days, the application may be voided.

### **Late Applications**

Applications received after the deadline will be drawn from a lottery if additional seats become available in accordance with ENSATS's admissions policy.

### **Withdrawn Students**

Students who withdraw from ENSATS and who are attending or not attending another high school may reapply to ENSATS following the procedures contained in this Admission Policy.

### **Translation & Interpretation Application Assistance**

If a student's home or primary language is not English, ENSATS will provide an application in the student's home language. Applicants and their families can contact ENSATS' Admissions Office at

978-304-4705 or [admissions@essextech.net](mailto:admissions@essextech.net) or [translation@essextech.net](mailto:translation@essextech.net) with questions or to access assistance with completing the application.

## **VI. Selection Process**

### **Electronic Random-Number Generated Lottery**

Where there are more applicants than available seats, applicants received by the published deadline will be entered into an electronic, random number-generated lottery. The ENSATS Admissions Lottery shall be conducted in a public place and with reasonable public notice given (at least one week before the lottery). Applicants' privacy during any public sessions will be maintained consistent with FERPA.

### **Resident Community Seat Allocation**

Beginning with the School Year 2025–2026 admissions cycle for students entering in Fall 2026, ENSATS will implement a Resident Community Seat Allocation procedure. Under this procedure, the ENSATS District School Committee will establish a local agreement governing the distribution of available seats. Acceptance offers will be made through an electronic, random number–generated lottery system, adhering to the locally established member district seat allocation agreement. This ensures compliance with state legislation while maintaining equitable access for all district communities.

### **Admissions Notifications**

#### **Grade 9 Admissions Notifications**

Parents/guardians of grade 9 applicants who applied by the admissions deadline and these applicants' sending School Counselor (or the sending school's designee) are notified of their child's/student's initial admissions status following notification of the public lottery session and no later than mid-April.

Grade 9 applicants' initial offers of acceptance are considered conditional pending ENSATS's receipt and review of students' current school year final grade report or transcript, and receipt of verified student residency aligned to the residency as noted on the student's application. Conditionally accepted students may only be enrolled in ENSATS if they have been promoted to the grade they are seeking to enter. Promotion is defined as successfully passing the four (4) core content subject classes in the current grade. ENSATS reserves the right to revoke final acceptance should an applicant not earn promotion to the next grade and/or should ENSATS become aware of discrepancies in an applicant's residency.

Parents/guardians must notify ENSATS of their decision to accept or decline the offer of admission within ten (10) calendar days from the date of the admissions offer. If no response is received after ten (10) days, ENSATS will assume the offer has been declined and will proceed to offer that student's space to an applicant from the waiting list.

#### **Grade 10-11 Transfer Eligibility and CTAE Program Consideration**

Transfer admission is first dependent on space available in the grade, as well as career technical and agricultural program availability for said grade.

Where there are more applicants than available seats in career technical and agricultural programs, transfer applicants who applied by the admissions deadline will be entered into an electronic, random number-generated lottery. The ENSATS Transfer Applicant Admissions Lottery shall be conducted in a public place and with reasonable public notice given (at least one week prior to the lottery). Applicants' privacy during any public sessions will be maintained consistent with FERPA.

Applicants seeking admission to grades 10 or 11 will be notified of their admission status by the first Friday in August before the start of the next school year. Parents/guardians must notify ENSATS of their decision to accept or decline the offer of admission within ten (10) calendar days from the date of the grade 10 or grade 11 admissions offer. If no response is received after ten (10) days, ENSATS will assume the offer has been declined and will proceed to offer that student's space to another applicant from the waiting list.

Applicants' initial offers of acceptance to grades 10 or 11 are considered conditional pending ENSATS's receipt and review of students' current school year final grade report or transcript, and receipt of verified student residency aligned to the residency as noted on the student's application. Conditionally accepted students may only be enrolled in ENSATS if they have been promoted to the grade they are seeking to enter. Promotion is defined as successfully passing the four (4) core content subject classes in the current grade. ENSATS reserves the right to revoke final acceptance should an applicant not earn promotion to the next grade and/or should ENSATS become aware of discrepancies in an applicant's residency.

## **VII. Enrollment**

Applicants' initial offers of acceptance are considered conditional pending ENSATS's receipt and review of students' current school year final grade report or transcript, and receipt of verified student residency aligned to the residency as noted on the student's application. Conditionally accepted students may only be enrolled in ENSATS if they have been promoted to the grade they are seeking to enter. Promotion is defined as successfully passing the four (4) core content subject classes in the current grade. ENSATS reserves the right to revoke final acceptance should an applicant not earn promotion to the next grade and/or should ENSATS become aware of discrepancies in an applicant's residency.

## **VIII. Freshman Exploratory and Technical Selection**

Because ENSATS offers five (5) or more Chapter 74 state-approved programs, ENSATS provides an exploratory program for grade 9 students, which is based on the applicable Career Technical Education and Massachusetts Curriculum Frameworks.

All grade 9 students enrolled at ENSATS shall participate in a career technical and agricultural Career Discovery & Exploratory Program during approximately the first half of grade 9. This program is designed to introduce each student to several career pathways, including non-traditional careers, while helping them discover their talents and interests. At the beginning of grade 9, all students participate in a brief Career Discovery Program where they visit all career technical and agricultural programs. Students then identify and rank order programs of preference to complete their Exploratory Program schedule. During the Exploratory experience, career technical and agricultural instructors evaluate each student based upon a common rubric/scoring guide, including the following:

- 40% Weekly Assessment in Workmanship/Production, Safety, Career Awareness, and Professionalism/Employability
- 20% Performance-Based Assessment
- 20% Written Assessment
- 20% Reflection/Journal Entry

Based on the above criteria, students may receive a maximum total of 100 points over each Exploratory cycle. Exploratory scores are then tabulated, organized, and reported to each individual student and their parent/guardian.

Students who have been admitted to ENSATS will need to apply to a specific program of study (also known as a “major” or “career area”) following completion of the Exploratory Program. At the conclusion of the Exploratory Program, each student ranks and orders their preferences from all of the explored career technical and/or agricultural programs for which a passing grade has been earned. Parent/Guardian approval of these preferences is required.

A formula is then utilized to assign an Exploratory Grade Point Average (hereafter “GPA”) to each preference identified by the student and parent/guardian. The Exploratory GPA score is tabulated based on the following formula:

- 40% Exploratory Average: The average of grades attained in all career programs completed during the Exploratory Program.
- 30% The grade obtained in the student’s first-choice career program (based on programs completed during the Exploratory Program).
- 20% The grade obtained in the student’s second-choice career program (based on programs completed during the Exploratory Program.)
- 10% The grade obtained in the student’s third-choice career program (based on programs completed during the Exploratory Program).

Students are admitted into the final career technical or agricultural program following a review of their stated preferences and their Exploratory GPA for all completed Exploratory courses, and by members of the Admissions Committee. Students will be ranked for each of their requested career technical or agricultural preferences based on their Exploratory GPA score. Priority is provided to first-choice students. As such, no student with a higher rank can “bump” a student with a lower rank, provided the students have selected different career areas as their first choice.

For example, a student with an Exploratory GPA score of 97% who selected Sustainable Horticulture as a second choice can not bump a student with an Exploratory GPA score of 85% who selected Sustainable Horticulture as a first choice.

Should a career technical or agricultural program meet capacity with all first-choice student requests, students will be placed as follows:

- Students will be placed in a second-choice career technical or agricultural program, by rank order, provided there is space available.
- Students not able to access a second-choice career technical or agricultural program will be placed into a third-choice career area, by rank order, provided there is space available.
- Students not placed in one of their top three career technical or agricultural programs will meet with a School Counselor, Career Technical Education Coordinator, or designee. A The School Counselor, Career Technical Education Coordinator, or designee will review career technical or agricultural programs with remaining seats. A review of the students’ Exploratory schedules and performance will be conducted, as well as students’ career exploration and learning assessments. Parent/guardian consultation will follow. Students may then be considered for placement into career technical or agricultural programs with the remaining space.

Waitlists will be created for each career technical and agricultural program where requests for placement exceed capacity. Program waitlists are created when students are placed in a career technical or

agricultural program other than their first preference, yet would like to be in a different career technical program. Waitlisted students are notified if an opening occurs in their desired preference.

If a student did not receive any of their choices and wishes to explore additional career technical or agricultural programs, they may do so for up to two additional cycles, provided there is space available in the desired program(s).

If the student applies to a program and is denied or waitlisted, the student may appeal their placement status to the Superintendent-Director.

After placement, students continue in the career technical or agricultural program in which they were placed for the remainder of their school tenure unless they request a transfer. Students who wish to transfer from one career technical or agricultural program to another may apply for transfer through their School Counselor by completing a “Request for Career Program Transfer” form. Transfer requests will be considered subject to the availability of openings in the requested program(s).

Students who enroll in ENSATS after grade 9 will be accepted into a specific career technical or agricultural program upon admission. If, after enrollment, the student desires a career technical or agricultural program change, the student may apply for transfer through their School Counselor by completing a “Request for Career Program Transfer” form. Transfer requests will be reviewed by relevant ENSATS Admissions team members (e.g., CTAE Directors, Admissions Director). All transfer requests are subject to availability in the requested program(s).

## **IX. Appeals**

### **Admission to ENSATS:**

There is **NO** appeal process for admission to ENSATS and the Electronic Random-Number Generated Lottery process.

### **CTAE Program Placement:**

If ENSATS places a student applicant on a waitlist for a specific CTAE program, the applicant or their parent/guardian may request that the Superintendent or their designee review that decision within 30 calendar days. These requests must be received within fourteen days of notification of placement.

The District will respond to these requests for review in writing and indicate whether the decision to waitlist the student’s CTAE Program placement will stand or be overturned. The Superintendent-Director’s decision is final and will be communicated to the parent(s)/guardian(s) within thirty (30) school days of receipt of the written request for appeal.

## **X. Retention Strategies**

At ENSATS, we are committed to increasing student retention through a comprehensive, tiered system of support that promotes equitable access to high-quality learning for all students. Our District Curriculum Accommodation Plan (DCAP) provides a framework to ensure that instructional practices, accommodations, and interventions are responsive to diverse learning needs. In addition, extended school day and credit recovery opportunities offer targeted academic support, remediation, and acceleration aligned to student progress data.

From the point of admission through enrollment, our staff—including the district’s Data and Assessment

Specialist and Student Support Team—collaboratively identify and proactively plan for students who may be at risk. This process ensures barriers to success are addressed early by aligning programmatic and individualized supports to student needs. By fostering an inclusive, supportive learning environment where students and educators are engaged and valued, Essex Tech promotes persistence and empowers all students to graduate prepared for postsecondary and career success.

## **XI. Maintenance of Records**

ENSATS maintains records of all students who apply, enroll, or are waitlisted to facilitate analysis of its admissions system and compliance with applicable laws and regulations. ENSATS provides this information to the Massachusetts Department of Elementary and Secondary Education upon request. This will include documentation explaining what admission requirements were used to admit or waitlist a student.

ENSATSD Admissions Subcommittee Approved: September 25, 2025

ENASTSD Policy Subcommittee Approved: October 9, 2025

ENSATSD School Committee Approved: October 9, 2025

MA Department of Elementary and Secondary Education Submission Date: October 10, 2025