
VAF/Opt-In Guidance for Public Comment

Step 1: Complete an initial application for a Value-Added Flexibility or Opt-In Notice of Adoption

Step 2: Download a PDF of your Application for VAFs or the Opt-In Requirements and Guidance Form for Opt-In Waivers

Step 3: Post either the VAF application or Opt-in Document to your SGC website and at the front desk of the school to inform your community that you are considering adoption of the flexibility (the document must remain on your website for 30 days)

Step 4: Schedule an SGC meeting within 30 days of posting the documents on-line to allow for public comment of the waiver (make sure to include Public Comment as an agenda item at your meeting)

Step 5: At the conclusion of the 30-day period, remove the document(s) from your SGC website and host an SGC meeting to discuss any feedback and make final determinations related to your waiver submission

Step 6: Revisit your VAF application or Opt-In Notice for Adoption and fill-in the date for which your council completed the 30-day period of public comment and submit the form