

COMMISSION ON STATE MANDATES

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August 8, 2012

Mr. Michael Bush

Castro Valley Unified School District

4400 Alma Avenue

Castro Valley, CA 94546

And Interested Parties and Affected State Agencies (See Mailing List)

Mr. Keith Petersen

SixTen and Associates

P.O. Box 340430

Sacramento, CA 95834-0430

Re: **Draft Staff Analysis, Schedule for Comments, and Notice of Hearing**

Instructional Materials Funding Requirements, 03-TC-07

Education Code Sections 60000 et al.

Castro Valley Unified School District, Claimant

Dear Mr. Bush and Mr. Petersen:

The draft staff analysis for the above-named matter is enclosed for your review and comment.

Written Comments

Any party or interested person may file written comments on the draft staff analysis by **August 29, 2012**. You are advised that comments filed with the Commission are required to be simultaneously served on the other interested parties on the mailing list, and to be accompanied by a proof of service. However, this requirement may also be satisfied by electronically filing your documents. Please see <http://www.csm.ca.gov/dropbox.shtml> on the Commission's website for instructions on electronic filing. (Cal. Code Regs., tit. 2, § 1181.2.)

If you would like to request an extension of time to file comments, please refer to section 1183.01(c)(1) of the Commission's regulations.

Hearing

This matter is set for hearing on **Friday, September 28, 2012**, at 9:30 a.m., State Capitol, Room 447, Sacramento, California. The final staff analysis will be issued on or about September 14, 2012. Please let us know in advance if you or a representative of your agency will testify at the hearing, and if other witnesses will appear. If you would like to request postponement of the hearing, please refer to section 1183.01(c)(2) of the Commission's regulations.

Please contact Eric Feller at (916) 323-3562 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Heather Halsey".

Heather Halsey
Executive Director