

COMMISSION ON STATE MANDATES

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August 8, 2012

Mr. Arthur Palkowitz
Stutz Artiano Shinoff & Holtz
2488 Historic Decatur Road, Suite 200
San Diego, CA 92106

Ms. Kristie Towne, Superintendent
Solana Beach School District
309 North Rios Avenue
Solana Beach, CA 92075

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

RE: Draft Staff Analysis, Schedule for Comments, and Notice of Hearing
Uniform Complaint Procedures (K-12), 03-TC-02
Education Code Section 200 et al.
Solana Beach School District, Claimant

Dear Mr. Palkowitz and Ms. Towne:

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 Kenny Louie 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