

**MINUTES OF THE  
BOARD OF PRIVATE OCCUPATIONAL SCHOOLS  
BOARD MEETING**

**June 26, 2007 - 9:30 a.m.**

The Colorado Private Occupational Schools Board convened at the Auraria Higher Education Center, Tivoli Student Center, Room 640, 900 Auraria Parkway, Denver Colorado 80204.

Chair Tom Twardowski called the meeting to order at 9:33 a.m. and greeted guests. Board roll call was taken. The Board members, Division staff and guests were introduced.

Board Members Present:

Tom Twardowski, Chair	Jerry Sirbu, Vice Chair	Robert Martin
Buddy Douglass	Thomas Narvaez	Lisa Bennison Noll, J.D.

Board Members Absent: public member at-large vacancy

Division Staff Present:

Jim Parker, Director	Georgia Roberts, Deputy Director
Renee Belisle, Program Supervisor	Voni Oerman, Program Supervisor
Bernadette Esquibel, Program Supervisor	Arla Hamel, Administrative Assistant

Board Counsel Present:

John Sleeman, First Assistant Attorney General, Colorado Attorney General's Office joined the meeting at 12:17 p.m.

Guests Present:

Debra Dewar, DHCSS Dental Academy – Denver  
David Brogan, American Bartenders & Casino Dealers – Lakewood  
Victor Matthews, Paragon Culinary School, Inc. – Colorado Springs  
Richard Laub, Institute of Business & Medical Careers – Ft. Collins  
Steve Steel, Institute of Business & Medical Careers – Ft. Collins  
Dian Grudern, Institute of Business & Medical Careers – Ft. Collins  
Elaine Calenda, The Boulder College of Massage Therapy  
Callie Pratt, Institute for Nuclear Medical Education – Boulder  
Darcy Daniels, H & R Block Tax Training School – Colorado Complex - Aurora  
Shirley McCray, Remington College – Colorado Springs  
Eric Beard, Remington College – Colorado Springs  
Misty Cech, School of Natural Medicine – Boulder  
Reo Leslie, The Colorado School for Family Therapy - Aurora  
Eva Craig, Eastern Colorado School of Cosmetology and Related Arts – Strasburg  
Ron Skaggs, Bartending and Casino College – Colorado Springs  
William McAfee, Pikes Peak School of Real Estate – Colorado Springs  
Evan Mellman, Kaplan Professional Schools – Denver, Colorado Springs and Thornton  
Tristan Tran, Colorado Beauty College – Aurora

William Stroh, Colorado Outdoor Adventure Guide School - Victor

**Approval of the May 22, 2007 Minutes:** The Board reviewed and discussed the Minutes of the May 22, 2007 meeting. Ms. Noll motioned that the Minutes be approved as read. The motion was seconded and passed.

**Additions/changes to the June 26, 2007 Board Agenda for consideration:**

- Winterhawk Outfitter and Guide School – Renewal consideration was added. Moved to be discussed after Board reconvened from lunch.
- Majestic Beauty Academy – Consideration of Course Approval was tabled until next month.

**Directors Report:**

- Introduction of New Program Supervisor, Bernadette Esquibel

**Staff Report:** Accent Learning Systems - Program Supervisor Oerman reported to the Board that the State Board of Nursing ("BON") no longer sets the standards for IV Therapy.

**New Business Action items:**

**A. Consideration of Renewal of Certificate of Approval**

**1. American Bartenders and Casino Dealers School - Lakewood**

Program Supervisor Oerman brought to the Board's attention for consideration of renewal American Bartenders and Casino Dealers School, Lakewood. School representative David Brogan was present. The school satisfied the Board's inquiry. Based on the Board having determined that the school bond be set in the amount of \$4,962; that the school has complied and submitted a certificate of deposit in the amount of \$5,000; and that American Bartenders and Casino Dealers School, 1050 South Wadsworth, Lakewood, CO 80226 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Mr. Martin moved that the Standard Certificate of Approval be granted for the period beginning July 1, 2007 and ending June 30, 2010. The motion was seconded and unanimously passed.

**2. Eastern Colorado School of Cosmetology and the Related Arts - Strasburg**

Program Supervisor Oerman brought to the Board's attention for consideration of renewal Eastern Colorado School of Cosmetology and Related Arts, Strasburg. School representative Eva Craig was present. The school satisfied the Board's inquiry. Based on the Board having determined that the school bond be set in the amount of \$10,000; that the school has complied and submitted a bond in the amount of \$60,000; and that Eastern Colorado School of Cosmetology and Related Arts, 56620 East Colfax Avenue, Strasburg, CO 80136 can be reasonably maintained in compliance with the minimum

standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Mr. Narvaez moved that the Standard Certificate of Approval be granted for the period beginning July 1, 2007 and ending June 30, 2010. The motion was seconded and passed.

**3. Institute for Nuclear Medical Education - Boulder**

Program Supervisor Oerman brought to the Board's attention for consideration of renewal Institute for Nuclear Medical Education, Boulder. School representative Callie Pratt was present. Based on the Board having determined that the school bond be set in the amount of \$25,988; that the school has complied and submitted a certificate of deposit in the amount of \$35,000; and that Institute for Nuclear Medical Education, 5660 Airport Blvd. Suite 101, Boulder, CO 80301 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Mr. Martin moved that the Standard Certificate of Approval be granted for the period beginning July 1, 2007 and ending June 30, 2010. The motion was seconded and passed.

**4. SAGE Technical Services - Grand Junction**

Program Supervisor Oerman brought to the Board's attention for consideration of renewal SAGE Technical Services, Grand Junction. A school representative was available by telephone. Based on the Board having determined that the school bond be set in the amount of \$17,170; that the school has complied and submitted a bond in the amount of \$20,000; and that SAGE Technical Services, 2897 North Avenue, #204, Grand Junction, CO 81501 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Mr. Sirbu moved that the Standard Certificate of Approval be granted for the period beginning July 1, 2007 and ending June 30, 2010. The motion was seconded and unanimously passed.

**5. H & R Block Tax Training School – Colorado Complex - Aurora**

Program Supervisor Belisle brought to the Board's attention for consideration of renewal of H & R Block Tax Training School – Colorado Complex, Aurora. School representative Darcy Daniels was present. The school satisfied the Board's inquiry. Based on the Board having determined that the school bond be set in the amount of \$4,700; that the school has complied and submitted a bond in the amount of \$150,000 (Umbrella Bond covers 11 schools) and that H & R Block Tax Training School – Colorado Complex, 2280 S. Xanadu Way, #240, Aurora, CO 80014 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Ms. Noll moved that the Standard Certificate of Approval be granted for the period beginning July 1, 2007 and ending June 30, 2010. The motion was seconded and passed.

**6. Institute of Business and Medical Careers, Ft. Collins**

Program Supervisor Belisle brought to the Board's attention for consideration of renewal Institute of Business and Medical Careers, Ft. Collins. School representatives Richard Laub, Steve Steel, and Dian Grudern were present. Based on the Board having determined that the school bond be set in the amount of \$259,698.94; that the school has complied and submitted a TAF in the amount of \$259,699; and that Institute of Business & Medical Careers, 1607 Oakridge, Ft. Collins, CO 80525 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Mr. Martin moved that the Standard Certificate of Approval be granted for the period beginning July 1, 2007 and ending June 30, 2010. The motion was seconded and passed.

#### **7. School of Natural Medicine - Boulder**

Program Supervisor Belisle brought to the Board's attention for consideration of renewal of School of Natural Medicine, Boulder. School representative Misty Cech was present. The school satisfied the Board's inquiry. Based on the Board having determined that the school bond be set in the amount of \$3,000; that the school has complied and submitted a bond in the amount of \$5,000 and that School of Natural Medicine, 3000 Folsom Street, Boulder, CO 80304 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Mr. Martin moved that the Standard Certificate of Approval be granted for the period beginning July 1, 2007 and ending June 30, 2010. The motion was seconded and passed.

### **B. Consideration of Renewal of Certificate of Approval and Programs/Courses**

#### **1. DHCSS Dental Academy - Denver**

Program Supervisor Belisle introduced for Board review and consideration two new programs, proposed by DHCSS Dental Academy, Denver, as well as whether the school's Certificate to operate should be renewed. The programs are: Patient Coordinator and Dental Assisting. School representative Debra Dewar was present. The school satisfied the Board's inquiry. Based on the Board having determined that the school bond be set in the amount of \$5,000; that the school has complied and submitted a certificate of deposit in the amount of \$5,000; and that DHCSS Dental Academy, 2005 Franklin Street, Bldg. II #590, Denver, CO 80205 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Mr. Martin moved that the two programs be approved and that the Standard Certificate of Approval be granted for the period beginning July 1, 2007 and ending June 30, 2010. The combined motion was seconded and unanimously passed.

### **C. Consideration of Renewal of Certificate of Approval and Change of Ownership**

#### **1. Pikes Peak School of Real Estate – Colorado Springs**

Program Supervisor Belisle brought to the Board's attention Pikes Peak School of Real Estate, Colorado Springs for consideration of renewal and an application for a change of ownership. It was the will of the board to consider in separate motions. School representative and new owner William McAfee was present. The school satisfied the Board's inquiry. The Board having determined that the school bond be set at the amount of \$5,000; that the school has complied and submitted a bond in the amount of \$5,000; and that Pikes Peak School of Real Estate, 5755 Mark Dabling Blvd, Suite 100, Colorado Springs, CO 80919 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Mr. Martin moved that the change of ownership be granted and Ms. Noll moved that the Standard Certificate of Approval be approved for the period beginning July 1, 2007 and ending June 30, 2010. Both motions were seconded and passed.

#### **D. Consideration of Approval of Change of Ownership**

##### **1. Bartending and Casino College - Denver**

Program Supervisor Belisle brought to the Board's attention for consideration application for a change of ownership for Bartending and Casino College, Denver. School representative and current owner Ron Skaggs was present. The school satisfied the Board's inquiry. The Board having determined that the school bond be set in the amount of \$8,578; that the school has complied and submitted a bond in the amount of \$10,000; and that Bartending and Casino College, 5925 E. Evans Ave. #A-100, Denver, CO 80222 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Mr. Martin moved that the change of ownership from Jason Morales to Ron Skaggs be granted. The motion was seconded and passed.

#### **E. Consideration of Approval of Provisional Certificate of Approval**

##### **1. Colorado Driving School, LLC - Trinidad**

Program Supervisor Oerman brought to the Board's attention for consideration, Colorado Driving School, LLC, as a new school with three stand alone courses. The courses are: Preparation & CDL Test Class A, Preparation & CDL Test Class B and Preparation & Test Bp2. A school representative was available by telephone. Upon determining that the school is in compliance with the required bond amount of \$3,600; that the school submitted a bond in the amount of \$5,000; and that the school can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Mr. Martin moved to approve the three new courses and that Colorado Driving School, LLC, 2118 Freedom Road, Trinidad, CO 81082 be approved and a Provisional Certificate of Approval be granted to the school for the period beginning July 1, 2007 and ending June 30, 2009. The motion was seconded and unanimously passed.

## **2. Paragon Culinary School, Inc. – Colorado Springs**

Program Supervisor Belisle brought to the Board's attention for consideration, Paragon Culinary School, Inc. of Colorado Springs, as a new school with one new program - Full Culinary Program and nine revised stand alone courses: Course A: Foundations; Class B: FOH 101: Intro. to Wine, Service & the Floor; Course C: Around the World in 14 Weeks; Course A: Baking and Pastry 101; Class B: Intermediate Cookery & World Cuisine II; Course C: Advanced Management; Course A: Advanced Baking and Pastry; Class B: Becoming a Chef, Adv. Hot Line & Kitchen Management; and Course C: Final Touches, Wrap Up Loose Ends, Travels.

School representative Victor Mathews was present. The school satisfied the Board's inquiry and agreed to change the occupational objective to be a more accurate reflection. Upon determining that the school is in compliance with the required bond amount of \$9,360; that the school submitted a bond in the amount of \$21,000; and that the school can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Mr. Douglass motioned that Paragon Culinary School, Inc., 3125 Sinton Road, Colorado Springs, CO 80907 be approved; that a Provisional Certificate of Approval be granted to the school for the period beginning July 1, 2007 and ending June 30, 2009; and that the program and nine stand alone courses be approved contingent up the discussed changes to the stated occupational objective. The combined, contingent motion was seconded and passed.

## **F. Consideration of Approval of Programs / Courses**

### **1. The Boulder College of Massage Therapy - Boulder**

Program Supervisor Belisle brought to the Board's attention for review and consideration one new stand alone course: Infant Massage Instructor Certification Training – Continuing Education, proposed by The Boulder College of Massage Therapy, Boulder. School representative Elaine Calenda was present. Based on the Board having determined that the above-referenced course for The Boulder College of Massage Therapy, 6255 Longbow Drive, Boulder, CO 80301 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Mr. Narvaez moved to approve the new course effective June 26, 2007. The motion was seconded and carried unanimously.

### **2. The Colorado School for Family Therapy - Aurora**

Program Supervisor Belisle brought to the Board's attention for review and consideration one new program: Certificate in Adolescent Therapy, proposed by The Colorado School for Family Therapy, Aurora. School representative Reo Leslie, Jr. was present. The school satisfied the Board's inquiry. Based on the Board having determined that the above-referenced program for The Colorado School for Family Therapy, 12101 East Second Avenue, Suite 101, Aurora, CO 80011 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational

Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Mr. Martin moved to approve the new program effective June 26, 2007. The motion was seconded and carried unanimously.

3. **Everest College - Aurora**

Mr. Sirbu moved to table the matter until the July meeting. The motion was seconded and approved.

4. **Kaplan Professional Schools – Colorado Springs, Denver and Thornton**

Program Supervisor Belisle brought to the Board's attention for review and consideration one new program: Real Estate Broker Licensing Program, proposed by Kaplan Professional Schools, for Colorado Springs, Denver and Thornton. It was the Board's will to consider approval of the program for all three school locations in one combined discussion and action. School representative Evan Mellman was present. The School satisfied the Board's inquiry. Based on the Board having determined that the above-referenced program for Kaplan Professional Schools located at 1919 North Union Blvd, Colorado Springs, CO 80909; 2150 South Cherry Street, Denver, CO 80222; and at 500 East 84<sup>th</sup> Avenue, 2<sup>nd</sup> Floor, Thornton, CO 80229 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Mr. Narvaez moved to approve the new program for all three locations effective June 26, 2007. The motion was seconded and carried unanimously.

5. **Remington College – Colorado Springs**

Program Supervisor Belisle brought to the Board's attention for review and consideration one new program: Administrative Office Assistant, proposed by Remington College, Colorado Springs. School representative Shirley McCray was present. The school satisfied the Board's inquiry. Based on the Board having determined that the above-referenced program for Remington College, 6050 Erin Park Drive, Colorado Springs, CO 80918 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Mr. Douglass moved to approve the new program effective June 26, 2007. The motion was seconded and carried unanimously.

6. **Southwest School of Massage and Integrated Bodywork, Inc. - Durango**

Program Supervisor Belisle brought to the Board's attention for review and consideration four new stand alone courses: First Aid; Therapeutic Infant Massage Therapy; Therapeutic Hot Stone Massage Therapy; and Therapeutic Lymphatic Drainage Massage Therapy, proposed by Southwest School of Massage and Integrated Bodywork, Inc., Durango. A school representative was available by telephone. There were no questions from the Board. Based on the Board having determined that the above-referenced courses for Southwest School of Massage and Integrated Bodywork, Inc. 2277 West 2<sup>nd</sup> Avenue, Suite #2, Durango, CO 81301 can be reasonably maintained in compliance with

the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Ms. Noll moved for approval of the four new courses effective June 26, 2007. The motion was seconded and carried unanimously.

#### **G. Consideration of Approval of Standard Certificates for Out of State Schools**

##### **1. Lincoln College of Technology - Florida**

Program supervisor Belisle introduced Lincoln College of Technology, Florida for Consideration as an Out of State School. The Board having determined that the school bond be set in the amount of \$50,000, and that Lincoln College of Technology, 2410 Metrocentre Blvd. W. Palm Beach, FL 33407 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and the minimum requirements of the Division, Mr. Martin motioned that the Standard Certificate of Approval be granted for the period beginning July 1, 2007 and ending June 30, 2008. The motion was seconded and carried.

#### **H. Notification of School Closings:**

The Board was notified of the following school closures:

1. Arbach's School of Cosmetology – Englewood
2. Bartending Academy – Thornton
3. The Colorado Anti-Aging Institute of Advance Aesthetics – Colorado Springs
4. Colorado Driving School – Blanca
5. Denver School of Nursing – Denver
6. Peak Real Estate College – Colorado Springs
7. Peak Real Estate College - Boulder

#### **I. Other Business:**

##### **1. Winterhawk Outfitters, Guides, & Packers School – Silt**

Director Parker reported issues regarding Division's attempt to contact the school and attain required renewal information. Mr. Martin moved to hold any action in respect to renewing the Schools Certificate to operate in abeyance; and instructed the Division to send a notice as well as the state's school closing requirements to the School via a certified mailing. The motion was seconded and passed.

#### **J. Student Complaints/Matters of Noncompliance/Legal Action:**

##### **1. BL International Beauty College III - Denver - Consideration of the Renewal for Certificate of Approval and determination of pending student complaint(s).**

Program Supervisor Belisle brought to the Board's attention for consideration of renewal BL International Beauty College III, Denver. School representative Hung Hoang was present. It was the will of the Board to first review and consider pending student complaints against the school before addressing the matter of the School's renewal.



Deputy Director Roberts reported the status of eighteen individual student filings complaining of substantially the same or near identical violations against the School. After review and discussion by the Board of the nature, scope and results of the Division's initial inquiry, the Board found that no substantiated violations had occurred. However, due to the nature of the specific complaints alleged and the fact that a number of the School's students are predominantly mono-lingual Spanish-speaking, the Board directed that should similar complaints be filed against the School in which discrimination is raised, the matters, similarly should be brought by the Division to the Board's attention for action.

Based on the Board having found no violations; determined that the school bond be set in the amount of \$4,235; that the school has complied and submitted a bond in the amount of \$12,750; and that BL International College III, Denver 3465 West Alameda Avenue, Denver, CO 80219 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Mr. Martin moved that the Board having found insufficient proof to support the eighteen student complaints, that all of the filed matters be considered closed; that the complaints be dismissed; and that the Standard Certificate of Approval be granted for the period beginning July 1, 2007 and ending June 30, 2010. The combined motion was seconded and unanimously passed.

2. **International Beauty Academy – Colorado Springs** - Determination of pending student complaint(s).

Mr. Twardowski recused himself as the Chair from presiding over this particular Board matter in order to avoid an appearance of a conflict of interest as the School's owner. Vice-chair, Mr. Sirbu assumed chairing the proceedings for this matter only. The Board having reviewed and discussed the nature and scope of the two near identical complaints filed by two former students; the information presented as a result of the Division's initial inquiry, the Board found that no violation had occurred. Mr. Martin moved to that no violations having been found, recommended that no further action be taken and that the two matters be considered closed and the two complaints dismissed. The motion was seconded and passed.

Mr. Twardowski resumed chairing the remaining proceedings.

Due to the time and matters still pending, the Board recessed for lunch at 10:52 a.m. The Board reconvened at 12:17 p.m.

**Student Complaints/Matters of Noncompliance/Legal Action continued:**

3. **Colorado Beauty College – Aurora** - Consideration of the Renewal for Certificate of Approval and matters of noncompliance.

Program Supervisor Belisle brought to the Board's attention for consideration of renewal of Colorado Beauty College, Aurora. School representative Tristan Tran was present. The Board expressed concern whether Colorado Beauty College, 13410 East Mississippi Avenue, Aurora, CO 80012, could be reasonably maintained in compliance with the

minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements. Mr. Martin motioned to table a decision by the Board in respect to the renewal, until the July 24, 2007 meeting, in order for the school to receive Notice of Non-compliance with an opportunity to respond in writing to the questions and concerns of the Board. The motion included a response/compliance due date of no later than 10 calendar days from the date of mailing of the Notice. The motion was seconded and passed.

4. **Colorado Outdoor Adventure Guide School, Inc. – Victor** - Consideration of the Renewal for Certificate of Approval and matters of noncompliance.

Director Parker and Deputy Director Roberts brought to the Board's attention for consideration of renewal Colorado Outdoor Adventure Guide School, Inc., Victor. School representative William Stroh was present. The Board expressed concern about whether Colorado Outdoor Adventure Guide School, Inc., 5987 Gold Camp Road, Victor, CO 80860 could be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements. After brief discussion and a statement from Mr. Stroh, Mr. Martin motioned to table a decision by the Board in respect to the renewal, until the July 24, 2007 meeting, in order for the school to receive two (2) Notices of Non-compliance, one issued to the School and one issued to the School's Director and agent, William Stroh with an opportunity to respond in writing to the questions and concerns of the Board. The motion included a response/compliance due date of no later than 10 calendar days from the date the notice was sent. The motion was seconded and passed.

**Adjournment:**

Having no further business, Mr. Sirbu moved for adjournment. The motion was seconded and passed. The Board meeting adjourned at 1:20 p.m.

The next regularly scheduled meeting of the Board is Tuesday, July 24, 2007.