

**BOARD OF PRIVATE OCCUPATIONAL SCHOOLS
BOARD MEETING**

May 27, 2008 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 Jerry Sirbu called the meeting to order at 9:36 A.M. and greeted guests. The Board members, Division staff and guests were introduced. Board roll call was taken. A quorum was present.

Recognition of Others Present:

Director Jim Parker introduced Ms. Karen Hall, owner of Cuttin' Up Beauty Academy. Ms. Hall recently was appointed to serve on the Board and her appointment is scheduled to take effect on July 1, 2008.

Board Members Present:

Jerry Sirbu, Chair	Robert Martin, Vice Chair
Tom Twardowski	Buddy Douglass

Board Members Absent:

Tom Narvaez	Lisa Bennison Noll	Winnifred Rovig
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Division Staff Present:

Jim Parker, Director	Georgia Roberts, Deputy Director
Renee Belisle, Program Specialist	Voni Oerman, Program Specialist
Bernadette Esquibel, Program Specialist	

Guests Present:

Amanda Hill, Jackson Hewitt Tax Service - Denver
Charyn Urban, John Casablanca Modeling and Career Center - Denver
Kim Green, Advanced Therapy Institute – Colorado Springs
Lease Wood, Center Beauty College - Pueblo
Tatiana Fefer, Lifeline College of Health - Denver
Reo Leslie, Colorado School for Family Therapy - Denver
Shannon Workman, Rocky Mountain Dental Assisting Institute - Broomfield
Adriene Patten, IntelliTec Medical Institute – Colorado Springs
Mechelle Capra, Artistic Beauty Colleges – Arvada, Lakewood, Thornton, Westminster
Karen Hall, Cuttin' Up Beauty Academy - Denver
Eva Craig, Eastern Colorado School of Cosmetology and Related Arts – Longmont
Holly Holmes, Eastern Colorado School of Cosmetology and Related Arts - Longmont
John Urquhart, Barbizon School of Modeling & Personal Improvement – Colorado Springs
Scott Kilbourne, Spa Education Center – Beaver Creek
Jennifer Overbey, The Real Estate School - Boulder
Lorenzo Kunze, Rocky Mountain Laser College - Lakewood
Melody Irvine, Career Coders - Loveland

Approval of the April 22, 2008 Minutes:

The Board reviewed the Minutes of the April 22, 2008 meeting. Mr. Douglass motioned for approval of the minutes as read. The motion was seconded and passed.

Changes / Additions to the Agenda:

1. Eastern School of Cosmetology and Related Arts – Longmont was added, to be considered under Student Complaints/Matters of Noncompliance/Legal Action

Staff Report:

Staff reported that the ten previous school contingencies have all been met, recorded and on file with the Division.

Student Complaints/Matters of Noncompliance/Legal Action

1. Eastern School of Cosmetology and Related Arts – Longmont

The Division brought before the Board an appeal by the school to a Division determination in respect to an administrative complaint filed by the parent of a former student. School representatives Eva Craig and Holly Holmes were present. After review and due deliberation Buddy Douglass motioned to uphold the Division's decision finding that the Complainant is entitled to a \$2,005.50 refund, pursuant to statute. Mr. Douglass further motioned that the School be directed to issue said refund within the time prescribed. The motion was seconded and passed.

New Business Action Items:

A. Consideration of Approval of Standard Certificate of Approval

1. Advanced Therapy Institute of Touch – Colorado Springs

Program Specialist Belisle brought to the Board's attention for consideration of renewal Advanced Therapy Institute of Touch, Colorado Springs. School representative Kim Green was present. The school satisfied the Board's inquiry concerning the bond level. Based on the Board having determined that the school bond be set in the amount of \$900; that the school has complied and submitted a bond in the amount of \$15,000; and that Advanced Therapy Institute of Touch, 2135 N. Academy Blvd., Colorado Springs, CO 80907 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 that the Standard Certificate of Approval be granted for the period beginning July 1, 2008 and ending June 30, 2011. The motion was seconded and unanimously passed.

2. Artistic Beauty Colleges – Arvada, Lakewood, Thornton and Westminster

Program Specialist Belisle brought to the Board's attention for consideration of renewal Artistic Beauty Colleges, at its four locations, Arvada, Lakewood, Thornton and Westminster. School representative Michele Capra was present. It was the Board's will to consider all four locations in one motion. The school satisfied the Board's inquiry concerning the respective bond levels for the four locations. Based on the Board having determined that the Arvada school bond be set in the amount of \$81,453.91; that the

Arvada school has complied and submitted a bond in the amount of \$350,806; that the Lakewood bond be set in the amount of \$67,087.29; that the Lakewood school has complied and submitted a bond in the amount of \$154,626; that the Thornton bond be set in the amount of \$246,913.44; that the Thornton school has complied and submitted a bond in the amount of \$528,014; and that Westminster bond be set in the amount of \$74,641.35; that the Westminster school has complied bond for the amount of \$229,287; and having further determined that Artistic Beauty Colleges, 6520 Wadsworth Blvd. Suite 209, Arvada, CO 80003; Artistic Beauty Colleges, 441 Wadsworth Blvd., Lakewood, CO 80226; Artistic Beauty Colleges, 3811 East 120th Avenue, Thornton, CO 80233; and Artistic Beauty Colleges, 3049 West 74th Avenue, Westminster, CO 80030 can be reasonably maintained, respectively 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 that the Standard Certificates of Approval for all four locations be granted for the period beginning July 1, 2008 and ending June 30, 2011. The combined motion was seconded and unanimously passed.

3. Barbizon School of Modeling and Personal Improvement of Colorado, Inc., - Colorado Springs

Program Specialist Oerman brought to the Board's attention for consideration of renewal Barbizon School of Modeling and Personal Improvement of Colorado, Inc., Colorado Springs. School representative John Urquhart was present. The school satisfied the Board's inquiry concerning the bond level. Based on the Board having determined that the school bond be set in the amount of \$18,319; that the school has complied and submitted a bond of \$37,500 (umbrella bond covering four locations); and that Barbizon School of Modeling and Personal Improvement of Colorado, Inc., Colorado Springs, 7535 East Hampden Avenue, Suite #108, Denver, CO 80231 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. Twardowski moved that the Standard Certificate of Approval be granted for the period beginning July 1, 2008 and ending June 30, 2011. The motion was seconded and unanimously passed.

4. Center Beauty College - Pueblo

Program Specialist Belisle brought to the Board's attention for consideration of renewal Center Beauty College, Pueblo. School representative Leasa Wood was present. The school satisfied the Board's inquiry concerning the bond level. 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 bond of \$8,000; and that Center Beauty College, 228 West 3rd Street, Pueblo, CO 81003 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 that the Standard Certificate of Approval be granted for the period beginning July 1, 2008 and ending June 30, 2011. The motion was seconded and unanimously passed.

5. The Connecting Point – Telluride

Program Specialist Oerman brought to the Board's attention for consideration of renewal The Connecting Point, Telluride. A school representative was available by telephone. The school satisfied the Board's inquiry concerning the bond level. Based on the Board having determined that the school bond be set in the amount of \$7,700; that the school has complied and submitted a bond of \$8,000; and that The Connecting Point, 600 West Colorado Ave., Telluride, CO 81435 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, 2008 and ending June 30, 2011. The motion was seconded and unanimously passed.

6. CorePower Yoga – Denver

Program Specialist Esquibel brought to the Board's attention for consideration of renewal CorePower Yoga, Denver. No school representative was available. Based on the Board having determined that the school bond be set in the amount of \$32,000; that the school has complied and submitted a bond of \$100,000; and that CorePower Yoga, 333 East 13th Avenue, Denver, CO 8020 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. Twardowski moved that the Standard Certificate of Approval be granted for the period beginning July 1, 2008 and ending June 30, 2011. The motion was seconded and unanimously passed.

7. Crestone Healing Arts Center – Crestone

Program Specialist Oerman brought to the Board's attention for consideration of renewal Crestone Healing Arts Center Crestone. A school representative was available by telephone. The school satisfied the Board's inquiry concerning the bond level. Based on the Board having determined that the school bond be set in the amount of \$480; that the school has complied and submitted a bond of \$20,106.6; and that Crestone Healing Arts Center, 1689 Columbine Overlook, Crestone, CO 81131 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, 2008 and ending June 30, 2011. The motion was seconded and unanimously passed.

8. Excelsior Beauty School - Aurora

Program Specialist Oerman brought to the Board's attention for consideration of renewal Excelsior Beauty School, Aurora. No school representative was available. Based on the Board having determined that the school bond be set in the amount of \$0; that the school has complied and submitted the required minimum bond of \$5,000; and that Excelsior Beauty School, 15001 East Oxford Avenue, 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, Mr. Martin moved that the Standard Certificate of Approval be granted for the period beginning July 1, 2008 and ending June 30, 2011. The motion was seconded and unanimously passed.

9. **John Casablanca Modeling and Career Center - Denver**

Program Specialist Oerman brought to the Board's attention for consideration of renewal John Casablanca Modeling and Career Center, Denver. School representative Charyn Urban was present. The school satisfied the Board's inquiry concerning the bond level. Based on the Board having determined that the school bond be set in the amount of \$58,6900; that the school has complied and submitted a bond of \$60,000; and that John Casablanca Modeling and Career Center, 7600 Eastman Avenue, Suite 100, Denver, CO 80231 80906 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. Twardowski moved that the Standard Certificate of Approval be granted for the period beginning July 1, 2008 and ending June 30, 2011. The motion was seconded and unanimously passed.

10. **Mr. K's Floral Design School - Littleton**

Program Specialist Oerman brought to the Board's attention for consideration of renewal Mr. K's Floral Design School, Littleton. No school representative was available. Based on the Board having determined that the school bond be set in the amount of \$1,200; that the school has complied and submitted a certificate of deposit for \$5,000; and that Mr. K's Floral Design School, 8555 West Belleview Avenue, Suite G23, Littleton, CO 80123 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, 2008 and ending June 30, 2011. The motion was seconded and unanimously passed.

11. **Jackson Hewitt Tax Service - Denver**

Program Specialist Oerman brought to the Board's attention for consideration of renewal Jackson Hewitt Tax Service, Denver. School representative Amanda Hill was present. The school satisfied the Board's inquiry concerning the bond level. Based on the Board having determined that the school bond be set in the amount of \$2,475; that the school has complied and submitted a certificate of deposit for \$15,00 (to cover three locations); and that Jackson Hewitt Tax Service, 3785 Federal Blvd., Denver, CO 80211 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. Twardowski moved that the Standard Certificate of Approval be granted for the period beginning July 1, 2008 and ending June 30, 2011. The motion was seconded and unanimously passed.

B. Consideration of Approval of Renewal of Certificate of Approval with Programs/Courses

1. Rocky Mountain Laser College - Lakewood

Program Specialist Oerman brought to the Board's attention for consideration of renewal of standard certificate of approval and sixteen (16) new and/or revised stand alone courses proposed by Rocky Mountain Laser College, Lakewood. The eight new courses are: 100-Hour Comprehensive Laser/IPL Course; 30-Hour Medical Director Course; 20-Hour On-Line Laser Terminology/Theory; 10-Hour Advanced Laser/IPL Hair Reduction; 5-Hour Advanced Laser Cellulite Reduction; 5-Hour Advanced Micro-Current; 5-Hour Advanced LED (Low Emitting Diodes); and 5-Hour Advanced LSO (Laser Safety Officer). The eight revised courses are: 50-Hour Laser/IPL Course; 40-Hour Laser/IPL Course; 10-Hour Advanced Laser/IPL Vein Removal; 10-Hour Advanced Laser Tattoo Removal; 10-Hour Advanced Laser Skin Rejuvenation; 5-Hour Advanced Cosmetic Radio Frequency; 5-Hour Advanced PDT (Photo Dynamic Therapy); and 5-Hour Advanced IPL (Intense Pulsed Light). School representative Lorenzo Kunze was present.

It was the will of the Board to consider the renewal and the course approvals as separate matters. The school satisfied the Board's inquiry. Based on the Board having determined that the school bond be set in the amount of \$90,000; that the school has complied and submitted a bond in the amount of \$100,000; and that Rocky Mountain Laser College, 651 Garrison Street, Suite 260, Lakewood, CO 80215 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, 2008 and ending June 30, 2011. The motion was seconded and passed. Mr. Douglass moved that the sixteen courses be approved, contingent upon the discussed changes being made. The contingent motion was seconded and passed.

C. Consideration of Approval of Provisional Certificate of Approval

1. Life Line College of Health - Denver

Program Specialist Oerman brought to the Board's attention for consideration, Life Line College of Health, Denver as a new school with four programs: Dental Assistant; Pharmacy Technician; Medical Assistant; and Phlebotomy Technician. School representative Tatiana Fefer was present. Mr. Douglass moved to table consideration until verification is received that the school has a bond in place. The motion was seconded and unanimously passed. The Board noted a willingness to hold an interim meeting to consider the certificate and approval of programs should bond verification be received before the next regular meeting.

2. Rocky Mountain Dental Assisting Institute - Broomfield

Program Specialist Esquibel brought to the Board's attention for consideration, Rocky Mountain Dental Assisting Institute, Broomfield as a new school with one new program: Dental Assisting. School representative Shannon Workman was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required bond amount of \$17,940; that the school submitted a bond in the amount of

\$18,000; 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. Twardowski in a combined motion, moved that a Provisional Certificate of Approval be granted to Rocky Mountain Dental Assisting Institute, 13605 Xavier Lane, Suite C, Broomfield, CO 80023 for the period beginning May 27, 2008 and ending June 30, 2009 and that the program be approved. The combined motion was seconded and unanimously passed.

3. Spa Education Center – Beaver Creek

Program Specialist Esquibel brought to the Board's attention for consideration, Spa Education Center, Beaver Creek as a new school with four programs: Esthetics; Manicuring; Esthetics/Manicuring; and Therapeutic Massage & Hydrotherapy. School representative Scott Kilbourne was present. It was the will of the Board to consider the certificate and the program approval as separate matters. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required bond amount of \$7,900; that the school submitted a certificate of deposit in the amount of \$9,049.01; 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. Twardowski first moved that a Provisional Certificate of Approval be granted to Spa Education Center, 120 Offerson Road, Beaver Creek, CO 81620 for the period beginning July 1, 2008 and ending June 30, 2010. The motion was seconded and approved. Mr. Twardowski then moved that the programs before the Board be approved, contingent upon the discussed changes being made. The contingent motion was seconded and unanimously passed.

D. Consideration of Approval of Programs / Courses

1. Career Coders, LLC - Loveland

Program Specialist Belisle brought to the Board's attention for review and consideration five revised programs: Introduction to Medical Billing and Coding; PMCC, Professional Medical Coding Curriculum; Basic Medical Anatomy; Hospital Billing and Facility Case Studies; and Medical Terminology proposed by Career Coders, Loveland. School representative Melody Irvine was present. Based upon the Board having determined that the above-referenced new programs for Career Coders, LLC, 2240 West 1st Street, Loveland, CO 80537 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and with the Division's minimum requirements, Mr. Martin moved to approve the above referenced new programs effective May 27, 2008. The motion was seconded and unanimously passed.

2. The Colorado School for Family Therapy - Aurora

Program Specialist Belisle brought to the Board's attention for review and consideration two new programs: Certificate in Art Therapy and Certificate in Jungian Psychotherapy, proposed by The Colorado School for Family Therapy, Aurora. School representative Reo Leslie was present. Based upon the Board having determined that the above-referenced new programs 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 with the Division's minimum requirements, Mr. Martin moved to approve the above referenced new programs effective May 27, 2008. The combined motion was seconded and unanimously passed.

3. IntelliTec Medical Institute – Colorado Springs

Program Specialist Oerman brought to the Board's attention for review and consideration one revised program: Medical Assistant proposed by IntelliTec Medical Institute, Colorado Springs. School representative Adriene Patten was present. The School satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced new program for IntelliTec Medical Institute, 2345 North Academy Blvd., Colorado Springs can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and with the Division's minimum requirements, Mr. Douglass moved to approve the above referenced new program, contingent upon the discussed changes being made, effective May 27, 2008. The motion was seconded and unanimously passed.

4. North American Institute of Medical Herbalism - Boulder

Program Specialist Esquibel brought to the Board's attention for review and consideration one revised program and three revised courses. The program is: Fundamentals of Medical Herbalism. The courses are: Bach Flower Essences; Reproduction and Vitalist Therapeutics; and Toxicity and Detoxification proposed by North American Institute of Medical Herbalism, Boulder. A school representative was available by telephone. The School satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced program and courses for North American Institute of Medical Herbalism, 2900 Valmont Road Unit #1, 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 with the Division's minimum requirements, Mr. Douglass moved for approval effective May 27, 2008. The motion was seconded and unanimously passed.

5. Real Estate College of Colorado, Inc., - Pueblo and Durango

Program Specialist Belisle brought to the Board's attention for review and consideration one new program for Real Estate College of Colorado, Inc., Pueblo and Durango. A school representative was available by telephone. The School satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced new program for Real Estate College of Colorado, Inc., 2927 High Street, Pueblo and for 1537 Florida Road, Suite 105, 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 with the Division's minimum requirements, Mr. Martin moved to approve the above referenced new program for both locations effective May 27, 2008. The motion was seconded and unanimously passed.

6. The Real Estate School - Boulder

Program Specialist Belisle brought to the Board's attention for review and consideration two new courses: Financing; and Working with Buyers and Sellers proposed by Real Estate School, Boulder. School representative Jennifer Overby was present. The School

satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced new programs for Real Estate School, 4750 Table Mesa Drive, Boulder, CO 80305 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and with the Division's minimum requirements, Mr. Douglass moved to approve the above referenced new programs effective May 27, 2008. The motion was seconded and unanimously passed.

E. Consideration of Approval of Out of State Schools

Program Specialist Belisle brought to the Board's attention for review and consideration of approval to operate, twenty-five out-of-state schools. The schools are:

1. 360 Training – Austin, TX
2. Academy for Real Estate Professionals – Las Vegas, NV
3. American Construction Training, LLC – Dothan, AL
4. Anthem College – Phoenix, AZ
5. Art Instruction Schools – Minneapolis, MN
6. The Bryman School of Arizona – Phoenix, AZ
7. Career Web School – Atlanta, GA
8. The Coaches Training Institute – San Rafael, CA
9. Collins College – Phoenix, AZ
10. Collins College – Tempe, AZ
11. Dynasty School – Hacienda Heights, CA
12. Financial Strategies, Carmel, IN
13. Myofascial Release Seminars – Paoli, PA
14. NASCAR Technical Institute – Mooresville, NC
15. The Risk Management Association – Philadelphia, PA
16. Spartan College of Aeronautics & Technology – Tulsa, OK
17. Swift Driving Academy – Phoenix, AZ
18. Universal Technical Institute of Arizona – Avondale, AZ
19. Universal Technical Institute, Motorcycle Mechanics Division
20. Universal Technical Institute of Northern California – Sacramento
21. Universal Technical Institute of Texas – Houston
22. WyoTech – Laramie, WY (main campus)
23. WyoTech – Blairsville, PA (branch of Laramie)
24. WyoTech – Sacramento, CA (branch of Laramie)
25. WyoTech – Oakland, CA (branch of Fremont, CA)

It was the will of the Board to consider these in one combined motion. Based on the Board having determined that the above-referenced schools can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and with the Division's minimum requirements, Mr. Douglass moved to approve all twenty-five schools, to operate as out-of-state schools, effective July 1, 2008 and ending June 30, 2009. The combined motion was seconded and unanimously passed.

F. Notification of School Closings

1. Oxford College of Health and Medical Sciences – Denver

Staff reported the closing of the above school and receipt of student records. No Board action required.

G. Other

There was no other business placed before the Board for consideration.

H. Adjournment

Having no further business, Mr. Twardowski moved for adjournment. The motion was seconded and passed. The Board meeting adjourned at 11:37 A.M.

The next regularly scheduled meeting of the Board is Tuesday, July 22, 2008, at the office of the Division of Private Occupational Schools, 1560 Broadway, Suite 1250, Denver, Colorado 80202, Telephone: (303) 866-2723.