

**BOARD OF PRIVATE OCCUPATIONAL SCHOOLS  
BOARD MEETING**

**January 25, 2011 9:30 A.M.**

The Colorado Private Occupational Schools Board convened at the Auraria Higher Education Campus, Tivoli Student Center, Room 320, 900 Auraria Parkway, Denver, CO 80204. Jerry Sirbu, Chair called the meeting to order at 9:37 A.M. and greeted guests. The Board members, Division staff and guests were introduced. Board roll call was taken. A quorum and a two-thirds majority of the Board were present.

Board Members Present:

Jerry Sirbu, Chair	Lisa Bennison Noll, Vice Chair	Robert Martin
Buddy Douglass	Tom Narvaez	Winnifred Rovig
Karen Hall		

Division Staff Present:

Jim Parker, Director	Georgia Roberts, Deputy Director
Renee Belisle, Program Specialist	Bernadette Esquibel, Program Specialist
Voni Oerman, Program Specialist	Karla Viteri, Program Specialist
Loretta Perez, Administrative Assistant	

Board Counsel Present:

Lorna Candler, Assistant Attorney General, Office of the Colorado Attorney General

Guests Present:

John Keim, FORTIS Institute Online – Englewood  
Stephanie Romano, FORTIS Institute Online – Englewood  
Anthony J. Sylvester, ABC Bartending School – Denver  
Sue Anderson, Pima Medical Institute – Denver  
Amy Brown, Pima Medical Institute – Denver  
Audrey Moran, Higher Elevation Healing Arts School - Edwards  
D. DiFelice, New America College – Denver  
Chloe Curtis, Oriental Healing Arts Institute – Centennial  
Tammy Giles, Achievement Real Estate Academy – Westminster  
Craig Cook, New America College – Denver  
Gus Escamilla, Greenway University – Denver  
Tom Ryan, Greenway University – Denver  
Janet Fuenmayor, Jante' International Skin Care Institute – Denver  
Ed Fronheiser, Colorado Real Estate School – Denver  
Amady Hargett, Colorado School of Dental Assisting – Broomfield  
Alyssa Fosler, College of International Esthetics, Inc. – Arvada  
Arlene Malay, College of International Esthetics, Inc. – Arvada  
Hillary Hilliard, Denver Integrative Massage School, Inc. – Denver  
Pam Mills, Denver School of Hypnotherapy – Aurora  
Jim Crossey, Colorado Outdoor Adventure Guide School – Victor  
Jeff Miner, Colorado Outdoor Adventure Guide School – Victor

Theresa Miner, Colorado Outdoor Adventure Guide School – Victor  
Lisa Miller, Regency Beauty Institute – Corporate Office, MN  
Aaron Smith, unaffiliated

**Approval of the December 7, 2010 Board Meeting Minutes:**

The Board reviewed the meeting minutes of December 7, 2010. Mr. Narvaez motioned for approval of the minutes as read. The motion was seconded and passed.

**Approval of the December 7, 2010 Board Meeting Executive Session Minutes:**

The Board reviewed the Executive Session meeting minutes of December 7, 2010. Ms. Bennison Noll motioned for approval of the minutes as read. The motion was seconded and passed.

**Approval of the January 6, 2011 Interim Board Meeting Minutes:**

The Board reviewed the Interim Board meeting minutes January 6, 2011. Ms. Bennison Noll motioned for approval of the minutes as read. The motion was seconded and passed.

**Additions / Changes to the Agenda:**

Director Parker reported an addition to the agenda: Under section "A" - Consideration of Approval of Provisional Certificate of Approval, number "3" Higher Elevation Healing Arts School, LLC, Edwards, a new school with one "Stand Alone Course Approval Form" was added.

Director Parker also reported the following two changes to the agenda: Under section "C" - Consideration of Renewal of Certificate of Approval, number "2" concerning Command Cuts Academy of Barbering, Centennial. This matter is tabled until the February 2011 Board meeting. Also, under section "D" - Consideration of Approval Programs/Stand Alone Courses, number "7" regarding Colorado Institute of Massage Therapy, Colorado Springs was removed from the agenda.

**Staff and Director Report:**

Staff reported that all contingency approvals concerning the meeting of January 25, 2011, Board actions have been met; recorded; and are on file.

Director Parker, the Board and Division publically presented to the Pima Medical Institute and its owner a recognition award in special appreciation for the School's extraordinary efforts in providing train-out opportunities to a number of students whose schools had unexpectedly closed.

**New Business /Action Items:**

**A. Consideration of Approval of Provisional Certificate of Approval**

## **1. FORTIS Institute Online - Englewood**

Program Specialist Belisle brought to the Board's attention for consideration, FORTIS Institution Online - Englewood, a new school with eleven proposed programs: (1) Criminal Justice/Homeland Security – Associate of Applied Science; (2) Digital Graphic Design – Associate of Applied Science; (3) Entrepreneurship – Associated of Applies Science; (4) Hospitality Management – Associate of Applied Science; (5) Internet Marking – Associate of Applied Science; (6) Medical Administrative Assistant – Associate of Applied Science; (7) Medical Billing and Coding – Associate of Applied Science; (8) Business Management – Associate of Applies Science; (9) Business Management – Accounting – Associate of Applied Science; (10) Business Management – Human Resources – Associate of Applied Science; and (11) Computer Support Specialist – Associate of Applied Science. School representatives were present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required bond in the amount of \$55,500; that the school submitted a bond in the amount of \$55,500; 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 in a combined motion, moved that a Provisional Certificate of Approval be granted to FORTIS Institute Online, 6455 S. Yosemite Street, 4<sup>th</sup> Floor, Englewood, CO 80111 for the period beginning January 25, 2011, ending June 30, 2012, and that the programs before the Board be approved, contingent upon a correction being made as discussed. The motion was seconded and unanimously passed. The combined motion was seconded and unanimously passed.

## **2. Higher Elevation Healing Arts School, LLC - Edwards**

Program Specialist Viteri brought to the Board's attention for consideration, Higher Elevation Healing Arts School, LLC, Edwards, a new school with one new program and seven new stand alone courses. The program is: (1) Professional Massage Therapist Training. The stand alone courses are: (1) Advance Hand and Arm Massage; (2) Advanced Hip and Lower Back Massage; (3) Advanced Neck Massage; (4) Advance Shoulder Massage; (5) Hot Poultrice Massage (6) Hot Stone Massage; and (7) Advance Kinesiology and Pathology for M.T.s. A school representative was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required minimum bond in the amount of \$43,920; that the school submitted a bond in the amount of \$45,000; 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, Ms. Rovig in a combined motion, moved that a Provisional Certificate of Approval be granted to Higher Elevation Healing Arts School, LLC, 210 Edwards Village Blvd., Unit D-109, Edwards, CO 81632 for the period beginning January 25, 2011, and ending June 30, 2012 and that the new program and stand alone courses before the Board be approved. The combined motion was seconded and unanimously passed.

## **B. Consideration of Renewal of Certificate of Approval**

### **1. New America College - Niagara**

Program Specialist Esquibel brought to the Board's attention for consideration of renewal New America College, Denver. School representatives were present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required minimum surety level in the amount of \$27,500; that the school submitted a certificate of deposit in the amount of \$45,000; 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 that the Standard Certificate of Approval be granted to Antoine New America College - Niagara, 925 S. Niagara Street, Suite 140, Denver, CO 80224, for the period beginning July 1, 2011 and ending June 30, 2014. The motion was seconded and unanimously passed.

## **2. The Denver School of Hypnotherapy - Aurora**

Program Specialist Belisle brought to the Board's attention for consideration of renewal The Denver School of Hypnotherapy, Aurora. A school representative was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required minimum bond in the amount of \$12,350; that the school submitted a bond in the amount of \$20,000; 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 that the Standard Certificate of Approval be granted to The Denver School of Hypnotherapy, 1450 S. Havana, Suite 308, Aurora, CO 80012, for the period beginning July 1, 2011 and ending June 30, 2014. The motion was seconded and unanimously passed.

## **3. Achievement Real Estate Academy - Westminster**

Program Specialist Belisle brought to the Board's attention for consideration of renewal The Achievement Real Estate Academy, Westminster. A school representative was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required minimum surety level in the amount of \$5,000; that the school submitted a bond in the amount of \$25,000; 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. Narvaez moved that the Standard Certificate of Approval be granted to Achievement Real Estate Academy, 11859 Pecos Street, Suite 200, Westminster, CO 80234, for the period beginning July 1, 2011 and ending June 30, 2014. The motion was seconded and unanimously passed.

## **4. Jante' International Skin Care Institute - Denver**

Program Specialist Oerman brought to the Board's attention for consideration of renewal Jante' International Skin Care Institute, Denver. A school representative was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required minimum surety level in the amount of \$6,150; that the school submitted a savings account in the amount of \$7,000; 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 that the Standard Certificate of Approval be granted to Jante' International Skin Care Institute, 269 S. Downing Street, Denver, CO 80209, for the period beginning July 1, 2011 and ending June 30, 2014. The motion was seconded and unanimously passed.

#### **5. LeaderQuest Holdings – Colorado Springs**

Program Specialist Oerman brought to the Board's attention for consideration of renewal LeaderQuest Holdings, Colorado Springs. A school representative was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required minimum bond in the amount of \$90,000; that the school submitted a bond in the amount of \$160,000; 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, Ms. Bennison Noll moved that the Standard Certificate of Approval be granted to LeaderQuest Holdings, 2790 N. Academy Blvd., Suite 238, Colorado Springs 80917, beginning July 1, 2011 and ending June 30, 2014. The motion was seconded and unanimously passed.

#### **6. Oriental Healing Arts Institute – Centennial**

Program Specialist Oerman brought to the Board's attention for consideration of renewal Oriental Healing Arts Institute, Centennial. A school representative was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required surety level in the amount of \$5,000; that the school submitted a savings account in the amount of \$7,561.22; 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 that the Standard Certificate of Approval be granted to Oriental Healing Arts Institute 7700 E. Arapahoe Road, Suite 1200, Centennial, CO 80112, beginning July 1, 2011 and ending June 30, 2014. The motion was seconded and unanimously passed

### **C. Consideration of Renewal of Certificate of Approval with Program/Courses**

#### **1. Colorado Real Estate School - Denver**

Program Specialist Esquibel brought to the Board's attention for consideration of renewal Colorado Real Estate School, Denver, with one new stand alone course, Ethics. A school representative was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required minimum bond in the amount of \$27,569.75; that the school submitted a bond in the amount of \$40,000; 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, Ms. Bennison Noll moved that the Standard Certificate of Approval be granted to Colorado Real Estate School, 925 S. Niagara Street, Suite 240, Denver, CO 80224, for the period beginning July 1, 2011 and ending June 30, 2014, and the above-referenced course be approved effective January 25, 2011. The combined motion was seconded and unanimously passed.

## **2. Greenway University – Denver**

Program Specialist Oerman brought to the Board's attention for consideration of renewal Greenway University, Denver with ten new stand alone courses: (1) History of Hemp; (2) Basics of Cannabis Constituents; (3) Cannabis Therapeutics; (4) Cannabis Tinctures; (5) Cannabis Infused Oils and Salves; (6) Medicine Making Lab; (7) Bookkeeping for MJM; (8) Continuing Legal Education (CLE) – GU 114; (9) Budtending 101 Course – GU 115; and (10) Finding Financing Fast – GU 116. School representatives were present. Upon determining that the school is in compliance with the required bond in the amount of \$18,165; that the school submitted a bond in the amount of \$22,000; 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. Narvaez moved that the Standard Certificate of Approval be granted to Greenway University, 405 S. Platte River Drive, Denver, CO 80223, for the period beginning July 1, 2011 and ending June 30, 2014, and the above-referenced courses be approved effective January 25, 2011, contingent upon a correction being made as discussed. The motion was seconded and unanimously passed.

### **D. Consideration of Approval Programs/Stand Alone Courses**

#### **1. College of International Esthetics, Inc. - Arvada**

Program Specialist Esquibel brought to the Board's attention for review and consideration one new stand alone course, Phase one: Basics, Editorial, and Advance Makeup, proposed by College of International Esthetics, Inc., Arvada. School representatives were present. Based upon the Board having determined that the above-referenced course College of International Esthetics, Inc., Arvada, CO 80002 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 course effective January 25, 2011, contingent upon a correction being made as discussed. The motion was seconded and unanimously passed.

#### **2. Beauty Institute and Spa of Littleton - Littleton**

Program Specialist Esquibel brought to the Board's attention for review and consideration one new program, Barber, proposed by Beauty Institute and Spa of Littleton, Littleton. School representatives were not available. Based upon the Board having determined that the above-referenced program Beauty Institute and Spa of Littleton, 5624 S. Prince Street, Littleton, CO 80120 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, Ms. Rovig moved to approve the above-referenced new program effective January 25, 2011. The combined motion was seconded and unanimously passed.

#### **3. Denver Integrative Massage School, Inc. - Denver**

Program Specialist Esquibel brought to the Board's attention for review and consideration three new stand alone courses: (1) Introduction to Thai Yoga Massage; (2) Asian Energy Theory & Techniques; and (3) Thai Massage for the Table, proposed by Denver Integrative Massage School, Inc., Denver. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced courses for Denver Integrative Massage School, Inc., 2416 W. 32<sup>nd</sup> Avenue, 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 with the Division's minimum requirements, Mr. Martin moved to approve the above-referenced new courses effective January 25, 2011. The combined motion was seconded and unanimously passed.

#### **4. Faceology & Layers, Inc. – Glenwood Springs**

Program Specialist Esquibel brought to the Board's attention for review and consideration two new programs: (1) Cosmetologists; and (2) Manicurist, proposed by Faceology & Layer, Inc., Glenwood Springs. No school representative was available. Mr. Martin moved to table this matter until a future date when a representative will be available. The combined motion was seconded and unanimously passed.

#### **5. The CE Shop, Inc. – Fargo, ND**

Program Specialist Esquibel brought to the Board's attention for review and consideration one new stand alone course, Colorado 2011 Commission update, proposed by The CE Shop, Inc., Fargo, ND. No school representative was available. Based upon the Board having determined that the above-referenced course for The CE Shop, Inc., 23 Broadway N., Suite 300, Fargo, ND 58102 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. Narvaez moved to approve the above-referenced new course effective January 25, 2011. The motion was seconded and unanimously passed.

#### **6. International Wine Guild - Denver**

Program Specialist Belisle brought to the Board's attention for review and consideration two new stand alone courses: (1) Guild Spirits Certification Seminar; and (2) Guild Sake' Certification Seminar, proposed by International Wine Guild, Denver. No school representative was available. Based upon the Board having determined that the above-referenced courses for International Wine Guild, 1201 5<sup>th</sup> Street, Denver, CO 80217 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 courses effective January 25, 2011. The combined motion was seconded and unanimously passed.

#### **7. Colorado School of Dental Assisting – Broomfield**

Program Specialist Oerman brought to the Board's attention for review and consideration one new stand alone course, Expanded Duty Dental Assisting Course, proposed by Colorado

School of Dental Assisting, Broomfield. A school representative was present. Based upon the Board having determined that the above-referenced course for Colorado School of Dental Assisting, Broomfield, CO 80424 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 course effective January 25, 2011. The motion was seconded and unanimously passed.

## **A. Student Complaints/Matters of Non Compliance/Legal Action**

### **1. Exquisite College of Health & Beauty - Littleton**

Director Parker and the Board's legal counsel provided the Board with a Stipulation Agreement and Final Order for Exquisite College of Health & Beauty, Littleton, which has been agreed to and signed by the school owner. The Director also reported that all fines ordered by the Board have now been paid. Mr. Douglass motioned for the Board to accept the signed Stipulation and Final Agency Order, in resolution of the compliance matter. The motion was seconded and unanimously passed.

### **2. ABC Bartending School - Denver**

The Board indicated it would like to consult with its legal counsel before further determining an appropriate action. Mr. Sirbu called for a motion to convene into executive session pursuant to §24-6-402(3) (a)(II), C.R.S., for the purpose of conferring with the Board's attorney regarding legal options available concerning ABC Bartending School and a separate matter concerning Colorado Outdoor Adventure Guide School (COAGS). Mr. Sirbu stated that the executive session would be so the Board may receive legal advice on specific questions related thereto, and pursuant to §24-6-402(3)(a)(III); and to discuss personnel data required to be kept confidential pursuant to section §12-59-105.4. Ms. Rovig so motioned; Mr. Douglass seconded; and the motion to convene into Executive Session was unanimously passed. The regular public board meeting recorder was turned off, and the Board of Private Occupational Schools convened into executive session at 10:46 A.M. for the purposes described above as requiring confidentiality. No member of the general public was present. The executive session recorder was turned on.

Executive session having concluded, the public session of the Board meeting reconvened at 11:26 A.M. The executive session recorder was stopped and the regular public meeting recorder was turned on.

The Board took the matter of non-compliance concerning ABC Bartending School, Denver, which previously had been tabled, first. A school representative was present. After due deliberation and discussion, Mr. Douglass, noting that any further delay of Board action could be detrimental to the rights and interests of its students and other consumers, motioned for the Board to seek revocation of the school's certificate of approval to operate, based upon a reasonable belief that the school has violated statute and Board Rule, as set forth in the Notice of Noncompliance. Mr. Douglass included in this motion that the Board in so finding refers the matter to the Attorney General's office to file a Notice of Charges



with the Administrative Court to commence a hearing on the revocation. The combined motion was seconded and unanimously passed.

### **3. Colorado Outdoor Adventure Guide School ("COAGS") - Victor**

The Board considered the Change of Ownership and Change of Location applications for the Colorado Outdoor Adventure Guide School, Victor. School representatives/prospective owners were present. Director Parker reported a compliance matter in respect to an active administrative investigation, by another state agency, concerning the School's current agent/prospective new owner. After due deliberation and discussion concerning the applications before the Board and the compliance concern brought forth by the Division, Mr. Douglass motioned to deny at this time the change of location and the change of ownership applications submitted by Colorado Outdoor Adventure Guide School (COAGS), finding that there was insufficient information provided in the applications including, but not limited to a showing of financial stability, a property lease agreement, and the like. In addition, Mr. Douglass motioned that the School should be given a brief, but reasonable time to respond to an issued Notice of Noncompliance; and that the School is directed to continue to not enroll any students, until the pending compliance matter is resolved. The combined motion was seconded by Mr. Narvaez and unanimously passed.

#### **Other Business:**

Director Parker announced that the Colorado Department of Higher Education has a new Executive Director, Lt. Governor Joseph A. Garcia.

#### **Adjournment:**

Having no further business, Mr. Narvaez moved for adjournment. The motion was seconded and passed. The Board meeting adjourned at 12:26P.M.

The next regularly scheduled meeting of the Board is Tuesday, February 22, 2011, 9:30 A.M. and will be held at:

Auraria Higher Education Campus  
Tivoli Student Center, Room 320  
900 Auraria Parkway, Denver, CO 80204