

**BOARD OF PRIVATE OCCUPATIONAL SCHOOLS
BOARD MEETING**

June 24, 2008 9:30 A.M.

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

Chair Jerry Sirbu called the meeting to order at 9:38 A.M. and greeted guests. The Board members, Division staff and guests were introduced. Board roll call was taken and a quorum was present.

Board Members Present:

Jerry Sirbu, Chair	Robert Martin, Vice Chair	Lisa Bennison Noll
Tom Twardowski	Buddy Douglass	Winnifred Rovig

Board Members Absent: Tom Narvaez

Division Staff Present:

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

Board Counsel Present:

Monica Aldridge, Assistant Attorney General, Office of the Colorado Attorney General

Guests Present:

Reo Leslie, The Colorado School for Family Therapy - Aurora
Dianne Torbeck, Dental Assisting Training Academy – Littleton
Joan Brett, Culinary School of the Rockies - Boulder
Michael R. Scott, Culinary School of the Rockies – Boulder
Syed Qadri, Accent Learning Systems, Inc. – Aurora
Alex Knecht, American School of Dental Assisting – Ft. Collins
Shari Golightly, Entanglements Training Center – Greeley
Terri Highland, Stillwater College, Denver and Lakewood
Mary Starkey, Starkey International Institute for Household Management – Denver
Daniel Gerash, Starkey International Institute for Household Management – Denver
Karen Hall, Cuttin' Up Beauty Academy - Denver

Approval of the May 27, 2008 Minutes:

The Board reviewed the Minutes of the May 27, 2008 meeting. Mr. Douglas motioned for approval, noting a date appeared to need correction (later determined to need none). The motion was seconded and passed.

Approval of the June 2, 2008 Minutes:

The Board reviewed the Minutes of the June 22, 2008 interim teleconference call meeting. Mr. Martin motioned for approval of the minutes as read. The motion was seconded and passed.

Changes / Additions to the Agenda:

There were no changes or additions to the agenda

Staff Report:

Staff reported that all contingencies have been met, recorded and are on file.

Special Presentation:

Chair Mr. Sirbu on behalf of the Board and Division recognized the eleven years service of outgoing Board member, Tom Twardowski. Mr. Twardowski was honored with a plaque and framed congratulatory letter from Governor Bill Ritter.

New Business Action Items:

A. Consideration of Approval of Standard Certificate of Approval

1. Accent Learning Systems - Aurora

Program Specialist Oerman brought to the Board's attention for consideration of renewal Accent Learning Systems, Inc., Aurora. School representative Syed Qadri 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 \$16,990; that the school has complied and submitted a bond in the amount of \$35,000; and that Accent Learning Systems, Inc., 1450 South Havana, Suite 232, Aurora, CO 80012 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.

2. Colorado Contemporary Music College - Ft. Collins

Program Specialist Oerman brought to the Board's attention for consideration of renewal Colorado Contemporary Music College, Ft. Collins. 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 \$7,000.02; that the school has complied and submitted a bond and a savings account in the amount of \$7,500 (\$5,000 bond, \$2,500 savings account); and that Colorado Contemporary Music College, 215 West Magnolia, Suite 200, Ft. Collins, CO 80521 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.

3. Entanglements Training Center - Greeley

Program Specialist Oerman brought to the Board's attention for consideration of renewal Entanglements Training Center, Greeley. School representative Shari Golightly 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 \$9,720; that the school has complied and submitted a bond in the amount of \$10,000; and that Entanglements Training Center, 1275 58th Avenue, Suite B, Greeley, CO 80634 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. Glenwood Beauty Academy – Glenwood Springs

Program Specialist Belisle brought to the Board's attention for consideration of renewal Glenwood Beauty Academy, Glenwood Springs. A school representative was available by telephone. Board member Winnifred Rovig recused herself from the Board discussion and voting, having once been the school's owner. 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 \$17,999; that the school has complied and submitted a bond in the amount of \$40,000; and that Glenwood Beauty Academy, 51241 HWY 6 & 24 #1, Glenwood Springs, CO 81601 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.

B. Consideration of Approval of Provisional Certificate of Approval

1. American School of Dental Assisting – Ft. Collins

Program Specialist Esquibel brought to the Board's attention for consideration, American School of Dental Assisting, Ft. Collins as a new school with one program: Dental Assisting. School representative Alex Knecht was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required bond amount of \$5,250; that the school submitted a certificate of deposit in the amount of \$5,250; 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 American School of Dental Assisting, 373 West Drake, Ft. Collins, CO 80526 for the period beginning July 1, 2008 and ending June 30, 2010, and that the program before the Board be approved. The combined motion was seconded and unanimously passed.

2. Bartending Academy – Colorado Springs

Program Specialist Oerman brought to the Board's attention for consideration, Bartending Academy, Colorado Springs as a new school with one stand alone course: Bartending Hands-On Training. A school representative was available by telephone. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required bond amount of \$1,794; that the school submitted a bond in the amount of \$10,000; 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 in a combined motion, moved that a Provisional Certificate of Approval be granted to Bartending Academy, 6551 North Academy Blvd., Colorado Springs, CO 80918 for the period beginning July 1, 2008 and ending June 30, 2010 and that the stand alone course be approved as presented. The combined motion was seconded and unanimously passed.

3. **Josh Lyons, LLC - Parachute**

Program Specialist Oerman brought to the Board's attention for consideration, Josh Lyons, LLC, Parachute as a new school with one program: John & Josh Lyons Certification Program. A school representative was available by telephone. After initial Board discussion, Mr. Martin moved to table further consideration until additional information was available concerning a bank letter of credit and other matters. The motion to table was seconded and unanimously passed.

4. **Stillwater College – Denver and Lakewood**

Program Specialist Oerman brought to the Board's attention for consideration, Stillwater College, Denver and Stillwater College, Lakewood, as a new school with two locations, each seeking to offer the same six programs: Medical Assistant; Phlebotomy Technician; Pharmacy Technician; Massage Therapy; Personal Care Provider and Dental Assisting. School representative Terri Highland was present. It was the will of the Board to consider both school locations and programs together.

The school satisfied the Board's inquiry. Upon determining that the Denver and Lakewood locations are in compliance with the required bond amount of \$5,000 each; that the school submitted a letter of credit in the amount of \$10,000 (umbrella bond covering two campuses); 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 Provisional Certificates of Approval be granted to Stillwater College, 1582 South Parker Road, Suite 202, Denver, CO 80231 and to 1455 Ammon Street, Suite 203, Lakewood, CO 80214, each for the period beginning July 1, 2008 and ending June 30, 2010, and further moved that the programs before the Board be approved, contingent upon the discussed corrections being made. The combined motion was seconded and unanimously passed.

5. **Dental Assistant Training Academy - Littleton**

Program Specialist Belisle brought to the Board's attention for consideration, Dental Assistant Training Academy, Littleton as a new school with one program: Dental Assisting. School representative Dianne Torbeck was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required bond amount of \$23,300; that the school submitted a bond in the amount of \$23,300; 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 in a separate

motion, first moved that a Provisional Certificate of Approval be granted to Dental Assistant Training Academy, 7261 South Broadway, Littleton, CO 80544 for the period beginning July 1, 2008 and ending June 30, 2010, and then moved that the program before the Board be approved. The motions were seconded and unanimously passed.

6. MJM Institute of Cosmetology – Grand Junction

Program Specialist Belisle brought to the Board's attention for consideration, MJM Institute of Cosmetology, Grand Junction as a new school with five programs and five stand alone courses. The new programs are: Cosmetology; Manicurist; Esthetician Program; Hairstylist; and Barber. The stand alone courses are: Permanent Make-Up; Microdermabrasion; Electric File Certification; Advanced Peels; and Waxing for Manicurist. A school representative was not available. However, upon determining that the school is in compliance with the required bond amount of \$5,500; that the school submitted a bond in the amount of \$10,000; 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 in a combined motion, moved that a Provisional Certificate of Approval be granted to MJM Institute of Cosmetology, 533 Bogart Lane, Unit A & B, Grand Junction, CO 81505 for the period beginning July 1, 2008 and ending June 30, 2010, and that the programs and courses before the Board be approved, contingent upon the discussed corrections being made. The combined motion was seconded and unanimously passed.

C. Consideration of Approval of Programs / Courses

1. Culinary School of the Rockies - Boulder

Program Specialist Esquibel brought to the Board's attention for review and consideration one new program: Pastry Arts – Extended Program proposed by Culinary School of the Rockies, Boulder. School representatives Joan Brett and Michael R. Scott were present. Based upon the Board having determined that the above-referenced new program for Culinary School of the Rockies, 637 South Broadway, Suite H, 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. Martin moved to approve the above referenced new program effective June 24, 2008, contingent upon the discussed correction being made. The motion was seconded and unanimously passed.

2. Real Estate College of Colorado - Durango

Program Specialist Oerman brought to the Board's attention for review and consideration two new courses: Mortgage 101; and Section 1031 Tax Deferred Exchanges (Advanced) proposed by Real Estate College of Colorado, Durango. A school representative was available by telephone. Based upon the Board having determined that the above-referenced new courses for Real Estate College of Colorado, 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, Ms. Bennison Noll moved to approve the above referenced new courses effective June 24, 2008. The motion was seconded and unanimously passed.

3. Real Estate College of Colorado - Pueblo

Program Specialist Oerman brought to the Board's attention for review and consideration one new course: Mortgage 101 proposed by Real Estate College of Colorado, Pueblo. A school representative was available by telephone. Based upon the Board having determined that the above-referenced new course for Real Estate College of Colorado, 2927 High Street, Pueblo, CO 81008 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. Bennison Noll moved to approve the above referenced new course effective June 24, 2008. The motion was seconded and unanimously passed.

4. The Colorado School for Family Therapy - Aurora

Program Specialist Belisle brought to the Board's attention for review and consideration one revised program: Child and Family Investigations, 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 revised 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 with the Division's minimum requirements, Mr. Twardowski moved to approve the above referenced revised program effective June 24, 2008. The combined motion was seconded and unanimously passed.

D. Consideration of Approval of Out of State Schools

1. **Lincoln College of Technology – FL**
2. **McKissock – PA**
3. **ProSchools, Inc. – OR**
4. **World Wide College of Auctioneering – IA**

Program Specialist Belisle brought to the Board's attention for review and consideration of approval to operate, the above listed four out-of-state schools. 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. Martin moved to approve all four schools, to operate as out-of-state schools, each effective July 1, 2008 and ending June 30, 2009. The combined motion was seconded and unanimously passed.

E. Notification of School Closings

The Board was notified of the following school closures and that student records had been secured by Division staff:

1. **DATS/Academy School of Dental Assisting – Colorado Springs**
2. **I-to-I, Inc. – Denver**
3. **Misers Inspection and Training, Inc. – Englewood**
4. **Nueva Imagen Beauty School – Aurora**
5. **Oxford College of Health and Medical Sciences - Aurora**

F. Other

1. **Aveda Rocky Mountain Services - Denver**

The Division brought before the Board an appeal by the Aveda Rocky Mountain Services, Denver, to a Division determination that the business is a private occupational school within the meaning of the statute and does not at this time appear to be statutorily exempt from regulation. No school representative was available. Mr. Twardowski motioned to uphold the Division's determination that the entity meets the statutory definition of a private occupational school; is therefore subject to regulatory compliance, but that the Board would entertain a request to reconsider its decision should the school provide to the Board, through the Division, within twenty calendar days additional documentation showing it meets a statutorily expressed exemption. The motion was seconded and passed.

G. Student Complaints/Matters of Noncompliance/Legal Action

1. **Starkey International Institute for Household Management – Denver**

The Division brought before the Board for its consideration and determination, three individual complaints filed by former students, identified only as A.M, N.M. and D.D. The Board reviewed the matters. After due discussion and deliberation, Mr. Twardowski moved in a combined motion that in respect to the complaints filed by A.M. and N.M. and their respective claims the Board finds through the available evidence that no violation of a minimum standard as defined by statute has been sufficiently demonstrated, such that the complaints are dismissed and the matters are administratively closed. The combined motions were seconded and unanimously passed.

In respect to the complaint of D.D., Ms. Bennison Noll moved that the Board having determined that there is no further administrative remedy available to D.D. other than that already received, the complaint is dismissed and the matter is administratively closed. The motion was seconded and unanimously passed.

The Division also brought before the Board's attention the recent judicial disposition of criminal charges which had been brought against the school owner by a former student (not a Complainant, here). The Board reviewed the matter and after due discussion and deliberation about whether the totality of the circumstances gives rise to a violation of a minimum standard in respect to the protection of the health and safety of students, Mr. Martin moved that in recognition of the judicial disposition (two year deferred judgment with conditions) entered upon a guilty plea by the owner to one count of misdemeanor

assault; the school's long history of successfully operating without similar incidents having been raised; that the student involved in the incident giving rise to the criminal plea did not file an administrative complainant; and that the terms and conditions of the judicial disposition extend, in the Board's assessment, beyond what it could administratively impose upon the school to ensure future compliance and protection of the health and safety of students, moved to close the matter with no further action being taken at this time. The motion was seconded and approved unanimously.

H. Adjournment

Having no further business, Mr. Twardowski moved for adjournment. The motion was seconded and passed. The Board meeting adjourned at 11:53 A.M.

The next regularly scheduled meeting of the Board is Tuesday, July 22, 2008, 9:30 A.M. at its new meeting location of:

Division of Private Occupational Schools,
1560 Broadway, Suite 1250,
Denver, CO 80202
Telephone: (303) 866-2723