

**BOARD OF PRIVATE OCCUPATIONAL SCHOOLS
BOARD MEETING**

October 26, 2010 9:30 A.M.

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

Jerry Sirbu, Acting Chair called the meeting to order at 9:41 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	Buddy Douglass	Karen Hall
Tom Narvaez		

Board Members Absent:

Robert Martin, Chair	Lisa Bennison Noll, Vice Chair	Winnifred Rovig
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Division Staff Present:

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

Division Staff Absent:

Voni Oerman, Program Specialist

Board Counsel Present:

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

Guests Present:

Jennifer Overbey, The Real Estate School - Boulder
Erla Trujillo, Beauty Mark - Arvada
Janet Perry, U.S. Career Institute – Fort Collins
Trish Bowen, U.S. Career Institute – Fort Collins
Eric Haney, CDL College, LLC. - Aurora
Victoria Peterson, College of International Esthetics – Arvada

Approval of the August 24, 2010 Board Meeting Minutes:

The Board reviewed the Minutes of September 28, 2010 Meeting. Mr. Douglass motioned for approval of the minutes as read. The motion was seconded and passed.

Additions / Changes to the Agenda:

There were no changes or additions to the agenda. Corrected handouts were given.

Staff and Director Report:

There were no contingency approval reports by Division staff. Director Parker provided the Board with agenda packets for the Board's upcoming Annual Planning Meeting.

New Business /Action Items:

A. Consideration of Approval of Provisional Certificate of Approval

1. Beauty Mark - Arvada

Program Specialist Viteri brought to the Board's attention for consideration, Beauty Mark, Arvada, a new school with one proposed stand alone course: Permanent Make-up. A school representative was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required bond in the minimum amount of \$5,000; 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, Ms. Hall in a combined motion, moved that a Provisional Certificate of Approval be granted to Beauty Mark, 5545 W 56th Avenue, Unit 1, Suite 205, Arvada, CO 80003 for the period beginning October 26, 2010, ending June 30, 2012, and that the course before the Board be approved, contingent on the discussed matter be corrected. The combined, contingent motion was seconded and unanimously passed.

B. Consideration of Approval Programs/Stand Alone Courses

1. The Real Estate School - Boulder

Program Specialist Viteri brought to the Board's attention for review and consideration six new stand alone courses: (1) 73 ½ Ways to Improve Writing a Residential Contract – 6 hours; (2) 73 ½ Ways to Improve Writing a Residential Contract – 4 hours; (3) Cracking the Credit Code: The Key to Buyer Recovery – 6 hours; (4) Cracking the Credit Code: The Key to Buyer Recovery – 4 hours; (5) Code of Ethics; and (6) Build Green, Build Smart, proposed by The Real Estate School, Boulder. A school representative was present. Based upon the Board having determined that the above-referenced courses for The 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. Narvaez moved to approve the above-referenced new courses effective October 26, 2010. The combined motion was seconded and unanimously passed.

2. U.S. Career Institute – Fort Collins

Program Specialist Viteri brought to the Board's attention for review and consideration one new program, Physical Therapy Aide Program, proposed by U.S. Career Institute, Fort Collins. School representatives were present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced program for U.S. Career Institute, 2001 Lowe Street, Fort 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 with the Division's minimum requirements, Mr. Douglass moved to approve the above-referenced new program effective October 26, 2010, contingent upon the discussed corrections being made. The motion was seconded and unanimously passed.

3. CDL College, LLC - Aurora

Program Specialist Viteri brought to the Board's attention for review and consideration two programs and three new stand alone courses. The programs are: (1) Entry Level Commercial Motor Vehicle-Class B, with or without passenger; and (2) Entry Level Commercial Motor Vehicle-Local. The three new stand alone courses are: (1) Pay as you go-One-on-One Training CDL B; (2) Pay as you go-One-on-One Training CDL B with passenger endorsement; and (3) Pay as you go-One-on-One Training-CDL A Tractor Trailer, proposed by CDL College, LLC, Aurora. A school representative was present. Based upon the Board having determined that the above-referenced programs and courses for CDL College, LLC, 14800 Smith Road, 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. Narvaez moved to approve the above-referenced new programs and courses effective October 26, 2010, contingent upon the discussed corrections being made. The motion was seconded and unanimously passed.

4. Accent Learning System, Inc. - Arvada

Program Specialist Viteri brought to the Board's attention for review and consideration one new stand alone course. No school representative was available. Following the Board's initial inquiry and discussion concerning the stand alone course, Mr. Douglass moved that this matter concerning Accent Learning Systems, Inc., 1450 S. Havana, Suite 232, Aurora, CO 80012, be tabled until a later date when a school representative is available. The motion was seconded and unanimously passed.

5. College of International Esthetics, Inc. - Arvada

Program Specialist Esquibel brought to the Board's attention for review and consideration one new stand alone course, Clinical Oncology Esthetics (COE) Training, proposed by College of International Esthetics, Inc., Arvada. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced course for College of International Esthetics, Inc., 7330 W. 52nd Avenue, Suite T, 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, Ms. Hall moved to approve the above-referenced new course effective October 26, 2010, contingent upon the discussed corrections being made. The motion was seconded and unanimously passed.

6. The CE Shop, Inc. - Fargo, ND

Program Specialist Esquibel brought to the Board's attention for review and consideration one new stand alone course, Certified Short Sales Agent, 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. Douglass moved to approve the above-referenced new course effective October 26, 2010. The motion was seconded and unanimously passed.

7. American Real Estate College - Wheatridge

Program Specialist Belisle brought to the Board's attention for review and consideration one new stand alone course, Real Estate Contracts, proposed by American Real Estate College, Wheatridge. No school representative was available. Based upon the Board having determined that the above-referenced course for American Real Estate College, 7651 W. 41st Avenue, Wheatridge, CO 80033 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 October 26, 2010. The motion was seconded and unanimously passed.

C. Student Complaints/Matters of Non Compliance/Legal Action

1. Exquisite College of Health & Beauty - Littleton

Deputy Director Roberts and Board Counsel, Assistant Attorney General Candler from the Office of the Colorado Attorney General updated the Board regarding a current matter of non-compliance arising out of an active student complaint filed in respect to Exquisite College of Health & Beauty, Littleton and other related matters. No school representative was available.

Meeting recessed at 10:08 A.M., in response to a building fire alarm.

Meeting reconvened at 10:30 A.M.

After due deliberation and discussion, Mr. Douglass motioned that the Board instruct Director Parker to issue a Notice of Noncompliance to Exquisite College of Health & Beauty, Littleton, pursuant to section §12-59-113, C.R.S., as the Private Occupational Schools Board has determined based upon reasonable belief, that Exquisite College of Health & Beauty, has violated or is violating provisions of Title 12, Article 59, C.R.S., and the Rules and Regulations concerning the Private Occupation Education Act. Mr. Douglass further motioned that should Exquisite College of Health & Beauty, fail to respond within the time frame determined by the Board, that an emergency meeting be called in order to enforce compliance. The combined motion was seconded by Mr. Narvaez and passed unanimously.

Other Business:

Director Parker briefly reported about the upcoming Annual Board Meeting set for November 4, 2010.

Adjournment:

Having no further business, Mr. Narvaez moved for adjournment. The motion was seconded and passed. The Board meeting adjourned at 10:51 A.M.

The next regularly scheduled meeting of the Board is Tuesday, December 7, 2010, 9:30 A.M. and will be held at:

Auraria Higher Education Campus
Tivoli Student Center, Room 640
900 Auraria Parkway, Denver, CO 80204