

# BOARD OF PRIVATE OCCUPATIONAL SCHOOLS

## ANNUAL MEETING AGENDA

November 8, 2012

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### CONVENE

**Location:** Oxford Hotel  
1659 Wazee Street  
Denver, CO 80202  
(303) 628-5567

**Time:** 9:30 A.M. Start

### **Board Roll Call /Quorum:**

Lisa Bennison Noll, J.D., Chair    Thomas Narvaez, Vice-chair    Buddy Douglass  
Winnifred Rovig    Arlene Rae Malay    Jennifer Sprague    Steven W. Steele

### **Business:**

1. Election of Officers
2. Legislation concerning Sunset Review
  - a. Board Mission
  - b. Review or overview of Act
  - c. Review of Board Rules
  - d. Review of Bylaws and Board Policies
3. Board Legal Orientation
  - a. Open Meeting Act
  - b. Conflict of Interest & Board Ethics and Responsibilities
  - c. Board duties and authority
  - d. Executive Session – flowcharts and explanation of required elements
  - e. Flow charts and explanation of legal remedies including the Administrative Procedure Act (APA)
4. Report on Division Activities:
  - a. Student complaint data and review of process for complaints filed against a Board Member's school
  - b. Annual Compliance of Instructor Background Checks
  - c. Reports – pie chart, new schools, closed schools, all DPOS schools & accredited schools
  - d. Unauthorized schools, statutory exemptions granted
  - e. 2012 School Renewal
5. Business Plan & Budget Report
6. Consideration of Background checks for new school owners, sales agents and officers

7. Review bond and savings account requirements
8. Rulemaking considerations
  - a. Define "Externships/Internships": Review of current rules and regulations
  - b. Define/clarify "Apprenticeship"
  - c. Define/clarify prohibited Student aid as inducement
  - d. Add definition of "Acceptable High School Diploma" (identify the issuing source)
  - e. Assessment Fee increase

#### 9. Student Data Graduate Data Reporting

10. New Deceptive Sales and Trade complaint process – who may file and when

11. Other Business

**ADJOURN**