

**BOARD OF PRIVATE OCCUPATIONAL SCHOOLS
BOARD MEETING**

August 24, 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.

Robert Martin, Chair called the meeting to order at 9:40 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:

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

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:

Karen Barela, Culinary School of the Rockies – Boulder
Paul Ryan, Culinary School of the Rockies – Boulder
Nancy Lease, Empire Beauty School – Aurora, Arvada, Lakewood, Littleton, Thornton & Westminster
Louise Wilcox, American Institute College of Health Professions – Denver
Sherry Gohr, American Institute College of Health Professions – Denver
Hillary Hilliard, Denver Integrative Massage School – Denver
Richard Senakula, Heritage College – Denver
Richard Shepard, Heritage College – Denver
Mike Minatta, NTT College of Skilled Trades – Centennial
Leslie White, NTT College of Skilled Trades – Centennial
Janet Mack, Anthem College – Aurora
Charlotte Matsumura, Pranava Yoga Center – Colorado Springs
Mike Matsumura, Pranava Yoga Center – Colorado Springs
Erin Henry, Anthem College – Aurora
Sarah Hayward, American School of Dental Assisting – Denver
Jennifer Overbey, The Real Estate School – Boulder
Frank Trujillo, United States Truck Driving School, Inc. – Wheatridge
Tracy Steers, H & R Block Tax Training Schools – Denver, Boulder, Colorado Springs & Aurora

Approval of the July 27, 2010 Board Meeting Minutes:

The Board reviewed the Minutes of June 27, 2010 Meeting. Ms. Rovig motioned for approval of the minutes as read. The motion was seconded and passed.

Additions / Changes to the Agenda:

The Director reported one change to the Agenda. Under section "B" Consideration of Approval Programs/Stand Alone Courses, item #7 concerning United States Trucking Driving School, Inc., Wheatridge, a corrected form was distributed prior to the meeting substituting the "Program" approval form for a "Stand Alone Course" approval form.

There were no other changes or additions to the agenda.

Staff and Director Report:

Director Parker introduced Karla Viteri, the new Program Specialist. Karla started with DPOS on August 2, 2010.

Staff reported that all contingency approvals concerning last month's Board actions had been met; recorded; and were on file.

New Business /Action Items:

A. Consideration of Approval of Provisional Certificate of Approval

1. American School of Dental Assisting - Denver

Program Specialist Esquibel brought to the Board's attention for consideration, American School of Dental Assisting, Denver, a new school with one proposed program, Dental Assisting. A school representative was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with its calculated surety level in the amount of \$5000; that the school submitted a certificate of deposit 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, Mr. Sirbu in a combined motion, moved that a Provisional Certificate of Approval be granted to American School of Dental Assisting, 1250 S. Parker Road, #102, Denver, CO 80231 for the period beginning August 24, 2010, ending June 30, 2012, and that the program before the Board be approved. The combined motion was seconded and unanimously passed.

2. American Institute College of Health Professions - Denver

Program Specialist Esquibel brought to the Board's attention for consideration, American Institute College of Health Professions, Denver, a new school with one proposed program, Diagnostic Medical Sonography – Cardiac and General Concentration. School representatives were 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 \$44,400; that the school submitted a bond in the amount of \$100,000; 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. Sirbu in a combined motion, moved that a Provisional Certificate of Approval be granted to American Institute College of Health Professions, 210 University Blvd., Suite 210, Denver, CO 80206 for the period beginning August 24, 2010, ending June 30, 2012, and that the program before the Board be approved, contingent upon the discussed corrections being made. The combined motion was seconded and unanimously passed.

3. Denver Integrative Massage School - Denver

Program Specialist Esquibel brought to the Board's attention for consideration, Denver Integrative Massage School, Denver, a new school with two new programs and three new stand alone courses. The programs are: (1) 600-Hours Certified Massage Therapy Program; and (2) 320-Hours Western Therapeutics Program. The stand alone courses are: (1) Level 1: 50-Hours Traditional Thai Bodywork; (2) Level 2: 50-Hours Traditional Thai Bodywork; and (3) Level 3: 80-Hours Traditional Thai Bodywork. 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 \$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, Mr. Douglass in a combined motion, moved that a Provisional Certificate of Approval be granted to Denver Integrative Massage School, 2416 W 32nd Avenue, Denver, CO 80211 for the period beginning August 24, 2010, and ending June 30, 2012 and that the new programs and stand alone courses before the Board be approved, contingent upon the discussed corrections being made. The combined motion was seconded and unanimously passed.

4. H & R Block Tax Training School – Denver 1

See # 9 below

5. H & R Block Tax Training School – Denver 2

See # 9 below

6. H & R Block Tax Training School – Denver 4

See # 9 below

7. H & R Block Tax Training School - Boulder

See # 9 below

8. H & R Block Tax Training School – Colorado Springs

See # 9 below

9. **H & R Block Tax Training Schools – Colorado Complex - Aurora**

Program Specialist Belisle brought to the Board's attention for consideration H & R Block Tax Training School, Denver 1; H & R Block Tax Training School; Denver 2, H & R Block Tax Training School; Denver 4, H & R Block Tax Training School, Boulder; H & R Block Tax Training School, Colorado Springs; and H & R Block Tax Training School, Colorado Complex – Aurora. all new schools with one proposed program, Income Tax Class. It was the will of the Board to consider all of the locations listed above and the program as one combined matter. A school representative was present. The schools at all locations satisfied the Board's inquiry. Upon determining that the H & R Block Tax Training School, Denver 1 is in compliance with the required bond in the amount of \$14,900; that the school submitted a umbrella bond in the amount of \$150,000; that H & R Block Tax Training School, Denver 2 is in compliance with the required bond in the amount of \$16,986; that the school submitted a umbrella bond in the amount of \$150,000; that H & R Block Tax Training School, Denver 4 is in compliance with the required bond in the amount of \$17,433; that the school submitted a umbrella bond in the amount of \$150,000; that H & R Block Tax Training School, Boulder is in compliance with the required bond in the amount of \$13,261; that the school submitted a umbrella bond in the amount of \$150,000; that H & R Block Tax Training School, Colorado Springs is in compliance with the required bond in the amount of \$26,820; and that the school submitted a umbrella bond in the amount of \$150,000; that H & R Block Tax Training School, Colorado Complex, Aurora is in compliance with the required bond in the amount of \$5,000; and that the school submitted a umbrella bond in the amount of \$150,000; and that all of the schools 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 in a combined motion, moved that the Provisional Certificates of Approval be granted to H & R Block Tax Training School, Denver 1, 500 Broadway, Denver, CO 80203; H & R Block Tax Training School, Denver 2, 13693 E. Iliff Avenue, Suite 100, Aurora CO 80014; H & R Block Tax Training School, Denver 4, 6930 S. University Blvd., Unit 110, Centennial, CO 80122; H & R Block Tax Training School, Boulder, 1745 N. Main Street, Suite 7 & 9, Longmont, CO 80501; H & R Block Tax Training School, Colorado Springs, 3988 Palmer Park, Colorado Springs, CO 80909; and H & R Block Tax Training Schools, Colorado Complex, 23940 E. Arizona Pl., Aurora, CO 80018, for the period beginning August 24, 2010 and ending June 30, 2012, and that the program before the Board be approved. The combined motion was seconded and unanimously passed.

10. **Pranava Yoga Center – Colorado Springs**

Program Specialist Viteri brought to the Board's attention for consideration, Pranava Yoga Center, Colorado Springs, a new school with one proposed program, Pranava Yoga Center 200 Hour Yoga Teacher Training Program. 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 \$5,000; 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, Ms. Bennison Noll in a combined motion, moved that a Provisional Certificate of Approval be granted to Pranava Yoga Center, 718 N. Weber Street, Colorado Springs, CO 80903 for the period beginning August 24, 2010, ending June 30, 2012, and that the program before the Board be approved. The combined motion was seconded and unanimously passed.

B. Consideration of Approval Programs/Stand Alone Courses

1. NTT College of Skilled Trades - Centennial

Program Specialist Esquibel brought to the Board's attention for review and consideration three new stand alone courses: (1) Mechanical Drives; (2) Electro - Pneumatics; and (3) Hydraulics and Systems Troubleshooting, proposed by NTT College of Skilled Trades, Centennial. School representatives were present. Based upon the Board having determined that the above-referenced courses for NTT College of Skilled Trades, 7337 South Revere Parkway, Centennial, CO 80112 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. Sirbu moved to approve the above-referenced new courses effective August 24, 2010, contingent upon the discussed corrections being made. The combined motion was seconded and unanimously passed.

2. The CE Shop, Inc. – Fargo, ND

Program Specialist Belisle brought to the Board's attention for review and consideration two new stand alone courses: (1) Uncle Sam has Home for Sale: Listing and Selling HUD Homes; and (2) Roadmap to Success: Business Planning for Real Estate Professionals, proposed by The CE Shop, Inc., Fargo, ND No representative was present. Based upon the Board having determined that the above-referenced courses 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, Ms. Bennison Noll moved to approve the above-referenced new courses effective August 24, 2010. The combined motion was seconded and unanimously passed.

3. Anthem Collage - Aurora

Program Specialist Belisle brought to the Board's attention for review and consideration one new program, Pharmacy Technology, proposed by Anthem College, Aurora. School representatives were present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced program for Anthem College, 350 Blackhawk Street, 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. Sirbu moved to approve the above-referenced new program effective August 24, 2010. The motion was seconded and unanimously passed.

4. Kaplan Professional Schools – Colorado Springs

See # 5 below

5. Kaplan Professional Schools – Colorado Springs and Thornton

Program Specialist Belisle brought to the Board's attention for review and consideration four new stand alone courses applicable to both locations: (1) How to Negotiate and Win in any Market; (2) Generational Selling; (3) Introduction to Commercial Real Estate Valuation and (4) Build Green Build Smart, proposed by Kaplan Professional Schools, Colorado Springs and Thornton. It was the will of the Board to consider the new stand alone courses for both locations as one combined matter. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced courses for Kaplan Professional Schools, 1919 North Union Boulevard, Colorado Springs, CO 80222; and Kaplan Professional Schools, 500 East 84th Avenue, Thornton, CO 80229 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 August 24, 2010. The combined motion was seconded and unanimously passed.

6. Kaplan Professional Schools – Denver

Program Specialist Belisle brought to the Board's attention for review and consideration five new stand alone courses: (1) How to Negotiate and Win in any Market; (2) Generational Selling; (3) Lead Safety for Renovation, Repair & Painting/Renewal; (4) Introduction to Commercial Real Estate Valuation; and (5) Build Green Build Smart, proposed by Kaplan Professional Schools, Denver. A school representative was present. Based upon the Board having determined that the above-referenced courses for Kaplan Professional Schools, 2150 South Cherry Street, Denver, CO 80222 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 August 24, 2010. The combined motion was seconded and unanimously passed.

7. United States Truck Driving School, Inc. - Wheatridge

Program Specialist Viteri brought to the Board's attention for review and consideration one new stand along course, Tractor-Trailer Driving Web Based Training (WEB), proposed by United States Truck Driving School, Inc., Wheatridge. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced stand alone course for Unites States Truck Driving School, Inc., 8150 W. 48th 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. Douglass moved to approve the above-referenced new program effective August 24, 2010, contingent upon the discussed corrections being made. The combined motion was seconded and unanimously passed.

8. Heritage College - Denver

Program Specialist Oerman brought to the Board's attention for review and consideration one new program, Dental Assisting and Dental Radiology, proposed by Heritage College, Denver. School representatives were present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced program for Heritage College, 12 Lakeside Lane, Denver, CO 80212 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 program effective August 24, 2010. The motion was seconded and unanimously passed.

9. The Real Estate School - Boulder

Program Specialist Oerman brought to the Board's attention for review and consideration eight new stand alone courses: (1) Renovation Lending: FHA 203(K)/203(ks) Loans; (2) Colorado Down Payment Assistance Program; (3) Contracts; (4) Appraisal 101; (5) Appraisal 102; (6) Who Moved My Value: Pricing a Home to Sell; (7) Understanding the Good Faith Estimate/HUD; and (8) FHA Appraising, proposed by The Real Estate School, Boulder. A school representative was present. The school satisfied the Board's inquiry. 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 August 24, 2010. The combined motion was seconded and unanimously passed.

10. Cuttin Up Beauty Academy - Denver

For this agenda item only, Board member, Ms. Karen Hall, recused herself from the Board, all Board discussion and action. Ms. Hall then assumed the role of school representative to answer any board inquiries.

Program Specialist Oerman brought to the Board's attention for review and consideration five new programs: (1) Cosmetology; (2) Hairstyling; (3) Barbering; (4) Esthetician; and (5) Manicurist, proposed by Cuttin Up Beauty Academy, Denver. A school representative was present. Based upon the Board having determined that the above-referenced programs for Cuttin Up Beauty Academy, 8101 East Colfax, Denver, CO 80220 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 programs effective August 24, 2010, contingent upon the discussed corrections being made. The combined motion was seconded and passed with one abstention.

Ms. Hall once again assumed her role on the Board as action concerning her school had concluded.

C. Consideration of Change of Ownership

1. Culinary School of the Rockies - Boulder

Program Specialist Esquibel brought to the Board's attention for consideration application for a change of ownership for Culinary School of the Rockies, Boulder. School representatives were present. The school satisfied the Board's inquiry. The Board having determined that the school surety level be set in the amount of \$563,982.82; that the school complied and submitted a letter of credit in the amount of \$563,982.82; and that 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 in compliance with the Division's minimum requirements, Mr. Douglass moved that the change of ownership be granted for the period beginning August 24, 2010 and ending June 30, 2012. The motion was seconded and unanimously passed.

2. ProSchools, Inc. – Portland, OR

Program Specialist Belisle brought to the Board's attention for consideration application for a change of ownership for Prochools, Inc., Portland, OR. No school representative was available. The Board having determined that the school bond be set in the amount of \$24,522; that the school complied and submitted a bond in the amount of \$50,000; and that ProSchools, Inc., 10225 S.W. Park Way, Portland, OR 97225 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 moved that the change of ownership be granted for the period beginning August 24, 2010 and ending June 30, 2011. The motion was seconded and unanimously passed.

D. Notification of School Closings

The Division informed the Board of the following recent school closure:

1. Associated Training Services of Colorado - Watkins
2. Colorado Casino Dealer Academy – Lakewood
3. Rhine Cobbler School - Denver

Adjournment:

Having no further business, Mr. Narvaez moved for adjournment. The motion was seconded and passed. The Board meeting adjourned at 10:20 A.M.

The next regularly scheduled meeting of the Board is Tuesday, September 28, 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