

**BOARD OF PRIVATE OCCUPATIONAL SCHOOLS
BOARD MEETING**

July 27, 2010 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, Acting Chair called the meeting to order at 9:33 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, Secretary	Buddy Douglass	Karen Hall
Winnifred Rovig		

Board Members Absent:

Robert Martin, Chair	Lisa Bennison Noll, Vice Chair	Tom Narvaez
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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:

Chris Robbins, Estrela Bartending School – Denver
Tom Hagan, Estrela Bartending School – Denver
Patricia Hagan, Estrela Bartending School – Denver
Robert Smith, Essentials Therapeutic Massage School – Montrose
Jeff Hackworth, The Front Range School of Sonography – Castle Rock
Victoria Sweet, Keith James Salon and Spa Academy – Loveland
Lisa Miller, Regency Beauty Institute – Corporate Office - WI
Mike Minatta, NTT College of Skilled Trades – Centennial
Leslie White, NTT College of Skilled Trades – Centennial
Erica Boulangee, Beyond Massage – Aspen
Mark Manton, Massage Therapy Institute of Colorado – Denver
Gillian Keiper, Concentric Healing Institute – Boulder
Linda Gilroy, Peak Real Estate College – Aurora
Miguel Elias, Intellitec College – Pueblo
Ginger Maggrett, IntelliTec College – Pueblo
Bill McAfee, Pikes Peak School of Real Estate – Colorado Springs
Kathy Reuter, American International Beauty College - Denver

Approval of the June 22, 2010 Board Meeting Minutes:

The Board reviewed the Minutes of June 22, 2010 Meeting. Mr. Douglass motioned for approval of the minutes as read. The motion was seconded and passed.

Approval of the June 22, 2010 Executive Session Meeting Minutes:

The Board reviewed the Minutes of the June 22, 2010 Executive Session Meeting. Mr. Douglass motioned for approval of the minutes as read. The motion was seconded and passed.

Additions / Changes to the Agenda:

The Director reported two changes to the Agenda. Capstone Courses – Highlands Ranch found under section "A" Consideration of Approval of Provisional Certificate of Approval; #1 was tabled. Also, under section "B" Consideration of Approval Programs/Stand Alone Courses, Massage Therapy Institute of Colorado – Denver, with one new stand alone course was added.

Staff and Director Report:

Director Parker introduced Karla Viteri the new Program Specialist. Karla will start 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. Essentials Therapeutic Massage School - Montrose

Program Specialist Esquibel brought to the Board's attention for consideration, Essentials Therapeutic Massage School, Montrose, a new school with one proposed program, Massage Therapy. 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 \$4,000; 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. Rovig in a combined motion, moved that a Provisional Certificate of Approval be granted to Essentials Therapeutic Massage School, 3045 Aerotech Parkway, #5, Montrose, CO 81401 for the period beginning July 27, 2010, ending June 30, 2012, and that the program before the Board be approved. The combined motion was seconded and unanimously passed.

2. Keith James Salon & Spa Academy - Loveland

Program Specialist Belisle brought to the Board's attention for review and consideration two new programs and one new stand alone course. The programs are: (1) Hairstylist; and (2) Manicuring. The stand alone course is: (1) Waxing by a Manicurist, proposed by Keith James Salon and Spa Academy, Loveland. 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 zero; 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 Keith James Salon & Spa Academy, 1120 N. Lincoln, Loveland, CO 80537 for the period beginning July 27, 2010, and ending June 30, 2012 and that the new programs and stand alone course before the Board be approved. The combined motion was seconded and unanimously passed.

B. Consideration of Approval Programs/Stand Alone Courses

1. Peak Real Estate College - Aurora

Program Specialist Oerman brought to the Board's attention for review and consideration three new stand alone courses: (1) Lead Based Paint Legislation; (2) Inspections and Insects; and (3) Going Green: Sustainable Housing, proposed by Peak Real Estate College, Aurora. A school representative was present. Based upon the Board having determined that the above-referenced courses for Peak Real Estate College, 3091 South Jamaica Court, Suite 120, Aurora, CO 80014 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 courses effective July 27, 2010, contingent upon the discussed corrections being made. The combined motion was seconded and unanimously passed.

2. IntelliTec College – Pueblo

Program Specialist Oerman brought to the Board's attention for review and consideration two new programs: (1) Automotive Technician; and (2) Allied Administrative Specialist, proposed by IntelliTec College, Pueblo. School representatives were present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced programs for IntelliTec College, 3673 Parker Blvd., 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, Mr. Douglass moved to approve the above-referenced new programs effective July 27, 2010, contingent upon the discussed corrections being made. The combined motion was seconded and unanimously passed.

3. 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) Principles of Heating; (2) Air Conditioning and

Refrigeration; and (3) Chillers: Operation and Maintenance, 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, Ms. Hall moved to approve the above-referenced new courses effective July 27, 2010, contingent upon the discussed corrections being made. The combined motion was seconded and unanimously passed.

4. **Beyond Massage - Aspen**

Program Specialist Esquibel brought to the Board's attention for review and consideration two new stand alone courses: (1) Craniosacral Therapy; and (2) Couples Massage, proposed by Beyond Massage, Aspen. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced courses for Beyond Massage, 3131 Maroon Creek Road #27, Aspen, CO 81611 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 courses effective July 27, 2010. The combined motion was seconded and unanimously passed.

5. **American International Beauty College - Denver**

Program Specialist Esquibel brought to the Board's attention for review and consideration two new stand alone courses: (1) Eyelash Extensions; and (2) Hand and Foot Reflexology, proposed by American International Beauty College, 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 American International Beauty College, 655 S. Federal Blvd., Unit B & C, Denver, CO 80219 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 courses effective July 27, 2010. The combined motion was seconded and unanimously passed.

6. **The Front Range School of Sonography – Castle Rock**

Program Specialist Esquibel brought to the Board's attention for review and consideration one new program, Echocardiography, proposed by The Front Range School of Sonography, Castle Rock. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced program for The Front Range School of Sonography, 95 Cherry Street, Castle Rock, CO 80104 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 July 27, 2010. The motion was seconded and unanimously passed.

7. **Concentric Healing Institute - Boulder**

Program Specialist Belisle brought to the Board's attention for review and consideration one new stand alone course, Holistic Therapies for Oncology Esthetics, proposed by Concentric Healing Institute, Boulder. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced course for Concentric Healing Institute, 5330 Manhattan Circle, Boulder, CO 80303 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 course effective July 27, 2010, contingent upon the discussed corrections being made. The motion was seconded and unanimously passed.

8. Pikes Peak of Real Estate – Colorado Springs

Program Specialist Belisle brought to the Board's attention for review and consideration one new stand alone course, Ninja Selling II, proposed by Pikes Peak of Real Estate, Colorado Springs. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced course for Pikes Peak of Real Estate, 5755 Mark Dabling Blvd., Colorado Springs, CO 80919 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 July 27, 2010, contingent upon the discussed corrections being made. The motion was seconded and unanimously passed.

9. Massage Therapy Institute of Colorado - Denver

Program Specialist Belisle brought to the Board's attention for review and consideration one new stand alone course, Certification in Neurology for Bodywork [CNB], proposed by Massage Therapy Institute of Colorado, Denver. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced course for Massage Therapy Institute of Colorado, 1441 York Street #301, Denver, CO 80206 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 July 27, 2010. The motion was seconded and unanimously passed.

C. Consideration of Change of Ownership

1. Estrela Bartending School - Denver

Program Specialist Esquibel brought to the Board's attention for consideration application for a change of ownership for Estrela Bartending School, Denver. School representatives were present. The school satisfied the Board's inquiry. The Board having determined that the school bond be set in the amount of \$15,000; that the school complied and submitted a bond in the amount of \$20,000; and that Estrela Bartending School, 925 S. Niagara Street, Suite 510, Denver, CO 80224 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 July 27, 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. Orion Environmental, Inc. - Brighton
2. The Archetypal Academy - Boulder

Other Business:

Director Parker reported to the Board that the bond company for Mile High Medical Academy will issue a check for student claims, the total amount will be \$130,000.00, and each student will receive approximately 80% on a dollar.

Adjournment:

Having no further business, Mr. Douglass moved for adjournment. The motion was seconded and passed. The Board meeting adjourned at 10:26 A.M.

The next regularly scheduled meeting of the Board is Tuesday, August 24, 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