

**BOARD OF PRIVATE OCCUPATIONAL SCHOOLS  
BOARD MEETING**

**June 23, 2009 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.

Chair Robert Martin called the meeting to order at 9:35 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
Tom Narvaez	Buddy Douglass	Karen Hall
Winnifred Rovig		

Division Staff Present:

Jim Parker, Director	Georgia Roberts, Deputy Director
Renee Belisle, Program Specialist	Bernadette Esquibel, Program Specialist
Voni Oerman, Program Specialist	

Division Staff Absent:

Loretta Perez, Administrative Assistant

Board Counsel Present:

No Assistant Attorney General was present

Guests Present:

Linda Gilroy, Peak Real Estate College – Aurora  
Jan Walters, Colorado School of Paramedical Esthetics – Lakewood  
Shirley McCray, Remington College – Colorado Springs  
Barbara Kerns, Concorde Career College – Aurora  
Gillian Lucas, Estrela Bartending School – Denver  
Tom Lucas, Estrela Bartending School – Denver  
Steve Kane, Casino Dealers School of Colorado – Denver  
Janet Fuenmayor, Janté International Skin Care Institute – Lakewood  
Erin Burbank, Janté International Skin Care Institute – Lakewood  
Jacqueline Stallman, LSO Training, LLC – Denver

**Approval of the May 26, 2009 Board Meeting Minutes:**

The Board reviewed the minutes of the May 26, 2009 Board meeting. Ms. Rovig motioned for approval of the minutes as read. The motion was seconded and passed.

**Changes / Additions to the Agenda:**

Program Specialist Oerman provided updated documents for Janté International Skin Care Institute – Lakewood.

## **Staff Report:**

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

### **New Business Action Items:**

#### **A. Consideration of Renewal of Certificate of Approval**

##### **1. Winterhawk Outfitters Guides & Packers School - Collbran**

Program Specialist Belisle brought to the Board's attention for consideration of renewal Winterhawk Outfitters Guide & Packers School, Collbran. A school representative was available by telephone. Upon determining that the school is in compliance with the required surety level in the amount of \$5,000; 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, Ms. Bennison Noll moved that the Standard Certificate of Approval be granted to Winterhawk Outfitters Guides & Packers School, 19561 Kimball Creek Road, Collbran, CO 81624, for the period beginning July 1, 2009 and ending June 30, 2012. The motion was seconded and unanimously passed.

#### **B. Consideration of Renewal of Certificate of Approval with Program/Courses**

##### **1. Colorado School of Paramedical Esthetics - Lakewood**

Program Specialist Oerman brought to the Board's attention for consideration of renewal Colorado School of Paramedical Esthetics, Lakewood, with one revised program, Online Esthetics; and three new stand alone courses: (1) Injectables; (2) Advanced Chemical Peels; and (3) Camouflage Therapy. A school representative was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required surety level in the amount of \$85,370; that the school submitted a certificate of deposit in the amount of \$85,463.76; 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 moved that the Standard Certificate of Approval be granted to Colorado School of Paramedical Esthetics, 735 South Xenon Court #101, Lakewood, CO 80228, for the period beginning July 1, 2009 and ending June 30, 2012, and the above-referenced revised program and new stand alone courses be approved effective June 23, 2009, 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 consideration of renewal The CE Shop, Fargo, ND, with twelve new stand alone courses. The courses are: (1) Advance Real Estate Taxation; (2) Cracking the Code of Ethics; (3) Foundations of Real Estate Finance; (4) Real Estate Appraisal for Agents; (5) Breaking Barriers: Fair Housing; (6) Going Green: The Environmental Movement in Real Estate; (7) Basics of Real Estate Taxation; (8) Foreclosures Demystified; (9) Accredited Staging Professional

(ASP); (10) From Contract to Keys: The Mortgage Process; (11) Keeping it Honest: Understanding Real Estate & Mortgage Fraud; and (12) Today's MLS: New Paradigms, Better Results. A school representative was available by telephone. Upon determining that the school is in compliance with the required minimum bond 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. Bennison Noll moved that the Standard Certificate of Approval be granted to The CE Shop, Inc., 3 Broadway N., Suite 300, Fargo, ND 58102, for the period beginning July 1, 2009 and ending June 30, 2012, and the above-referenced new stand alone courses be approved effective June 23, 2009. The combined motion was seconded and unanimously passed.

### **3. Myofascial Release Seminars – Paoli, PA**

Program Specialist Belisle brought to the Board's attention for consideration of renewal Myofascial Release Seminars, Paoli, PA, with one new program, Myofascial Release Seminars. A school representative was available by telephone. Upon determining that the school is in compliance with the required bond in the amount of \$30,000; that the school submitted a bond in the amount of \$50,000; 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 moved that the Standard Certificate of Approval be granted to Myofascial Release Seminars, 222 W. Lancaster Avenue, Paoli, PA 19301, for the period beginning July 1, 2009 and ending June 30, 2012, and the above-referenced program be approved effective June 23, 2009. The combined motion was seconded and unanimously passed.

### **4. McKissock, LP – Warren, PA**

Program Specialist Belisle brought to the Board's attention for consideration of renewal McKissock, LP, Warren, with one new program, Certified Residential Appraiser; and twenty-nine new stand alone courses: (1) 2-4 Family Finesse; (2) Residential Report Writing; (3) 2008-2009 National USPAP Updated Equivalent; (4) 2009 Colorado Real Estate Commission Core; (5) Agency Law; (6) Appraising Historic Properties; (7) The Appraisal Process for Agent and Brokers; (8) Appraisal Trends; (9) Appraising FHA Today; (10) Buyer Agency; (11) Construction Trends and Details; (12) Contract Law; (13) Developing and Growing an Appraisal Practice; (14) The Dirty Dozen; (15) Disclosures and Disclaimers; (16) Environmental Pollution and Mold; (17) Even Odder: More Oddball Appraisals; (18) The Evolution of Finances and the Mortgage Market; (19) Fair Housing; (20) Income Capitalization; (21) Introduction to Green Building for Appraisers; (22) Made in America: Appraising Factory Built Housing; (23) Mortgage Fraud: Protect Yourself; (24) Private Appraisal Assignments; (25) Relocation Appraisal is Different; (26) REO and Foreclosure; (27) Risk Management; (28) Environmental Issues for Appraisers; and (29) The Cost Approach. A School representative was available by telephone. Upon determining that the school is in compliance with the required bond in the amount of \$45,000; that the school submitted a bond in the amount of \$50,000; 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. Narvaez moved that the Standard Certificate of Approval be granted to McKissock, LP, 218 Liberty Street,

Warren, PA 16365, for the period beginning July 1, 2009 and ending June 30, 2012, and the above-referenced new program and the thirty new stand alone courses be approved effective June 23, 2009, contingent upon the discussed corrections being made. The combined motion was seconded and unanimously passed.

#### **5. 360 Training.com, Inc., - Austin, TX**

Program Specialist Belisle brought to the Board's attention for consideration of renewal 360 Training.com, Inc., Austin, TX, with eleven new stand alone courses: (1) Closings and Settlement Costs; (2) Liens, Taxes and Foreclosures; (3) Real Property Ownership and Land Use; (4) Contracts, Purchase and Sales Agreements; (5) Property Management; (6) Tax-Favorable Real Estate Transactions; (7) Environmental Hazards; (8) Real Estate Appraisal; (9) Using the Internet to Serve Clients; (10) Fair Housing; and (11) Real Estate Finance. A School representative was available by telephone. 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 \$50,000; 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 moved that the Standard Certificate of Approval be granted to 360 Training.com, Inc., 13801 N. Mopac Expwy., Suite 100, Austin, TX 78727, for the period beginning July 1, 2009 and ending June 30, 2012, and the above-reference eleven new stand alone courses be approved effective June 23, 2009. The combined motion was seconded and unanimously passed.

### **C. Consideration of Approval of Provisional Certificate of Approval**

#### **1. LSO Training, LLC - Denver**

Program Specialist Oerman brought to the Board's attention for consideration, LSO Training, LLC, Denver, a new school with one proposed program, LSO Training Course. 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 amount of \$18,500; that the school submitted a bond in the amount of \$18,500; 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 LSO Training, LLC, 3801 East Florida Avenue, Suite 400, Denver, CO 80210 for the period beginning July 1, 2009, ending June 30, 2011, and that the program before the Board be approved, contingent upon the discussed corrections being made. The combined motion was seconded and unanimously passed.

#### **2. Casino Dealers School of Colorado - Denver**

Program Specialist Oerman brought to the Board's attention for consideration, Casino Dealers School of Colorado, Denver, a new school with four proposed programs: (1) Blackjack; (2) Craps; (3) Roulette; and (4) Poker. 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 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. Narvaez, in a combined motion, moved that a Provisional Certificate of Approval be granted to Casino Dealers School of Colorado, 2834 West 44<sup>th</sup> Avenue, Denver, CO 80211 for the period beginning July 1, 2009, ending June 30, 2011, and that the programs before the Board be approved. The combined motion was seconded and unanimously passed.

### **3. Janté International Skin Care Institute - Lakewood**

Program Specialist Oerman brought to the Board's attention for consideration, Janté International Skin Care Institute, Lakewood, a new school with eight proposed programs: (1) Manicuring Program; (2) Esthetics; (3) Hot and Cold Stones; (4) Microdermabrasion; (5) Body Treatment; (6) Brazilian Wax; (7) Cosmetic Resurfacing; and (8) Massage. School representatives were present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required surety level in the amount of \$7,225; that the school submitted a certificate of deposit in the amount of \$7,225; 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 Janté International Skin Care Institute, 7475 West 5th, Suite 103, Lakewood, CO 80226 for the period beginning July 1, 2009, ending June 30, 2011, and that the programs before the Board be approved, contingent upon the discussed corrections being made. The combined motion was seconded and unanimously passed.

### **4. Estrela Bartending School - Denver**

Program Specialist Belisle brought to the Board's attention for consideration, Estrela Bartending School, Denver, a new school with four proposed programs: (1) Bartending Program; (2) Improving Your Palate; (3) Bar Management; and (4) Introduction to Wine. 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 \$15,000; that the school submitted a bond in the amount of \$20,000; 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 Estrela Bartending School, 925 South Niagara Street, Suite 510, Denver, CO 80224 for the period beginning July 1, 2009, ending June 30, 2011, and that the programs before the Board be approved. The combined motion was seconded and unanimously passed.

## **D. Consideration of Approval of Programs / Courses**

### **1. Peak Real Estate College - Aurora**

Program Specialist Oerman brought to the Board's attention for review and consideration six new stand alone courses: (1) Riches in Niches: Meeting the Needs of Consumers; (2) Test Preparation for CO Real Estate Broker Exam; (3) Home Staging for Real Estate Brokers; (4) Silver to Gold: Meeting the Needs of Senior Clients; (5) Principles of Marketing for Real Estate Broker; and (6) Residential Property Management, 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, Mr. Narvaez moved to approve the above-referenced new courses effective June 23, 2009, contingent upon the discussed corrections being made. The motion was seconded and unanimously passed.

## **2. Remington College – Colorado Springs**

Program Specialist Esquibel brought to the Board's attention for review and consideration one new program, Criminal Justice, proposed by Remington College, Colorado Springs. A school representative was present. Based upon the Board having determined that the above-referenced program for Remington College, 6050 Erin Park Drive, Suite 250, Colorado Springs, CO 80918, 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 June 23, 2009, contingent upon the discussed corrections being made. The motion was seconded and unanimously passed.

## **3. Concorde Career College - Aurora**

Program Specialist Oerman brought to the Board's attention for review and consideration one new program, Physical Therapist Assistant, proposed by Concorde Career College, Aurora. A school representative was present. Based upon the Board having determined that the above-referenced program for Concorde Career College, 111 North Havana Street, Aurora, CO 80010, 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 June 23, 2009. The motion was seconded and unanimously passed.

## **E. Consideration of Approval of Out of State School**

### **1. World Wide College of Auctioneering – Mason City, IA**

Program Specialist Belisle introduced World Wide College of Auctioneering, Mason City, IA, for Consideration as an Out of State School. The Board having determined that the school bond be set in the amount of \$50,000, and that World Wide College of Auctioneering, 202 1<sup>st</sup> Street, SE, Suite 103, Mason City, IA 50401 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and the minimum requirements of the Division, Mr. Douglass motioned that the Standard Certificate of Approval be granted for the period beginning July 1, 2009 and ending June 30, 2010. The motion was seconded and unanimously passed.

## **F. Notification of School Closings**

The Board was notified of the following school closures:

1. CSB School of Broadcasting - Denver
2. White River Body Spa, LLC – Meeker
3. Empire Beauty School – Westminster
4. Environmental Training Center - Englewood

### **G. Adjournment**

Having no further business, Mr. Narvaez moved for adjournment. The motion was seconded and passed. The Board meeting adjourned at 10:30 A.M.

The next regularly scheduled meeting of the Board is Tuesday, July 28, 2009, 9:30 A.M. and will be held at:

Auraria Higher Education Campus  
Tivoli Student Center, Room 640  
900 Auraria Parkway  
Denver, CO 80204  
Telephone: (303) 866-2723