

MINUTES
BOARD OF PRIVATE OCCUPATIONAL SCHOOLS
May 24, 2016 9:30 A.M.

Auraria Higher Education Campus
Tivoli Student Center, Room 320
900 Auraria Parkway, Denver, CO 80204

Board Members Present:

Steven W. Steele, Chair	Arlene Rae Malay	Joseph James Wolf
Shelley Krovitz	Paul Garibay	Timothy L. Brooks

Board Members Absent:

Richard Semakula

Division Staff Present:

Lorna Candler, Director	Mary Kanaly, Deputy Director & Compliance Officer
Bernadette Esquibel, Program Coordinator	Jessica Googins, Program Specialist
Lisa Hill, Program Specialist	April Cordova, Program Specialist
Loretta Perez, Administrative Assistant III	

Board Counsel Present:

Jacquelynn Rich Fredericks, Assistant Attorney General, Office of the Colorado Attorney General

Guests Present:

Kathy Dayhoff, Bauman College
Jennifer Smith, Dog's Own Grooming School
Tara Perez-Haney, Cook Street School of Culinary Arts
Hillary Thomas, Cook Street School of Culinary Arts
Mike Millward, Dental Essentials School of Dental Assisting
Jeff Coons, Dental Essentials School of Dental Assisting
Susan Kosch, Hair Brainz
Bonnie Babcock, SAGE Technical Service - H
Glen Babcock, SAGE Technical Service - H
Debbie Schenk, Living Arts Massage & Bodyworks
A.J. Andrew, Colorado Dental Assisting School
Al Dill, Blackfox Training Institute, LLC
Jeremy Wheaton, Escoffier Online International Culinary Academy
Kirk Bachman, Escoffier Online International Culinary Academy
Peter Harris, Redstone College
Kelly Moore, Lincoln College of Technology
Dan Snyder, Lincoln College of Technology
Randy Cowan, Lincoln College of Technology
Rachael Schowalter, Aveda Institute Denver
JoAnn Stevens, Aveda Institute Denver
Lorri Axelsen, Lash Savvy
Todd Cordrey, American Dream Real Estate School
Herbert Nagama, American Dream Real Estate School
Heather Holder, The Salon Professional Academy - CS
Marla Knapp, The Salon Professional Academy - CS
Jim McCloskey, American Real Estate College
Carin Cook, American Real Estate College
Brooke Smith, General Assembly
Eva Craig, Advance Barbering Academy

Wendy Tonozzi, Elite Dental Assisting Institute
Kayla Candelaria, Elite Dental Assisting Institute
Fonda Delcamp, Executive Security International
Shonna Dert, IntelliTec College – CS
Wayne Zeller, IntelliTec College – CS
Peter Gilkey, Denver Dental Assistant School
Tom Rausch, CDL Safety School
Kai Kawasugi, Colorado Accelerated Dental Assisting School
Stacey Meyer, Stacey James Institute
Tamara Jennings, Stacey James Institute
Pat Nelson, Montage Academy
Debbie Nilsen, Montage Academy
Altaf Siddgio, American Enterprise
Erik Peterson, International Institute of Cosmetics
Huong Kim Nguyen, International Institute of Cosmetics
Daniel Chavez, International Institute of Cosmetics (via telephone)
Alex Vorontson, Trucker USA College
Andrea Fuley, DORA
Jennifer Mongan, Academy of Natural Therapy
Erick French, ACRE School
Gary Salinger, Healing Arts Institute
Cheryl Salinger, Healing Arts Institute
Susan Gasper, Assist to Succeed Colorado Springs
Danielle Golovan, Living Arts Massage & Bodyworks
Sheryl Daniel, Bear Heart School of Massage
James Mongan, Academy of Natural Therapy

Call to Order:

The regularly scheduled meeting of the Private Occupational Schools Board was called to order by Steven W. Steele, Chair, at 9:33 A.M. The Board members, Division staff and guests were introduced. Board roll call was taken. A quorum was present.

Consideration of Approval of the April 26, 2016 Minutes:

Following review and consideration of the April 26, 2016 meeting minutes, a motion was made by Ms. Malay to approve the minutes as written. The motion was seconded and carried.

Consideration of Approval of the April 26, 2016 Executive Session Minutes:

Following review and consideration of the April 26, 2016 executive session_meeting minutes, a motion was made by Ms. Malay to approve the minutes as written. The motion was seconded and carried.

Additions / Changes to the Agenda:

Director Candler informed the Board that we have one hand carry on the Agenda, under Action Item, "E" Consideration of Approval Provision Certificate of Approval, number "1" Dental Essentials School of Dental Assisting – Highlands Ranch.

Director Report:

Director Candler announced that the Lt Gov. Joseph A. Garcia has left the Department of Higher Education and will serve as CEO of WICHE (Western Interstate Commission of Higher Education).

Also, Jennifer Sobanet, the Chief of Operations for the Colorado Department of Higher Education, has accepted the position of Vice Chancellor for Finance and CFO at the University of Colorado- Denver; her last day will be June 10, 2016.

Director Candler gave an update on the monthly stats of May 16, 2016 (please see attached memorandum). Annual stats will be provided in July of 2016, at the close of the fiscal year.

Action Items: (Memorandum dated May 17, 2016)

Deputy Director Kanaly provided the Board with updates on 14 Notices of Noncompliance that were issued to schools for failure to pay assessment fees which were due on April 15, 2016. 5 of the schools who were issued Notices have indicated that they are closing. All other schools have paid their assessments at this time. The Board requested that staff attempt to collect the assessments from the closing schools as they go through the closing process. The Board took no further action on the remaining schools as they have been brought into compliance with regard to their payment of assessments.

New Business/Action Items:

A. Consideration of Change of Ownership

1. Redstone College – Denver – Denver East

Program Specialist Hill presented to the Board for review and consideration a change of ownership for both locations. A school representative was present. Each of the Board members received and reviewed the change of ownership documents submitted prior to the meeting. After discussion and inquiries to the representative, the Board determined that the school has adequate surety coverage and can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the change of ownership, Ms. Malay motioned to approve the Change of Ownership Certificate of Approval.

B. Consideration of Approval Programs / Stand Alone Courses

1. Lincoln College of Technology - Denver

Program Specialist Hill presented to the Board for review and consideration one new program: Diesel and Truck with Alternative Fuel Technology. School representatives were present. The Board determined that the school has adequate surety coverage.

Following review and consideration of the new program, Ms. Malay motioned to approve the above-referenced program effective May 24, 2016. The motion was seconded and carried.

C. Consideration of Renewal of Certificate of Approval

1. Escoffier Online International Culinary Academy - Boulder

Program Specialist Hill presented to the Board for review and consideration renewal of the school's Certificate of Approval. School representatives were present. The Board determined that the school

has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

2. Bear Heart School of Massage – Fort Collins

Program Specialist Hill presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

3. CDL Safety School - Morrison

Program Specialist Hill presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Mr. Wolf motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

4. American Real Estate College - Wheat Ridge

Program Specialist Hill presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

5. Colorado Dental Assisting School – Lone Tree

Program Specialist Hill presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

6. Denver Dental Assistant School - Denver

Program Specialist Hill presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

7. Cook Street School of Culinary Arts - Denver

Program Specialist Hill presented to the Board for review and consideration renewal of the school's Certificate of Approval. School representatives were present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Mr. Wolf motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

8. Blackfox Training Institute, LLC - Longmont

Program Specialist Cordova presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

9. Dog's Own Grooming School - Loveland

Program Specialist Cordova presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

10. Colorado Accelerated Dental Assisting School - Westminster

Program Specialist Cordova presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Mr. Brooks motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

11. Bauman College - Boulder

Program Specialist Cordova presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

12. Elite Dental Assisting Institute - Littleton

Program Specialist Cordova presented to the Board for review and consideration renewal of the school's Certificate of Approval. School representatives were present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

13. Healing Arts Institute – Fort Collins

Program Specialist Cordova presented to the Board for review and consideration renewal of the school's Certificate of Approval. School representatives were present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

14. Assist to Succeed Colorado Springs

Program Specialist Cordova presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Mr. Wolf motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

15. IntelliTec College - Colorado Springs

Program Specialist Cordova presented to the Board for review and consideration renewal of the school's Certificate of Approval. School representatives were present. The Board determined that the

school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

16. Trucker USA College – Commerce City

Program Specialist Googins presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Mr. Brooks motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

17. SAGE Technical Services - Henderson

Program Specialist Googins presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Mr. Wolf motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

18. SAGE Technical Services – Grand Junction

Program Specialist Googins presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Mr. Brooks motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

19. Living Arts Massage and Bodywork School - Westminster

Program Specialist Googins presented to the Board for review and consideration renewal of the school's Certificate of Approval. School representatives were present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

20. American Dream Real Estate School - Arvada

Program Specialist Googins presented to the Board for review and consideration renewal of the school's Certificate of Approval. School representatives were present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Mr. Brooks motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

21. Executive Security International, Ltd. – Grand Junction

Program Specialist Googins presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

22. ACRE School - Golden

Program Specialist Googins presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019. The motion was seconded and carried.

Ms. Malay motioned to break at 10:48 a.m. The motion was seconded and carried.

Mr. Wolf motioned to reconvene at 11:00 a.m. The motion was seconded and carried.

D. Consideration of Renewal of Certificate of Approval with Programs

1. IMBC College - Fort Collins

Mr. Steele recused himself from this matter. A quorum was still present.

Program Specialist Hill presented to the Board for review and consideration renewal of the school's Certificate of Approval and reapprove of four revised programs presented with additional information required by the Division. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal and revised course, Mr. Brooks motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June

30, 2019, and the above-referenced revised programs effective May 24, 2016. The motion was seconded and carried.

2. Academy of Natural Therapy - Greeley

Program Specialist Cordova presented to the Board for review and consideration renewal of the school's Certificate of Approval and one new program, 750 Hour Massage Therapy Program. School representatives were present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal and new program, Mr. Wolf motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019, and the above-referenced program effective May 24, 2016. The motion was seconded and carried.

3. Montage Academy - Longmont

Program Specialist Cordova presented to the Board for review and consideration renewal of the school's Certificate of Approval and reapprove of four revised programs and four revised courses presented with additional information required by the Division. School representatives were present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal and revised course, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019, and the above-referenced revised programs and revised courses effective May 24, 2016. The motion was seconded and carried.

4. Aveda Institute Denver

Program Specialist Cordova presented to the Board for review and consideration renewal of the school's Certificate of Approval and reapprove of one revised programs and three revised courses presented with additional information required by the Division. School representatives were present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal and revised course, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019, and the above-referenced revised program and revised courses effective May 24, 2016. The motion was seconded and carried.

5. The Salon Professional Academy – Colorado Springs

Program Specialist Googins presented to the Board for review and consideration renewal of the school's Certificate of Approval and reapprove of three revised programs and five revised courses presented with additional information required by the Division. School representatives were present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal and revised course, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019, and the above-referenced revised programs and revised courses effective May 24, 2016. The motion was seconded and carried.

6. Stacey James Institute - Parker

Program Specialist Googins presented to the Board for review and consideration renewal of the school's Certificate of Approval and reapprove of six revised programs and five revised courses presented with additional information required by the Division. School representatives were present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal and revised course, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019, and the above-referenced revised programs and revised courses effective May 24, 2016. The motion was seconded and carried.

7. Advanced Barbering Academy - Denver

Program Specialist Googins presented to the Board for review and consideration renewal of the school's Certificate of Approval and reapprove of one revised program presented with additional information required by the Division. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the renewal and revised course, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2016, and ending June 30, 2019, and the above-referenced revised program effective May 24, 2016. The motion was seconded and carried.

E. Consideration of Approval of Provisional Certificate of Approval

1. Dental Essentials School of Dental Assisting – Highlands Ranch

Program Specialist Hill presented to the Board for review and consideration a new school with one new program: Dental Assisting 10 Week Certificate Program. School representatives were present. The Board determined that the school has adequate surety coverage at this time and can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the new school and program, Mr. Brooks motioned to approve the Provisional Certificate of Approval for the period beginning May 24, 2016, and ending June 30, 2017, and to approve the above-referenced program. The motion was seconded and carried.

2. Lash Savvy Corporation – Colorado Springs

Program Specialist Cordova presented to the Board for review and consideration a new school with two new courses: 1. Beginner Classic; and 2. Volume Lash. A school representative was present. The Board determined that the school has adequate surety coverage and can be reasonably

maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the new school with programs and courses, Mr. Wolf motioned to approve the Provisional Certificate of Approval for the period beginning May 24, 2016, and ending June 30, 2017, and to approve the above-referenced courses. The motion was seconded and carried.

3. Hair Brainz - Aspen

Program Specialist Googins presented to the Board for review and consideration a new school with one new program: Hair Stylist. School representatives were present. The Board determined that the school has adequate surety coverage at this time and can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the new school and program, Ms. Malay motioned to approve the Provisional Certificate of Approval for the period beginning May 24, 2016, and ending June 30, 2017, and to approve the above-referenced program. The motion was seconded and carried.

4. General Assembly - Denver

Program Specialist Googins presented to the Board for review and consideration a new school with three new courses: 1. Front-End Web Development; 2. User Experience Design; and 3. Web Development Immersive. A School representative was present. The Board determined that the school has adequate surety coverage and can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the new school with courses, Ms. Malay motioned to approve the Provisional Certificate of Approval for the period beginning May 24, 2016, and ending June 30, 2017, and to approve the above-referenced courses. The motion was seconded and carried.

E. Notification of School Closings / Change of Status (No action required)

Program Specialist Googins reported the closing of Natural Therapeutics School of Massage.

No action taken.

Ms. Malay motioned to break at 11:18 a.m. The motion was seconded and carried.

Mr. Wolf motioned to reconvene at 11:35 a.m. The motion was seconded and carried.

Other Business Information Only:

1. International Institute of Cosmetics - Denver

The Board conducted a thorough review of the Notice of Noncompliance and has had the opportunity to review the response provide by Ms. Nguyen, Owner/President, dated May 18, 2016. Additionally, the Board members heard from several representatives from the school. After further inquiries of the school owner, Ms. Nguyen; and consultants Mr. Peterson and Mr. Chavez, the Board considered all of the information presented regarding the International Institute of Cosmetics.

The Board reiterated that the school was obligated to provide programs **as approved** by the Board and specified that competency based learning would not be permitted. The Board highlighted the

following deficiencies and concerns in the following areas: I. Quality of Education: an overall poor quality of education, lacking a curriculum or course plan, many students did not timely receive the Milady text book, students were permitted to come and go thereby missing the requisite instruction, services rendered to the public by students who lacked proper training and were not appropriately supervised when performing client services, instructors did not keep progress notes, and did not keep attendance to determine what portions of training students had completed; II. Substandard Business Practices: poor organization and record keeping including incomplete student files, missing progress reports, no grading system or notes, missing appropriate attendance documents; students operating without appropriate equipment and supplies, incomplete instructor records (missing verification of training and certification, continuing education, and references). III. Deceptive Sales and Trade Practices: it appears that the school's focus was on passing the test and not on learning and retaining the skills necessary in the profession or presenting the program as advertised and approved by the Board; records were being signed by an unauthorized agent, and additional violations.

After consideration and discussion, Ms. Malay motioned to convene in executive session to confer with the Board's attorney and to seek legal advice pursuant to §24-6-402(3)(a)(II), C.R.S, to receive legal advice regarding International Institute of Cosmetics' noncompliance with minimum standards specified in the Private Occupational School Act, C.R.S. §12-59-101 et seq. and the Rules and Regulations, 8 CCR 1504-1. The motion was seconded and carried.

The Board of Private Occupational Schools convened in executive session with its attorney of record, the Division Director, and division staff as deemed necessary.

Members of the public left the room during executive session.

The public session tape was turned off at 12:30 p.m.

Board Member Shelley Krovitz, left the Board Meeting at 12:36 P.M.

The public session recorder was turned on and the general public was welcomed back.

Ms. Malay reconvened the public session meeting at 1:00 p.m.

Assistant Attorney General Rich Fredericks affirmed for the record that this Executive Session was for the sole purpose of providing legal advice to the Board and to otherwise engage in what in good faith is believed to be attorney-client privileged matters required to be kept confidential.

International Institute of Cosmetics - Denver

After considering and discussing each of the concerns detailed above in the open meeting, hearing more from the school representatives present, and considering the legal options available, the Board was unconvinced that the school had any viable plan to remediate past harms to students or would be able to timely or successfully meet the requisite minimum standards. Therefore, because the school was unwilling to surrender its certificate to operate in the State, the Board directed the Division and counsel to issue Notice of Revocation and charges. The school will have an opportunity to respond and exercise their due process. Ms. Malay motioned that the Board direct the Division to file its intent to proceed with seeking revocation of the Certificate of Approval of International Institute of Cosmetics. The motion was seconded and carried.

CollegeAmerica – All campuses

Director Candler received correspondence from Eric Juhlin of CollegeAmerica requesting to have the monthly updates suspended.

After consideration and discussion, the Board deemed it necessary to continue the monthly reporting. Mr. Wolf motioned that CollegeAmerica continue to provide monthly reporting for all campuses. The motion was seconded and carried

Adjournment:

Mr. Wolf motioned to adjourn the meeting at 1:38 p.m. The motion was seconded and carried.

The next regularly scheduled meeting of the Board is Tuesday June 28, 2016, at 9:30 a.m. and will be held at:

Auraria Higher Education Campus
Tivoli Student Center, Room 320
900 Auraria Parkway, Denver, CO 80204
Telephone (303) 862-3001