

OKLAHOMA BOARD OF PRIVATE VOCATIONAL SCHOOLS

SUBJECT: MEETING AGENDA TO POST ON 8/5/2025

DATE: August 6, 2025

TIME: 1:00 PM

PLACE 3700 N. CLASSEN BLVD., STE. 101 (1st Floor Conference Room)
OKLAHOMA CITY, OK 73118
(405) 528-3370

1. Introduction of Public attendees/visitors. A Public attendee is anyone other than an OBPVS Board member or an OBPVS Agency staff person.
2. Formal Roll Call to determine quorum, and call to order.
3. Public Comment – Comments are limited to 2-minutes per Public attendee.
4. **CONSENT AGENDA NO. 092** – Discussion and possible action regarding Minutes, financial, or activity reports to be transmitted electronically to Board members **by 5:00 PM on 8/5/2025**. Consent Agenda items are considered to be routine matters for the OBPVS and its Board and may be discussed and acted upon collectively through one motion. Items may also be acted upon individually. Each Board member retains the right to remove an item from the Consent Agenda to facilitate the item’s discussion or being acted upon in a separate motion(s).
 - a. **Minutes** DRAFT for the **June 18, 2025** Board meeting. Emailed on 8/1/2025. Please refer to **EXHIBIT 4.a**.
 - b. **Multiple Fee Collection Reports for the following month(s):**
 - i. **February 2025, EXHIBIT 4.b.i.**
 - ii. **March to May 2025, EXHIBIT 4.b.ii.**
 - iii. **June 2025, EXHIBIT 4.b.iii.**
 - c. **There will be no distribution of Disbursements for the 8/6/2026 meeting.** Other than the July Payroll, no FY-2026 expenditures have been approved or paid. The Director lost preparation time to attend family funeral events 8/1-8/4/2025 in Tucson, AZ.
5. **Director's Report** since **June 18, 2025**. **Exhibit 5**.
6. **June and July 2025 abbreviated Staff Actions Reports**. **Exhibit 6**.
7. Director updates, distribution of the **final FY-2026 Budget documents**, discussion, and Board ratification of the Budget as previously discussed at the 6/18/2025 Board Meeting. Those amounts were approved by various state entities on 7/17/2025. With that timing a, “Special Allotment,” did not have to be requested and approved to pay the July 2025 Salaried, month-end Payroll on time. **Exhibits 7**.

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8. Discussion and possible action to **reconsider** (re-vote) a revised Exemption request received on 11/3/2024 after the Applicant became accredited and made multiple operational and document (Catalog, Enrollment Agreement, and Website) changes. The changes were implemented as results of the original OBPVS Board Exemption Denial issued in February 2024. The **Royal Academy of Surgical Assisting, Inc. ("RASA")** is based in Colorado. RASA first approached the OBPVS on 9/27/2023 to check on licensing and exemption standards, then submitted a full, initial Exemption request on 2/4/2024 for the Employer-Paid Training Exemption-type under **Title 70 O.S. 21 §101.1, 4.a.**¹ The request was denied by the Board in February 2024 for two (02) reasons: 1) The Board found that the possibility of dual offerings exempted (business to business), and providing un-exempted training to individuals, “likely to confuse prospective Students.” 2) “There is no regulatory basis, protocol, or precedence to exempt a portion of a School’s training from licensure.”

In its Denial-Reconsideration request RASA reported and substantiated making the following operational, procedural, and document changes since the Board’s early 2024, Denial:

- a. **RASA received a 3-yr Grant of Accreditation by ACCET** (Accrediting Council for Continuing Education & Training). ACCET is a U.S. Department of Education-approved Accreditor. **Exhibit 8a.**
- b. A disclosure(s) was added to the RASA Catalog. **Excerpt Exhibit 8b.**
- c. A disclosure(s) was added to the RASA Enrollment Agreement (“EA”). **Excerpt Exhibit 8c.**
- d. An additional Protocol was added to RASAs Policies and Procedures. **Exhibit 8d.**

At its 6/18/2025 Board Meeting, the Board could not vote on a determination of the reconsideration request because a RASA item was inadvertently left off the final Agenda. Lack of advance Agenda inclusion prohibits an action item from being taken up by the Board under the **Open Meetings Act**. However, in her Director’s Report, the Director advised of the following legal guidance previously requested by the Board and provided in June by Jon Dutton, Es. The OBPVS’ assigned **Assistant Attorney General (“AAG”)**:

- a. Approving the exemption with the revised processes and supporting documents does not set a negative precedent.
- b. Legally, it is advisable for the Board to approve the exemption for several reasons. Specifically, under the **Equal Protection Clause of the 14th Amendment of the U.S. Constitution**, it ensures fairness and consistency should similar situations arise with other Schools.
- c. Ultimately, the AAG concluded that the Board has no legal basis to deny RASA’s request under the revised circumstances.

9. Update, discussion, and possible action regarding the executed contract with **Verif-Y (a commercial vendor)** to take over the OBPVS’ courtesy processing of Transcript Requests for certain Closed Schools. The OBPVS, to date, has processed tens of thousands of Requests for Transcripts from the two (02) Wright Career Colleges (Oklahoma City and Tulsa), Virginia

¹ **Title 70 O.S. 21 §101.1** - The term "private school" shall not include the following which are exempt from licensing by the Oklahoma Board of Private Vocational Schools:

4. Education or training, as approved by the Board, provided and paid for by:

a. an employer for its own employees.

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College (Tulsa), and LaVie College and Wellness Spa (Edmond). Plus, shorter-term handling of both Career Point College (Tulsa) and Heritage College (Oklahoma City) until the student records of both were transferred to www.parchment.com (an alternate commercial vendor) by the Closed School and/or its Bankruptcy Trustee after approximately six months (06) of OBPVS handling/processing.

Timing and Costs - In the next few months, the OBPVS will pay an initial, one-time set-up fee of Two Thousand Five Hundred (\$2,500) that includes the “ingestion” of all available digital records. The OBPVS holds these under special permission of the Office of the Oklahoma Attorney General. That permission was granted because no other person or entity was found to accept such records during the couple of abrupt School closures of 2016. Then, the OBPVS will also begin paying a Two Thousand Five Hundred (\$2,500) annual Fee meant to reduce the cost to former Students for access to their Closed School Transcripts for up to five (05) total years. The first Two Hundred Fifty (250) Transcripts, each year, will cost Five Dollars (\$5). After that for the remainder of the twelve (12) month period, the Transcript price will rise to the market-comparable cost of Fifteen Dollars (\$15). Third-Party (Verification) Requests will cost Forty Dollars (\$40).

The Staff also wants to obtain the Board’s input/guidance/opinions as to how “authentication” requests would best be handled after the Transcripts are forwarded to Verif-Y. Lastly, during the contract period, Verif-Y will make its services available at agreed-upon rates of ingestion for future School Closures (if any) overseen by the OBPVS.

10. Updates, discussion and possible action on the following items of **Old Business**

- a. Allison (Alli) Hall’s **“Allison hall Reporting Education”** New School Application to offer on-line Court Reporting training.
- b. Status of Procuring a **commercial Licensing Database** to facilitate working “smarter” by the OBPVS Staff, New School Applicants, and Licensed Schools.
- c. At the 6/18/2025 Meeting, the Vote to Adjourn was not taken by Roll Call. Board members present in June are asked to re-vote **that last Adjournment for a belated recording.** Motion was made by Elizabeth Walker; Second by Dr. Lockwood. No discussion ensued.
- d. Updated Statistics about **the annual mandatory training for licensed Schools that** occurred in or after May 2025 to address FY-2026 relicensing and other topics.
- e. Any other Board member-noted, matters of **Old Business.**

11. Discussion and possible action on **New Business** – Under the *Open Meeting Act*, New Business may include only those items that could not reasonably have been known at the time the posted Agenda was published/posted.

12. Announcements.

- a. **The next full Board meeting is oddly-scheduled for September 24, 2025** (the 4th, not 1st Wednesday in September) to accommodate the Board’s mandatory approval of the initial FY-2027 Budget. It is due by law on or before October 1, 2025.
- b. **Other Announcements** by Board members or the OBPVS staff.

13. Vote to adjourn the 8/16/2025 Meeting.

[END.]