

## Montana CSPD

---

The Office of Public Instruction Special Education Endorsement Project was created to help school districts fill vacant special education teaching positions with fully certified special education teachers.

The project is part of Montana's Comprehensive Systems of Personnel Development (CSPD), which is included under Montana Administrative Rule (ARM) number 10.16.3135 in the Montana State IDEA Plan and is regulated by Accreditation and Licensure Rule 10.55.707. School districts and cooperatives participating in the OPI Special Education Endorsement Project are subject to all administrative rules of the Montana Board of Public Education.

Montana CSPD works to ensure that all education personnel are adequately prepared and receive continuing education.

For questions regarding the OPI Special Education Endorsement Project please contact:  
Project Coordinator  
Rene' Rosell Yarbrough  
Montana State University Billings  
Montana Center for Inclusive Education  
1500 University Dr.  
Billings, MT 59101-0245  
Email:  
[rene.rosellyarbrough@msubillings.edu](mailto:rene.rosellyarbrough@msubillings.edu)  
Phone: 406-657-2097  
Fax: 406-657-2313

### See our Website at:

[www.msubillings.edu/coe/ETP/OPI/index.asp](http://www.msubillings.edu/coe/ETP/OPI/index.asp)

Revised August 2014

## OPI Special Education Endorsement Project



Administered by  
Montana State University Billings  
Federally funded by the Montana Office of  
Public Instruction under the Individuals  
with Disabilities Education Act (IDEA)



## Criteria for Acceptance

- ◆ The school district or special education cooperative has advertised a special education vacancy statewide on the Montana Jobs-for-Teachers website for a minimum of one month: <http://jobsforteachers.mt.gov/jobsforteachers.php>
- ◆ The district must state that no special education endorsed applicants applied for the position.
- ◆ The teacher holds Class 1 or Class 2 Montana Teaching Certificate.
- ◆ The applicant has been offered a contract for the advertised special education teaching position.
- ◆ The applicant must complete their special education endorsement within three years of their project acceptance date. This includes one semester of student teaching in their own classroom.
- ◆ The applicant must participate in the online *e-Mentoring for Student Success* program administered through the New Teacher Center.
- ◆ The applicant must hold a special education teaching position in Montana public schools for two years after obtaining the special education endorsement.

## Once accepted, the applicant will be required to sign a contract with OPI that stipulates the following:

- ◆ Should the teacher fail to complete the required coursework to obtain the special education endorsement within three years from the date of the Agreement, the teacher will be required to repay the stipends to OPI.
- ◆ Should the teacher fail to complete the required two years of service in a Montana school, the teacher will repay all sums paid by the OPI under the Agreement.

## Documents to Submit

- ◆ Completed application form.
- ◆ Completed participation agreement form signed by all stakeholders.
- ◆ Letter from the school district or special education cooperative verifying the applicant has been offered a contract.
- ◆ Copy of the position advertisement.
- ◆ Copy of the applicant's Montana Teaching Certificate: Class 1 or Class 2.
- ◆ Copies of unofficial transcripts from all universities the applicant has attended which confirms the semester of student teaching and degree or degrees.
- ◆ Plan of Study from the participating college the applicant plans to attend.

---

### Submit to:

OPI Special Education Endorsement Project  
Rene' Rosell Yarbrough, Project Coordinator  
Montana State University Billings  
Montana Center for Inclusive Education  
1500 University Dr.  
Billings, MT 59101-0245

## Participating Colleges

### Carroll College

Dr. Lynette Zuroff  
406-447-4353  
lzuroff@carroll.edu

### University of Great Falls

Ms. Angel Turoski  
406-791-5347  
aturoski01@ugf.edu

### Montana State University Billings

Dr. Susan Gregory  
406-657-2152  
sgregory@msubillings.edu

### University of Montana

Dr. Trent Atkins  
406-243-4978  
trent.atkins@mso.umt.edu

Dr. Morgen Alwell

406-243-5512  
morgen.alwell@umontana.edu

### The University of Montana Western

Dr. Vikki Howard  
406-683-7042  
v\_howard@umwestern.edu

---

## Stipend Information

Stipends are available to offset the cost of tuition and fees and are dispersed based on the number of credits completed during a semester.