

## Montana CSPD

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**T**he OPI Special Education Endorsement Project was created to help school districts fill vacant special education teaching positions they have advertised statewide but been unable to fill with a fully certified special education teacher.

**T**he 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.

**M**ontana's CSPD works to ensure that all education personnel are adequately prepared and receive continuing education.

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To Request an Application  
for the  
OPI Special Education  
Endorsement Project  
Please Contact:

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Project Coordinator  
College of Education  
Montana State University - Billings  
1500 University Dr.  
Billings, MT 59101  
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Fax: 406-657-2313  
[jburdge@msubillings.edu](mailto:jburdge@msubillings.edu)

See our Website at:  
[www.msubillings.edu/COE/ETP/OPI](http://www.msubillings.edu/COE/ETP/OPI)

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## OPI Special Education Endorsement Project



**Assisting Special Education in Montana**

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



# Overview of the OPI Special Education Endorsement Project

## Qualifications

- ◆ The school district or special education cooperative has advertised a special education vacancy statewide, including on the OPI website, and had no special education endorsed applicants apply.
- ◆ The applicant has been offered a contract for an advertised special education teaching position for which no special education endorsed applicants applied.
- ◆ The applicant must have a Class 1 or Class 2 Montana Teaching Certificate. Class 5 alternative licenses are not eligible.
- ◆ The applicant must agree to complete their special education endorsement within 3 years from their project acceptance date. This includes one semester of student teaching in their own classroom. These requirements are mandated by 10.55.707 and are not negotiable.
- ◆ The applicant must commit to teach special education in Montana for a minimum of 2 years following completion of their special education endorsement.
- ◆ All successful applicants must participate in the online [e-Mentoring for Student Success](#) program administered through the New Teacher Center in Helena, MT.

## Documents to Submit

- 1) Completed application form with all required signatures. *\*see back cover.*
- 2) Letter from school district or special education cooperative verifying:
  - A. the district advertised a special education vacancy statewide (including on the OPI website) and had no special education endorsed applicants apply;
  - B. the teacher has a Class 1 or Class 2 teaching certificate and will be offered the position. **A copy of the position advertisement must be included with the letter.**
- 3) Copy of Montana Teaching Certificate.
- 4) Copies of transcripts from ALL universities the applicant has attended. Transcripts must show the semester of student teaching and degree (s).
- 5) Plan of Study signed by their advisor at the university they will attend.

## Stipend Information

Stipends are available to help offset the cost of tuition and fees and are dispersed based on the number of credits completed during a semester. Stipends do not cover all expenses.

## Participating Colleges

### Carroll College

Dr. Bob Stansberry  
406-447-4352  
rstansbe@carroll.edu

### University of Great Falls

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

### Montana State Univ.-Billings

Dr. Susan Gregory  
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### University of Montana

Dr. Trent Atkins  
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Dr. Morgen Alwell  
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### University of Montana-Western

Dr. Vikki Howard  
406-683-7042  
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