Montana Office of Public Instruction

Education Licensure System Project Status

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• Educator Licensure System Key Dates & Next Steps

• Current Licensure Unit Status
Educator Licensure System Status Update

- Baseline project plan reviewed and confirmed

- Conducting business requirements meeting - **80% complete**
  - Audits and Educator Application
  - Enforcements and Enforcement Audits
  - Evaluator Workflow
  - Licensure Process
  - Payment Processing
  - Foreign Application and Social Security

- Platform Configuration – **10% Complete**

- Data Migration – **40% Complete**
  - Received MSEIS database for technical analysis
  - Clean-up data activities initiated

- System Integration – **25% complete**

- Single Sign-On integration technical analysis – **20% Complete**

- Prototype and training for login and home page

- On target to meet delivery for implementation of full system **June 01, 2022**
System Implementation Deployment Phase will Transition into Maintenance & Support after Launch Date

Implementation Activities Requiring OPI Involvement
1. Contract Finalization
2. Kick-Off Meeting
3. Requirements Phase (for subject matter expertise input)
4. Confirming System Configuration
5. Testing (User Acceptance Testing) and Training
6. Post-production Review and Approval

RANDA Contract Obligations
RANDA Solutions shall provide system implementation activities and deliverables related to a successful system implementation of an educator licensure system per the Montana OPI requirements and as agreed by the Statement of Work. The current contract requires a full-implementation of the system (June 1, 2022) with one full calendar year of maintenance.

Contract High-level Details for System Implementation (1.5 Years)
- Deploy a full educator licensure system – June 1, 2022
- Maintenance and Support – May 26th, 2022 – June 30th, 2023

Next Steps: Complete business requirements, integration design, SSO design, application demo with stakeholders
Current Status in Licensure

COMMUNICATION
- Educator Licensure FAQ on webpage.
- Specialists on phones to address individual questions.

PROCESS
- Paper applications and renewals are coming in without a problem.

LICENSURE UNIT
- Working diligently to get existing open and new paper applications closed and issued.
- Will start training on the new system.

TO COME
- Data transfer
- Webpage revamp
- Tutorials/webinars for educators