Montana Office of Public Instruction

Education Licensure System Project Status

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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

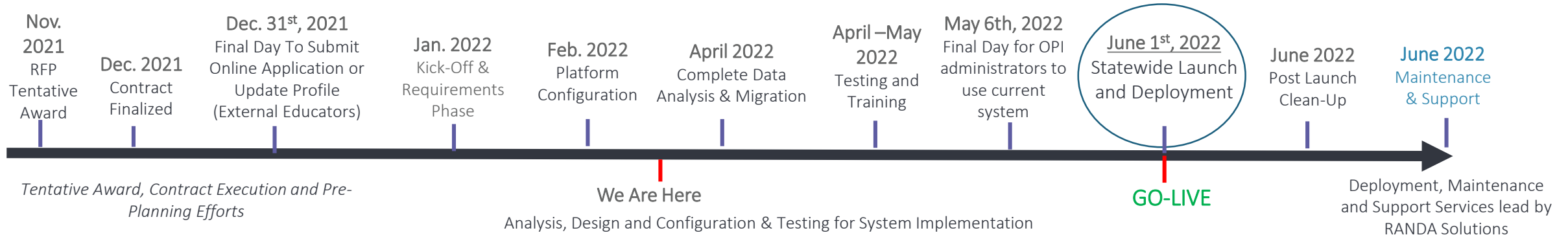- Platform Configuration – **10% Complete**

- 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**

Educator Licensure System Key Dates & Next Steps

System Implementation Deployment Phase will Transition into Maintenance & Support after Launch Date

Nov. 2021
RFP Tentative Award

Dec. 2021
Contract Finalized

Dec. 31st, 2021
Final Day To Submit Online Application or Update Profile (External Educators)

Jan. 2022
Kick-Off & Requirements Phase

Feb. 2022
Platform Configuration

April 2022
Complete Data Analysis & Migration

April –May 2022
Testing and Training

May 6th, 2022
Final Day for OPI administrators to use current system

June 1st, 2022
Statewide Launch and Deployment

June 2022
Post Launch Clean-Up

June 2022
Maintenance & Support

Tentative Award, Contract Execution and Pre-Planning Efforts

We Are Here
Analysis, Design and Configuration & Testing for System Implementation

GO-LIVE

Deployment, Maintenance and Support Services lead by RANDA Solutions

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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
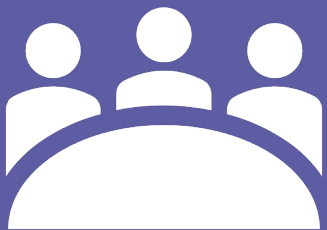
Current Status in Licensure

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