

# KID MUSEUM

## Challenge Summit Saturday, May 11, 2019 Gaithersburg High School

### Participation Timeline:

Suggested Deadlines	Task	Completed
By Thursday, April 11	Submit online RSVP form to KID Museum - <a href="http://www.kid-museum.org/challenge-summit">www.kid-museum.org/challenge-summit</a>	
By Tuesday, April 23	Send home invitations to Challenge Summit and secure transportation and chaperones (permission slips should have gone out prior to Summit RSVP).  Note: In order to keep track of turnout, permission slips, invitations, and follow up calls are recommended, even if students will not be taking MCPS sponsored transportation.	
By Friday, April 26	Finalize list of participating students and families.	
By Monday, April 29	Make follow up calls to families of students that have not indicated whether or not they will be attending.	
By Wednesday, May 1	Make follow up calls to all families who have committed to participating to confirm attendance.	
By Friday, May 3	Communicate any last minute changes to KID by emailing Liza Manfred - <a href="mailto:liza@kid-museum.org">liza@kid-museum.org</a>	
Saturday, May 11	Challenge Summit	