



McCALL FIELD CAMPUS
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K12 Residential Task Timeline

Hello teachers and program planners! Use this document and check out the information in our OneDrive folder [MOSS Program Resources! \(Residential\)](#) to organize your next program.

10 Months Before Your Program

- ☐ Receive confirmation letter
- ☐ Pay deposit
- ☐ Sign & return confirmation letter – starting for winter 2026 programs

A Few Months Before

Facilities Use Agreement – Sacha will initiate with your school administrators

3 Months Before

- ☐ Complete the [Pre-Program Questionnaire](#)
- ☐ Recruit Chaperones — we suggest 1 adult per bunkhouse unit and 1-2 per dorm space
- ☐ Share enrollment links — ([first MOSS program ever](#)) & ([done a MOSS program before](#))
- ☐ Share relevant information from the Resources folder – i.e., Step by Step Enrollment Guide, What to Bring, Role of Teachers & Chaperones, etc.

2 Months Before

Complete your Group List (linked in an email from Sacha)

1 Month Before

Program communication transitions from Sacha to Dylan

Arrive @1p MT on the first day

Depart @10a MT on the last day

The Week After

Respond to Sacha's email prompt about the invoice

2 Weeks After

Your balance is due (payment info is included in the final invoice email)

We are here to help. Reach out anytime!

Sacha Jackson:

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Dylan Porter:

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