



TRANSITION FAIR: 1-MONTH PLANNING AGENDA

AGENDA ITEMS	NOTES
Planning <ul style="list-style-type: none"> - Registration Process - Exhibitors - Theme - Space - Fair Set-Up (tables, keynote, breakout sessions) - Date 	*Re-confirm date and space
Volunteers	*Confirm volunteers
Student Input (transition planning needs)	*Confirm student attendance
Advertising	
Teachers and Administration	*Confirm teacher attendance *Prep students for the fair