LEVEL UP VIRGINIA

TRANSITION FAIR: 1-WEEK PLANNING AGENDA

AGENDA ITEMS	NOTES
Planning - Registration Process - Exhibitors - Theme - Space - Fair Set-Up (tables, keynote, breakout sessions) - Date	
Volunteers	*Send reminders
Student Input (transition planning needs)	*Send reminders
Advertising	
Teachers and Administration	*Send reminders *Prep students for the fair