

Appreciation Week

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What is
Appreciation
Week?



What?

An opportunity for Seniors to:

- 1.) Write a letter of appreciation to any Certificated or Classified person from Kindergarten - 12th Grade.
- 2.) Deliver the letter in person in his / her CAP & GOWN.



For Whom

is Appreciation

Week intended for?



For Whom?

TRUTH BE TOLD...

Appreciation Week was originally intended for:

The GRADUATE & The TEACHER!

**BUT I HAD NO IDEA THE AMOUNT IMPACT IT
WOULD HAVE UPON SO MANY OTHERS!**



Where

Should Teachers be Recognized?



Where?

As Best as Possible:

Try to have the presentations in front of a current class.

If teacher is retired, invite him or her back to their former site for the presentation.

If teacher is unable to meet, letter can be mailed to the teacher's last known address.



When

Should Teachers be
Recognized?



When?

As Best as Possible:

- 1.) Try to avoid the month of May because of IB and/or AP Testing.
- 2.) Try to avoid State Testing.
- 3.) Be sure to provide Jostens with plenty of time to provide the Cap & Gowns early.



How Should Appreciation Week be Completed?



How?

1.) Hold Sr. Class meeting **EARLY**: (1st Friday of SCHOOL?).
Show DVD BRIEFLY explain program. (let DVD do the talking.)

2.) Provide periodic reminders in announcements until LETTER COLLECTION DAY:
(1 week before end of semester)

(IN THE HEADER & ON THE BACK OF THE ENVELOPE)

Letters MUST include the following:

Name of Honored Teacher.

Last known school of employment.

Grade(s) taught.

Name of Senior.



How? WITH 6 MONTHS BEFORE APPRECIATION WEEK...

1.) Contact Local Newspaper or Local Television News Channel

<http://www.pe.com/local-news/riverside-county/riverside/riverside-headlines-index/20130327-riverside-graduating-students-surprise-former-teachers.ece>

<http://www.nbclosangeles.com/on-air/as-seen-on/297967721.html>

2.) Contact Superintendent (so s/he can contact Principals)

Dear Dr. Salazar,

I am writing you this e-mail to ask for your consideration and support regarding a new campaign I am starting here at Norte Vista. I saw a similar campaign presented by a school in at a recent Renaissance State Convention. The Superintendent of the District said that the campaign was the most powerful thing he had ever seen in education.

The campaign is called **Appreciation Week**, and basically it is an opportunity for our Seniors to write 1 letter of appreciation to a former Staffulty member of theirs before they graduate. The Senior will then surprise their honoree by hand delivering the letter in their Cap and Gown to the honored teacher (hopefully in front of their current students for greater impact and effect). At this time, we have nearly 100 participants and about 150 letters written thus far.

I am looking to get our local newspaper involved and invited a reporter from the NBC Channel 4 news team in Los Angeles to follow us as we make our presentations.

The purpose of this campaign is three-fold..

- 1.) Allow the Seniors an opportunity to thank a teacher or ANY adult from their past that poured their life into them.
- 2.) Allow current students who are currently being taught / mentored by these incredible adults of inspiration an opportunity to realize just how fortunate they are to have them in their lives.
- 3.) Finally, allow FUTURE GRADUATES (current Elementary and Middle school students) see current Graduates in their Cap and Gown and CONSIDER THEIR OWN FUTURE GRADUATIONS NOW, instead of later).

Dr. Salazar, I am truly excited about the possibilities of inspiration this event can bring to our school District. It is my hope that this can become an annual event, one that will continue to grow in number an impact for years to come.

I have already contacted Human Resources to see if I can have access to some forwarding information for Colleagues who are no longer in the District.

Here's where I was hoping you could help Dr. Salazar...I have yet to contact any of the Principals for the respective schools the teachers are at. I will be doing so soon, but I was hoping to receive your blessing first, before I sent out the e-mail. With this being a new campaign, some people might be skeptical, but I wanted to reassure you and everyone else, I will be sure to make this event as professional as possible, in which classroom interruption will be held to a minimum, especially with CST's around the corner. I will coordinate with the Principals as to the best time and day during the week to deliver the letters, and each



How?

WITH 2 MONTHS BEFORE APPRECIATION WEEK...

1.) Sort Letters according to School(s) of Delivery.

If necessary, make arrangements with bus company; district van provider; and / or personal vehicle.

Provide Jostens with list of Seniors who will be receiving their Cap & Gowns EARLY.

2.) Personally contact Principals of Schools (via e-mail) and encourage them to keep the presentations SECRET.

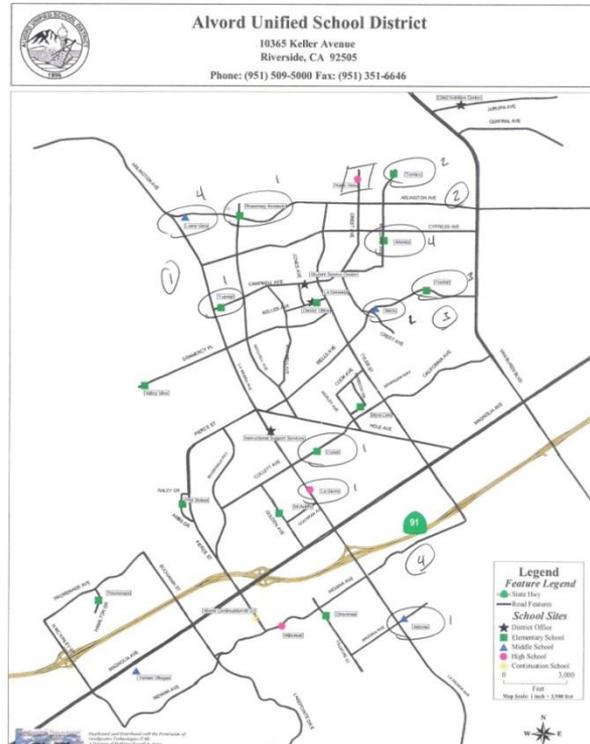
3.) In e-mails to Principals...ask for best time(s) and day(s) for presentations to occur during the week.

(AVOID PREP PERIODS!)



How?

ALVORD DISTRICT MAP & ROUTES



How?

With 1 WEEK BEFORE APPRECIATION WEEK...

1. Conduct FINAL MANDATORY Lunch-Time meeting with ALL participating SENIORS to:
 - a. Provide Presentation Schedule (Pick-Up Times & Dates).
 - b. Distribute Permission Slips (Due on Presentation Day).
 - c. Distribute Cap & Gowns (Balances must ALL be paid).

DURING APPRECIATION WEEK...

1. Bring **VIDEO CAMERA** for future DVD.
2. Bring **EXTRA** Graduation regalia (just in case).
3. Be sure to **WEAR** your Hood and Gown.
4. Explain **BRIEFLY** to classes what & why you are doing the presentations AFTER Senior presents.
5. Invite all HONORED TEACHERS to **ATTEND** your upcoming COMMENCEMENT CEREMONY.
6. Bring **SCRIPT** for Seniors to read.



How?

SCRIPT

Good Morning / Afternoon, my name is _____ and I stand before you as a member of the Graduating Class of 2016. This year, I was given the opportunity to write **1** letter of appreciation to any Teacher or Adult who made a lasting impact upon my life anytime from Kindergarten until now. As such, I selected _____ as my Most Inspirational Teacher. My fondest memory of _____'s class was when... [**TELL STORY HERE**]. Had it not been for Mr. or Mrs. _____, and other teachers like him / her, I may not be standing in front of you today, a proud graduate of the Class of 2016. Thank you Mr. / Mrs. _____ for all you did for me and other students like myself. You are truly one of Alvord Unified School District's MOST INSPIRATIONAL TEACHERS!



How?

DURING APPRECIATION WEEK...(FINAL THOUGHTS).

1. Gifts are nice and will be treasured...but are OPTIONAL!
2. BUT if Seniors would like to provide a GIFT...

HOW ABOUT...

**A FRAMED PICTURE
FROM THE PAST?!**

3. Be sure to DEBRIEF with your SENIORS during opportune moments BETWEEN the presentations.
4. Seniors will recall: stories, experiences, and even SMELLS!



Why Should
Appreciation
Week be done?



Why?

For Graduates of the:

- PAST.
- PRESENT.
- AND FUTURE.



Why?

BECAUSE OF
THE IMPACT...



Mahalo to:

- ***Dave Olbright, Tyler Olin, & Richard Parkhouse***
- ***Graham - Kapowsin High School, WA.***
- ***& EACH OF YOU for your TIME & COMMITMENT to YOUNG PEOPLE.***



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