The Hero Contest/Teacher Appreciation Week Treat Schedule

**Day 1:** Kickoff – No treats required.

**Day 2:** Coffee and caffeine in the break room. Ideas: Often a local coffee shop or chain will be willing to donate coffee for Teacher Appreciation Week if you ask. You can also do tea, Red Bull, Gatorade, trail mix, energy bars, fruit, etc… Here’s an email you can copy and send to local coffee shops to reach out for assistance:

Hi,

Teacher Appreciation Week is May 6-10, and with all that has been going on, we are making a special effort this year to involve the community in helping us express appreciation for our teachers and staff.

The school will be putting on a big superhero themed appreciation week, but I need to reach out and hopefully find some superheroes in the community to help us too. As administrators, we want to provide special treats for the week, but we need assistance for it to be at all possible

I specifically thought of you because on Tuesday, May 7th, we are trying to setup and provide a coffee and caffeine station. If you are at all able to provide any sort of donation, that would be wonderful!

If you could, I would obviously credit you with a sign and acknowledgment in the email to all the staff. As you know, teachers are loyal, love freebies, and never forget the businesses that help out! If something like that is possible, I’ll be happy to help coordinate with you how best to do that.

Again, any type of help is appreciated. Thank you so much!

**Day 3**: Baked goods in the break room. Ideas: Homemade treats are the best, and you might have a good PTA who would be happy to handle this for Teacher Appreciation Week. Otherwise, you can usually purchase a variety of baked goods inexpensively, or try reaching out to a bakery or store with this email:

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I specifically thought of you because on Wednesday, May 8th, we are trying to setup and provide a baked goods and sweet treats station. If you are at all able to provide any sort of donation, that would be wonderful!

If you could, I would obviously credit you with a sign and acknowledgment in the email to all the staff. As you know, teachers are loyal, love freebies, and never forget the businesses that help out! If something like that is possible, I’ll be happy to help coordinate with you how best to do that.

Again, any type of help is appreciated. Thank you so much!

**Day 4:** Hotdogs and hamburger cookout for staff at lunch. Ideas: Again, this might be something the PTA or a parent who likes to grill could help out with. Our suggestion is to keep it simple, because this will be in the middle of a school day. Hotdogs and/or hamburgers, some chips, maybe a few extras, and you’ll be fine. If you have a big staff and would like to ask a supermarket for donations, here’s an email for that:

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The school will be putting on a big superhero themed appreciation week, but I need to reach out and hopefully find some superheroes in the community to help us too. As administrators, we want to provide special treats for the week, but we need assistance for it to be at all possible

I specifically thought of you because on Thursday, May 9th, we hope to grill out and provide hamburgers and hotdogs, along with some chips and extras, for all the staff. If you are at all able to provide any sort of donation, that would be wonderful!

If you could, I would obviously credit you with a sign and acknowledgment in the email to all the staff. As you know, teachers are loyal, love freebies, and never forget the businesses that help out! If something like that is possible, I’ll be happy to help coordinate with you how best to do that.

Again, any type of help is appreciated. Thank you so much!

**Day 5:** This is the meeting day, and the bonus mission for teams is to show creative coworker appreciation at the meeting. Thus, there should be plenty of treats floating around from the teams, and providing more treats from you is optional. You will be handing out the Secret Prize to the winning team, and if you want to do more, now could also be a good time for anything you want to hand out to the entire staff, like small gift bags.