Dear AMAZING Teachers and Staff of Westfield Elementary,

I don’t know where to start to tell you how much we appreciate ALL you do for our kids! We are so grateful and hope that you can feel the love that we have for you this week at Teacher Appreciation!!!!

I am so excited about all of the wonderful events that we have planned for this week. It came to my attention that the Lunch Ladies start EARLY!! So we have changed the breakfast to 6:45 A.M. to 9:00 A.M. so EVERYONE can come BEFORE or after their SHIFT. We truly want EVERYONE to be a part of this teacher AND staff appreciation week. We know that it takes a HUGE team of dedicated and devoted people to accomplish all of the many wonderful things that you do for our KIDS EVERY DAY!!! We know!!! And we again are SO GRATEFUL to EVERYONE OF YOU!!!!!

Here is what we have planned for YOU!

The following is for EVERYONE-EVERYDAY! Everything will be set up in the Staff Lounge/Lunchroom area for you every day.

**Monday March 18th** – Continental Breakfast 6:45 A.M. to 9:00 A.M.

**Tuesday, March 19th** Treats – Ready to pick up at 7:30 A.M. in the Staff lunch area

**Wednesday March 20th** – A loaf of bread and honey butter 7:30 A.M. in the Staff lunch area

**Thursday March 21st –** A Gift from the PTA

**Friday March 22nd**  – Lunch - 10:30 A.M. to 1:00 P.M.

A HUGE THANK YOU to Apple Spice Café and Bakery for their generous donations.

We are also highlighting a group each day We are asking the students to bring their notes/items into the classrooms, directly to that person or they can deliver them to the front office. **If items for OTHER Staff members are brought to YOUR classroom, we are asking the teachers to have one of their students bring the items to the Office after the Later Gators have arrived and put them in the Apple Spice Café Bakery Boxes that will be in the Front Office Area.** THANK YOU!!!! This will be a “THANK YOU SO MUCH” week for EVERYONE!!!! **(Flyers for the students to take home on Monday with ALL of the DETAILS will be in your box on Monday morning so please look for them!)**

HERE IS THE AGENDA FOR NEXT WEEK FOR EACH GROUP

**Monday** – Decorate the Doors by the Room Mom’s and School by the PTA - A Huge Thank you to the Room Mom’s and the Teacher/Staff Appreciation Committee for providing and putting up the decorations!!!

**Tuesday** – Bus Drivers, Crossing Guards, Lunch Room staff, Kitchen Staff, & Custodial Staff.

**Wednesday** – FRONT OFFICE STAFF

**Thursday** – TEACHERS!!!

**Friday** – Specialty Teachers and Teacher Aide

We added in the letter that ANY DAY in ANY WAY to show appreciation would be WONDERFUL!!!!!

We hope you know how much we LOVE YOU and appreciate you!! If you have ANY questions, please feel free to contact me!

Sincerely,

Kristen Ashworth Curtis

Teacher and Staff Appreciation Chair

And the Westfield PTA

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