

# Principal APPRECIATION DAY



## 50's Theme

**Coordinator and Crew Adviser  
Checklists**

**Retro Diner Menu of Appreciation**  
(A-Team Thanks)

**Vinyls of Thanks**  
(A-Team Thanks or Whole School)

**For the Record Thanks**  
(Whole School Involvement)

**Printable Thank You Cards**

**Cool Cat Presentation**

**Social Media Posts**

**Rockin' Report Announcements**

**Yakety Yak Song " Rewritten Lyrics**

**Twist and Shout Messages**

**Jukebox Goodies**

**Water Bottles & Chocolate Bars**

**Posters**

**Grant Requirement & Awards**



# School Coordinator Checklist

## (OUTSIDE THE MEETING)

1. Distribute parts of the packet to the appropriate crew leader (Action, Creative, Papparazzi).
2. Hold a planning meeting with the crew leaders.
3. Invite the principal or assistant principal to say some honoring words during the presentation.
4. Hold a meeting with the A-Team to coordinate the presentation.
5. Read the first day of announcements explaining the theme and the group being honored.
6. Send an email to parents about how to show appreciation. (Template [Here](#))

## Meeting Agenda

### (DURING THE MEETING)

- Decide activities for the appreciation day.
- Work out any logistics for activities.
- Determine which crews will provide students for which roles during the presentation.
- Schedule a date and time for the presentation.
- Determine any special guests to be invited to participate.

# Action Crew Adviser Checklist

## (OUTSIDE THE MEETING)

1. Set up a Rockin' Record Booth in the cafeteria (or other centralized location) for students to write thank you notes the week of the celebration.
2. Ask a group, class or club to do something to make the day special.
3. Ask a group or individual to sing the song and follow up with them to ensure they know the date and time of the Cool Cat Presentation
4. Have the two students practice and perform the announcements.
5. Put up the marquee message.
6. Invite a community, school group or PTO to provide a meal if you decided to do so.
7. Collect items for goodie bags and fill them.
8. Put the thank you notes in the Jukebox Goodies.
9. Participate in the Cool Cat Presentation.

## (DURING THE MEETING)

## Meeting Agenda

- Print out Vinyl Record Notes to distribute to students to write their thank you's.
- Select two students to perform announcements.
- Select marquee message to post.
- Send reminders to those who have agreed to provide items or help for the day.
- Write a thank you note.
- Consider if you want to invite a group to provide a meal for the honorees.
- Determine who to ask to sing song.
- Identify emcee for presentation.



*delicious!*

# Creative Crew Adviser



## Checklist

(outside the meeting)

- 1. Decorate the principal door with a jukebox and records of thanks.
- 2. Make Retro Diner Menu for the Principal.
- 3. Post the Signs and Posters.
- 4. Put Creative Crew thank you notes in the Jukebox Goodies.
- 5. Give Jukebox Goodies and the labels for the water bottles and candy bars to Action Crew.
- 6. Participate in the presentation.

## Meeting Agenda

(during the meeting)

1. Decorate Jukebox Goodies.
2. Make Posters and Signs.
3. Print or create labels for water bottle and candy bars.
4. Write a thank you note.
5. Determine who will complete the tasks on checklist.

# Paparazzi Crew Adviser Checklist

## (OUTSIDE THE MEETING)

1. Conduct Interviews.
2. Post Social Media Message on School Facebook Page Promoting the Day.
3. Take Great Photos of preparations, presentation, interviews and decorations preferably with honorees.
4. Post at least 5 Pics/Video and a brief summary on the Utrust Awards & Eligibility App. (See awards page for details)
5. Upload to the App up to 3 pics of your best appreciation notes for a chance to win. (See awards page for details)

## Meeting Agenda

### (DURING THE MEETING)

1. Write a note of thanks to the principal
2. Determine what interview questions will be asked.
3. Determine who will complete the tasks on checklist.

Principal Appreciation Day  
February 2027

# Paparazzi Questions

## Questions for Students

1. If our principal were running the busiest diner in town in the 1950s, which of the following problems do you think they would handle best—and why?

Bullying, Disrespect, Unkind Words, Poor Attendance, Cheating, Not Following School Rules

2. Which of these qualities that people admired in the 1950s best describes our principal? Why? (Reporter shows the list to the student)

- Cool Under Pressure
- Fair and Trustworthy
- Kind-Hearted
- Encouraging
- Dependable
- Friendly Leader
- Always There to Help

3. If \_\_\_\_\_ (principal name) had a signature 1950s style, would it be saddle shoes, a leather jacket, or a slicked-back hairstyle? Why?

Use the best clips of the answers and pics from the appreciation day activities and include them in a short video. Share the link with the principal.



# Retro Diner Menu of Appreciation

Have the A-Team create a Diner Menu of Thanks to honor the principal. Use a fun diner theme with bright colors, playful lettering, and a cheerful design.

Click [here](#) for canva template for students to edit if they wish. The menu could include Breakfast Specials, Lunch Specials, Sweet Treats, and Drinks.

Students can create diner-style menu items such as Morning Motivation Pancakes, The Big Decision Burger, Appreciation Apple Pie, or "You've Got This" Root Beer Float. Include a short description explaining how each item represents the principal's leadership, kindness, and support for the school.

Encourage teamwork, creativity, and positive language. Finished menus will be shared with the principal as a fun and meaningful way to say thank you.



# Vinyls of Thanks

Have the Creative Crew create a jukebox-themed door display to honor the principal.

Gather large sheets of brightly colored butcher paper to build a retro jukebox—enough to cover the principal's door and form the rounded top, chrome-style sides, glowing light panels, and center window.

Cut and layer the paper to design the jukebox shape, adding fun details such as buttons, neon stripes, music notes, and metallic "chrome" made from foil or silver paper.

Create vinyl-style thank-you records to decorate around the jukebox.

Write fun record-style thank-you titles for the principal. Examples include:

- "Johnny B. Good?—More Like Our Principal B. Great!"
- "Good Golly, Greatest Principal in Town!"
- "Leader on Repeat—Because You're Awesome!"
- "Rockin' the Schoolhouse!"
- "Greatest Hits of Leadership!"

Students may also add short, encouraging messages like "Thanks for keeping our school rockin'!" or "Your leadership is always a hit!"

When all the records are complete, place them around the jukebox on the door—framing the sides, forming a border, or creating a "Wall of Hits" near the entry.

Finish by adding a title above the jukebox such as "Our Principal Rocks!", "Greatest Hits of Leadership!" or "Thanks for Keepin' Our School Rockin' and Rollin'!"



# For the Record Thanks

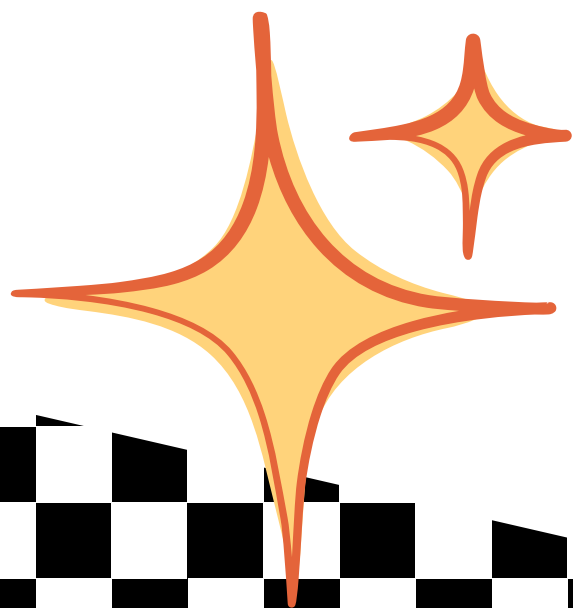
## (WHOLE SCHOOL INVOLVEMENT)

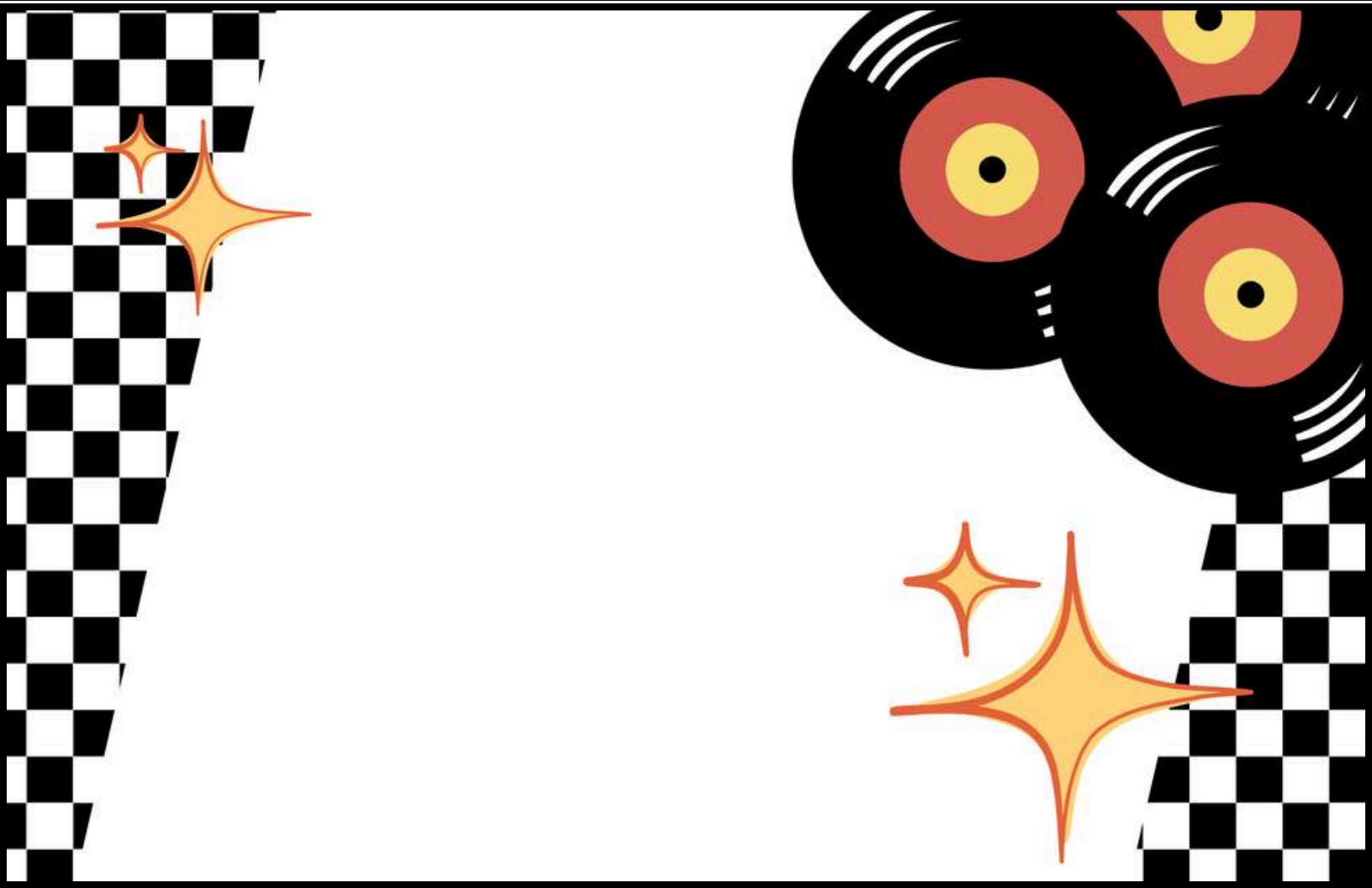
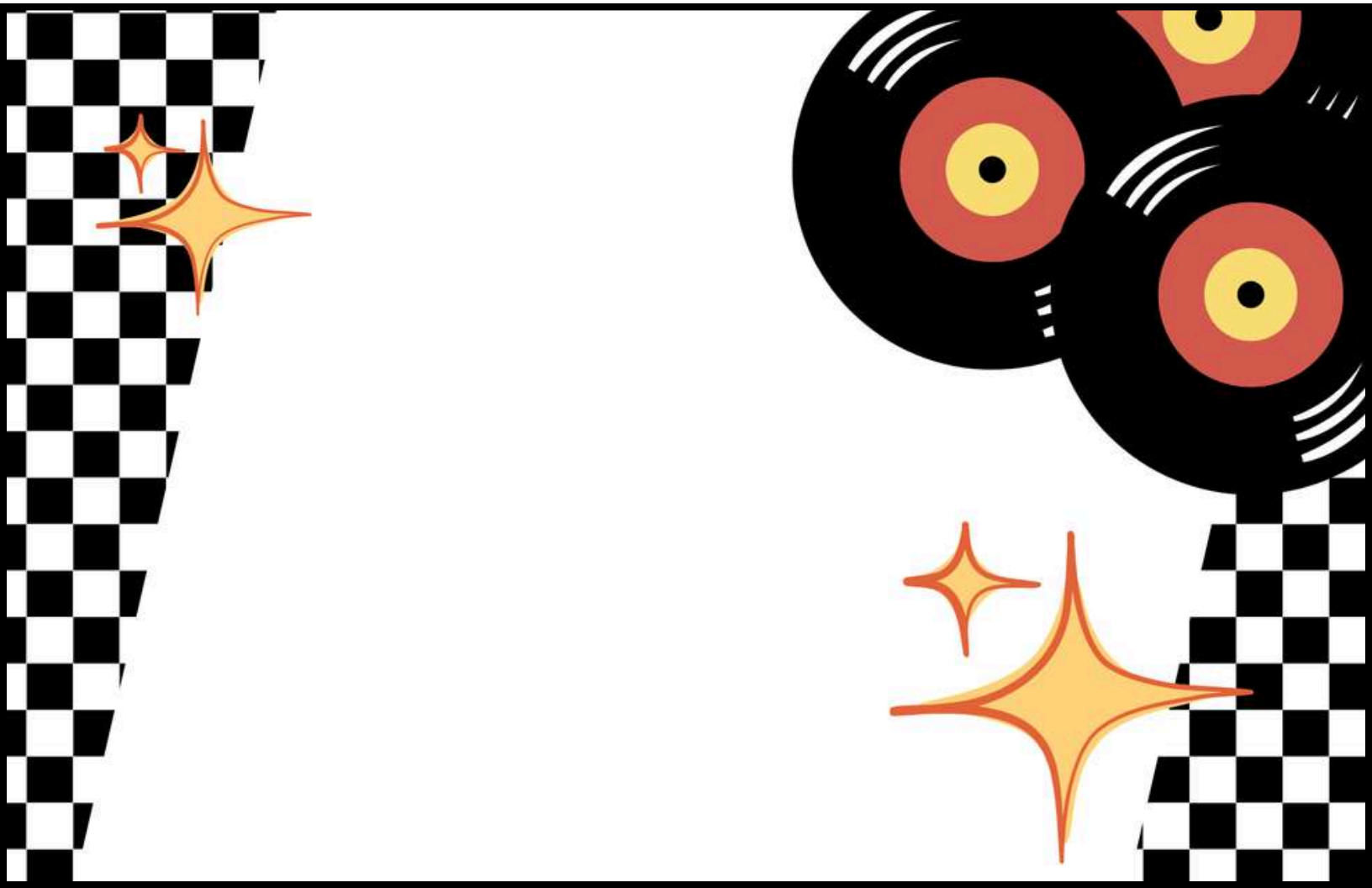
- Set up a “Rockin’ Record Booth” in a central location such as the cafeteria or main hallway.
- Provide record-shaped note templates (or circles students can decorate to look like vinyl records), along with pens, markers, and colorful stickers. Students may also create their own “records” on notebook paper if they prefer.
- Make participation easy — allow students to stop by during lunch, homeroom, or other free time throughout the week leading up to Principal Appreciation Day.
- Encourage creativity! Students can decorate their “records” with 1950s-inspired designs — jukeboxes, musical notes, stars, or checkered patterns — to keep with the retro theme.

MR. JOHNSON

Thank you for always being there to make our school a great place to learn. You work so hard to keep everything running smoothly, and you always take time to listen to students. I really appreciate how you care about everyone and make school fun and safe for us. You rock!

FROM: KELLY





# Cool Cat Presentation

**1. Opening Remarks: EMCEE** (Dressed in 1950s attire — poodle skirt or rolled-up jeans, saddle shoes, leather jacket, scarf, or glasses)

"Hey there, cool cats! Welcome to our Principal Appreciation Celebration!

Today is all about celebrating the Big Cheese of our school — our amazing principal! Thank you for keeping our school running smoothly and leading with kindness and heart.

We've planned something special, diner-style, to show just how much you mean to us!

Before we start spinning our Records of Thanks, let's rewind the clock and take a quick trip back to the fabulous 1950s — the era of diners, jukeboxes, sock hops, and rockin' good vibes. Take a look!" (show [video explainer](#))

**2. Read "Records of Thanks" from Students**

Have A-Team members read several Records of Thanks

**3. Diner Menu of Thanks**

A-Team members share the Diner Menu of Thanks by reading one item from each section: Breakfast, Lunch, Sweet Treats, and Drinks. Each item includes a diner-style name and a short message explaining why it honors the principal. Example: "Today's special is Morning Motivation Pancakes — served with encouragement to start the day right!"

**4. Perform the Song**

Students sing a rewritten version of "Yakety Yak" to celebrate the Principal.

**5. Presentation of Jukebox Goodies**

Present the principal with the goodies containing small tokens of appreciation and thank you notes.

**6. Grand Finale**

A group photo is taken to commemorate the event. (use sunglasses, scarves, menus, or record cutouts for props)

## Lunch Ideas

### Main Dishes

**The Big Cheese Sliders**  
**Cool Cat Chicken Sandwiches**

### Sides

**Rockin' Pasta Salad**  
**Classic Counter Chips**

### Desserts

**Brownie Boogie Bites**  
**Sock Hop Sugar Cookies**

### Drinks

**Fresh-Squeezed Lemonade**  
**Jukebox Punch**

**Escort the principal to a 1950s diner-style luncheon if one is planned**

50s Era Videos

# Social Media Posts

Choose 1 and post on your school's social media pages

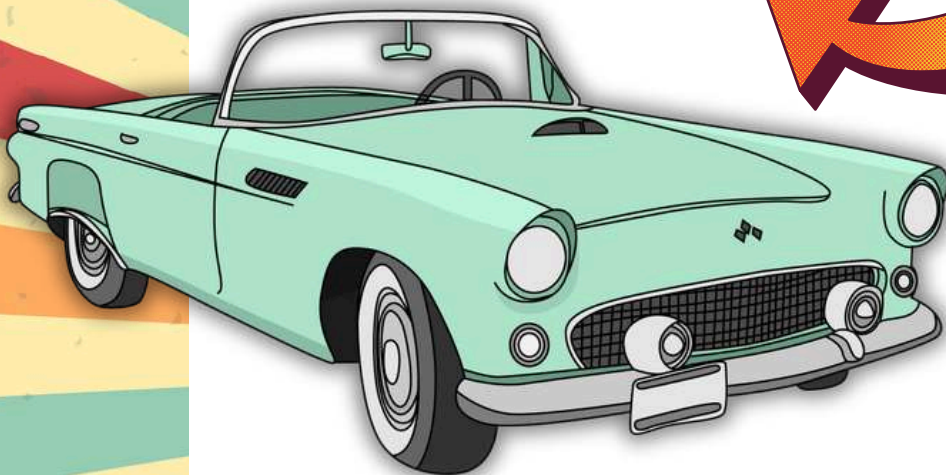
**POST 1:** 🗣️ Well hello there, Cool Cats! Today we're celebrating our rock-and-roll principal—the one who keeps our school swingin' in the right direction every single day. 🎵🌟 Drop a note of appreciation below! 💬  
#PrincipalAppreciation #1950s theme

**POST 2:** Our principal is the Big Cheese of our school—leading with heart, fairness, and a whole lot of care. 😎🍔 Thanks for making our school the coolest hangout in town!  
#PrincipalAppreciation #1950s theme

**POST 3:** 🎉 Let's hear it for our principal! 🎉 From keeping things running smoothly to cheering students on, our leader keeps the good times rollin' and the school rockin'. 🎵🏢 We sure appreciate you!  
#PrincipalAppreciation #1950s theme

**POST 4:** 🐱 Hats off to our cool cat principal! Thank you for leading with kindness, keeping things fair, and always being there when students and staff need support. You're truly the bee's knees! 🌟  
#PrincipalAppreciation #1950s theme

[Download Graphic Here](#)





# Rockin' Report ANNOUNCEMENTS



*Day 1: School  
Coordinator Teaching  
Moment*

**Have the School  
Coordinator read this  
on day one of  
announcements**

## **“Leaders That Rock!” — Celebrating Our Principals, 1950s Style!**

This week, we're turning back the clock to the fabulous 1950s to celebrate our school's rock stars — our principals!

The 50s were all about style, spirit, and rhythm. It was the decade of jukebox hits, sock hops, drive-ins, and community — a time when everyone came together to make something unforgettable. From Elvis to diners and doo-wop, the 50s taught us how to lead with heart and have a little fun while doing it!

That's exactly what our principals do every single day. They set the tone, keep things running smoothly, and bring school spirit that's second to none. Whether they're leading with vision, cheering on staff, or supporting students with care, they keep our school rockin' and rollin' in perfect harmony.

So, students, get ready to help us honor the coolest cats in the building — our principals! They keep the good vibes going, make learning a blast, and lead us with heart, dedication, and style.

Today, stop by the cafeteria (or another central spot) to fill out a “For the Record Thank-You Note” — a special note of appreciation to show our principals just how much they're valued!

Let's give them a big round of applause and a whole lot of school spirit — 1950s style! They're the leaders that make our school shine!

*Play the provided video  
during the morning news  
show or in the classrooms.*

**[Download the Video](#)**




# Rockin' Report ANNOUNCEMENTS



Day 2:  
Student  
Announcements



- |                   |  |
|-------------------|--|
| <b>Student 1:</b> | Well, slap on a saddle shoe and turn up the jukebox!   |
| <b>Student 2:</b> | Have you felt the rock-and-roll rhythm in the halls today?   |
| <b>Student 1:</b> | Oh yeah! That's because this week we're giving a big, boppin' shout-out to the cool cat in charge—Mr/Mrs. _____(insert principal name)!                      |
| <b>Student 2:</b> | That's right! Our principal keeps this place swingin' smoothly—from morning bell to last call, they keep our school runnin' like a well-oiled record player. |
| <b>Student 1:</b> | And to show our appreciation, we're droppin' some gratitude 1950s-style with our "For the Record, Thanks!" notes!  |
| <b>Student 2:</b> | Here's how it works, cats and kittens—   |
| <b>Student 1:</b> | Stop by the cafeteria and grab a For the Record Note of Thanks.  |
| <b>Student 2:</b> | Then write a message tellin' our principal why they're the coolest cat, the real headliner, or the top hit of our school!                                    |
| <b>Student 1:</b> | Maybe it's their leadership...kindness...or the way they always help things run smooth as a slow dance.  |
| <b>Student 2:</b> | Let's stack those notes high and fill the school with appreciation that's straight from the heart and right on the record!                                   |
| <b>Student 1:</b> | So grab a note, spread the thanks, and let's show our principal just how much we care—because for the record...  |
| <b>Student 2:</b> | They're rockin' this school!   |
| <b>Student 1:</b> | And that's a hit that'll never go outta style!   |
- 



# Rockin' Report ANNOUNCEMENTS



Day 3:  
Student  
Announcements



**Student 1:** Good morning, cool cats! It's Day 3 of our 1950s celebration honoring the coolest cat in charge — Mr./Mrs. \_\_\_\_\_ (insert principal name)

**Student 2:** That's right! Today's the big day — we get to really shine the spotlight on the leader who keeps our school rockin' and rollin' every single day.

**Student 1:** Our principal keeps everything running smooth and steady —

**Student 2:** Setting the beat, leading the way, and making sure our school is a place where everyone can learn, grow, and succeed.


**Student 1:** Just like the greatest hits of the 1950s, our principal brings people together

**Student 2:** And makes our school a place filled with respect, teamwork, and pride.

**Student 1:** So let's give them a big round of applause and a whole lot of appreciation! (start clapping)

**Student 2:** They're the true headliner of the week — our smooth, steady, and totally awesome Principal!

**Student 1:** For the record... thanks for keeping our school swingin' and our spirits high!



# Yakety Yak

Song




Have your chorus or another group of students sing the song live on Principal Appreciation Day. Click [here](#) for the link to a slideshow with vocals. Sing to the tune of "Yakety Yak"

You are the leader of our school,  
You're always calm and very cool.  
You want our school to be the best,  
We're working hard at your request.  
(Yakity yak) — that's a fact!

You're in the halls before the bell  
You stop to hear the tales we tell.  
You say we all must appreciate,  
If we want our school to be first-rate  
(Yakity yak) — that's a fact!

You're the captain of this crew  
Encouraging us in all we do.  
You say: follow the golden rule.  
And lift morale in our great school  
(Yakity yak) — that's a fact!

For our school, we beam with pride,  
We're glad to have you on our side.  
Thanks for being who you are,  
You are our school's bright, shining star!  
(Yakity yak) — that's a fact!



# Twist & Shout Messages

Choose one of these messages or create your own to display on the marquee for the appreciation day

School Name

Our Principal Keeps Our  
School Rockin to Success!

Principal Appreciation Day

February, 2027

School Name

Thanks to Our Principal  
For Being the Cool Cat in Charge

Principal Appreciation Day

February 2027

**Principal  
Appreciation  
Day**

# Jukebox Goodies

## Creative Crew:

Create a 1950's-style jukebox to honor the principal. Choose one of these options:

### Option 1: Brown Paper Bag Jukebox

Decorate the front of a brown paper bag to look like a 50's jukebox.

Use bright colors, chrome edges, and fun phrases like:

- "Our Principal Rocks!"
- "Serving Up Thanks!"
- Tie colorful yarn on the handles and add the principal's name.

### Option 2: Cardboard Jukebox With a Removable Lid

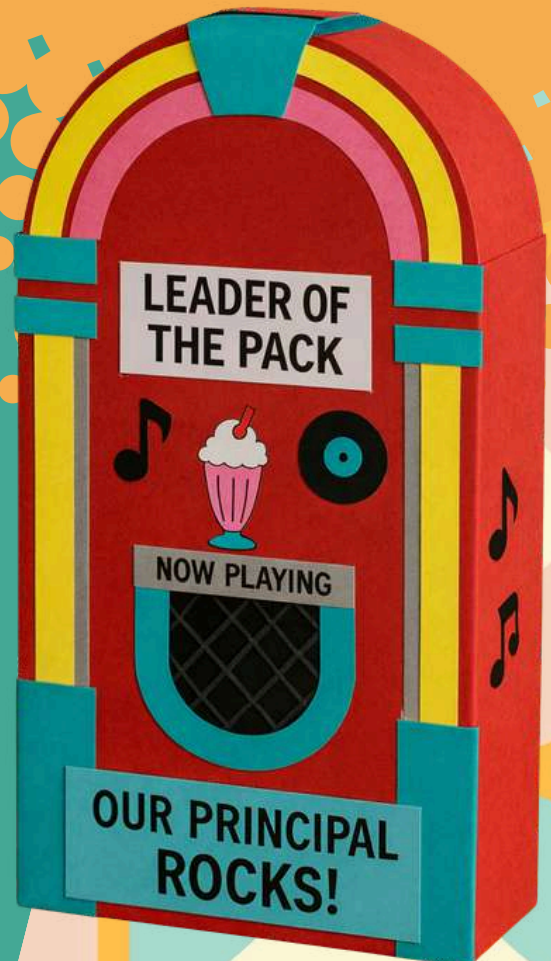
1. Use a shoebox or small cardboard box.
  - Stand it upright (like a tall rectangle).
2. Cut off the top lid carefully and save it.
  - This will become the "removable top" of the jukebox.
3. Decorate the box to look like a 1950's jukebox.
  - Add a rounded arch, chrome trim, speakers, and a song list window.
  - Use bright 50's colors: teal, red, pink, yellow, and black.
4. Decorate the separate lid to match the top of the jukebox.
  - You may need to add a paper "arch" shape to make it look rounded.
5. Place the lid back on so the jukebox looks complete

## Action Crew:

- Ask a school or community group to donate goodies.

Label each treat with 50's-style names, such as:

- "Rockin' Rewards"
- "Good Vibes Treat"
- "Record-Breaker Snack"
- "No. 1 Hit Goodie"







Thanks for Keeping Us  
Shakin', Rockin' and  
Rollin' to Success!



**NUTRITIONAL FACTS**

*Amount per Serving*

Fun.....100%  
Laughs.....100%  
Memories.....100%  
Smiles.....100%

Ingredients: *Made with Love*



Principal Appreciation Day





Thanks for Keeping Us  
Shakin', Rockin' and  
Rollin' to Success!



**NUTRITIONAL FACTS**

*Amount per Serving*

Fun.....100%  
Laughs.....100%  
Memories.....100%  
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Ingredients: *Made with Love*



Principal Appreciation Day



*Thanks for Keeping Us Shakin'  
Rattlin' & Rollin' to Success*

*Principal Appreciation Day*



*Principal Appreciation Day*

*Thanks for  
Keeping Us  
Rockin' to  
Success!*



*Thanks for Keeping  
Us Rockin' to Success!*

PRINCIPAL APPRECIATION DAY





Thank you for  
keeping our school  
'Greased Lightning'  
and running  
smooth!



Thank you for  
keeping our school  
'Greased Lightning'  
and running  
smooth!



Thanks for Shakin'  
Rattlin' and Rollin' Us  
Towards Success!



Thanks for Shakin',  
Rattlin' and Rollin' Us  
Towards Success!



Thanks for Shakin',  
Rattlin' and Rollin' Us  
Towards Success!



Thanks for Shakin'  
Rattlin' and Rollin' Us  
Towards Success!





*Principal Appreciation Day*

***PRINCIPALS  
MAKE OUR  
SCHOOL A  
SOCK HOP  
OF  
SUCCESS  
EVERY  
DAY!***



*Thank our Principal Today!*



**THANKS TO OUR  
PRINCIPAL**



**FOR BEING THE  
COOL CAT  
IN CHARGE**

# Grant Requirements & Awards

**DEADLINE  
FRIDAY  
FEB 19**



## **SHINING STAR AWARD:**

(Fulfills Grant Requirement +  
Chance to Win \$100 for Your  
A-Team)

Submit in the App:

- Minimum of 5 themed photos
- Brief summary of Appreciation Day activities

This submission keeps your school eligible for next year's grant funding.



## **AWESOME NOTES AWARD:**

(Chance to Win \$100 for the  
Honoree)

Submit in the App:

- Photos of your 3 best Awesome Notes
- Each note photographed separately
- Clear, readable images

## **IMPORTANT**

- All entries must be submitted through the Utrust Awards & Grant Eligibility App
- No Facebook posting is required
- Submit before the deadline of Friday, Feb 19

The app makes submission simple, guided, and complete — no extra steps to remember.

[\*\*ACCESS THE APP\*\*](#)