



Seasonal Newsletter

Table of Contents

Greetings	1
Announcements	1
Organization Tips	2
Birthdays	3
Birthdays	4
Summer Timeline	5
Summer Timeline	6
Approved Music List	7
Approved Music List	8
New Student Booklets	9

A Word from Our President:

Even though the economy is tough, people are still willing to invest in their children. What we are doing is giving students that extra edge and that extra boost to stand out in our society. They are gaining life skills that will make a difference in their lives.

- Charles Winters, President

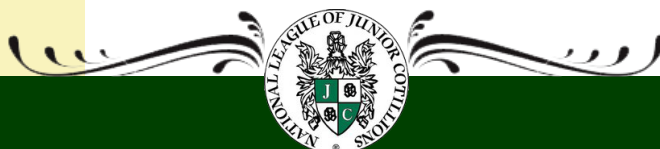


Announcements

New NLJC Directors:

- William Anderson of Marshall, VA*
- Monica Brademann of Cumming, GA*
- Britton Cohn of Charlotte, NC*
- Lisa Leymeister of Lewisburg, TX*
- Jennifer Rowe of Douglasville, GA*
- Guiselt Santos-Banks of Hurlburt Field, FL*
- Suzanne Taylor of Midland, GA*

Please welcome these new directors to the Cotillion family!



Organizational Tips from Susan Humphries

Susan Humphries has chapters in Hot Springs, Arkadelphia, Conway, Texarkana, and Saline Arkansas.



Susan Humphries is past her 20th year as a Director for NLJC, and she currently has five chapters. When asked about how to organize an NLJC chapter, she gave some great ideas. Here are some of her organizational tips:

- Group supplies and props by month.
- Use big tubs for class paraphernalia.
- Keep a list for each month of everything needed for that month's class.
- If you have any leftover dance cards, count them and place them in a ziploc bag in the Ball's tub. Make a note on the outside of the tub with the number of dance cards.
- If any Ball decorations need to be replaced, list those on the outside of the tub.
- Use index cards for several different things.

As for using index cards, Susan suggests keeping them for lists of how many students are in each class (broken down by boy/girl), so that you know how much/how many plates, cups, cookies, punch, etc. you will need. If you keep these index cards and use them all season long, you won't have to "rethink" each month. It makes ordering items for the Spring Ball, such as corsages, dance cards, etc., so much easier. Susan keeps another set of index cards listing everything she needs to load into her car each month. Keep all of these index cards in a large envelope for each month with a list on the outside of decorations for that month, handouts, types of music, and names with phone numbers.

One of Susan's best tips is to take a few minutes extra when putting things away. This will make things go so smoothly when it is time to start all over again. You will know what is left over and how much you will need without much effort to determine all of those things. Co-tillion runs smoothly when you are organized and plan ahead.



Summer Birthdays

June

<i>Courtney Duncan</i>	<i>Austin, TX</i>	<i>June 7th</i>
<i>Beth Kelly</i>	<i>Enid, OK</i>	<i>June 9th</i>
<i>William Anderson</i>	<i>Marshall, VA</i>	<i>June 13th</i>
<i>Sandy Redfern</i>	<i>Little Mountain, SC</i>	<i>June 14th</i>
<i>Heather Sexton</i>	<i>Louisville, KY</i>	<i>June 19th</i>
<i>Teresa Robinson</i>	<i>Murfreesboro, TN</i>	<i>June 20th</i>
<i>Leia Coleman</i>	<i>Whitehouse, TX</i>	<i>June 22nd</i>
<i>Teresa Libbey</i>	<i>Decatur, GA</i>	<i>June 24th</i>
<i>Carolyn Valentine</i>	<i>Gray, KY</i>	<i>June 24th</i>
<i>Laura Ritch</i>	<i>Hartselle, AL</i>	<i>June 25th</i>
<i>Melinda Belock</i>	<i>Roswell, GA</i>	<i>June 26th</i>
<i>Sharon Pate</i>	<i>Aledo, TX</i>	<i>June 26th</i>
<i>Reed Horton</i>	<i>Farmville, VA</i>	<i>June 27th</i>

July

<i>Jayne Smith</i>	<i>Fort Worth, TX</i>	<i>July 6th</i>
<i>Arlene Puryear</i>	<i>Leesville, SC</i>	<i>July 15th</i>
<i>Shannon Babovec</i>	<i>Frisco, TX</i>	<i>July 19th</i>
<i>Melissa Snowden</i>	<i>Montgomery, AL</i>	<i>July 21st</i>
<i>Ashley Mathis</i>	<i>Weatherford, TX</i>	<i>July 22nd</i>
<i>Ruth Yearick-Jones</i>	<i>Morehead City, NC</i>	<i>July 25th</i>
<i>Judy Fields</i>	<i>Columbus, GA</i>	<i>July 31st</i>
<i>Lisa Leymeister</i>	<i>Lewisburg</i>	<i>July 31st</i>

August

<i>Arlene Wroblicky</i>	<i>Casselberry, FL</i>	<i>August 1st</i>
<i>Jan Cohn</i>	<i>Columbia, SC</i>	<i>August 5th</i>
<i>Marilyn Wellington</i>	<i>Alexandria, VA</i>	<i>August 8th</i>
<i>Amy McAfee</i>	<i>Houston, TX</i>	<i>August 18th</i>
<i>Sara Seiberling</i>	<i>Brentwood, TN</i>	<i>August 21st</i>
<i>Betsy Abbott</i>	<i>Fayetteville, NC</i>	<i>August 22nd</i>

If you have a birthday in one of these summer months, and it is not



shown, please send an email to cotillions@nljc.com.

Summer Birthdays

August

<i>Rosalyn Boyd</i>	<i>Newnan, GA</i>	<i>August 22nd</i>
<i>Sheila Carden</i>	<i>Semora, NC</i>	<i>August 22nd</i>
<i>Kathy Lee</i>	<i>Southern Pines, NC</i>	<i>August 23rd</i>
<i>Denise Willey</i>	<i>New Bern, NC</i>	<i>August 24th</i>
<i>Sherry Kellerman</i>	<i>Cartersville, GA</i>	<i>August 26th</i>
<i>Julie Copeland</i>	<i>Greensboro, NC</i>	<i>August 28th</i>

*Smile, stand tall, look the person on being
greeted or introduced in the eye, and say "hello" in
a pleasant tone of voice.*



Summer TimeLine Schedule

May (5-Class Schedule)

For Your Business

- ◆ Send May press release to local papers

For NLJC Corporate

- ◆ Send Royalty Report and Student Registration lists to Corporate Office
- ◆ Mail End of Year Statements by June 1st

Prepare Ahead

- ◆ Build classes to capacity by phone-network
- ◆ Mail "Sorry We Missed You" letters if needed

June (5-Class Schedule)

For Your Business

- ◆ Send June press release to local papers
- ◆ Pay quarterly taxes

For NLJC Corporate

- ◆ Send Royalty Report and Student Registration lists to Corporate Office, postmarked by 10th of the month

Prepare Ahead

- ◆ Build classes to capacity by phone networking; concentrate on getting equal numbers of boys and girls
- ◆ Color and tie all dance cards for upcoming season
- ◆ Address all Spring Ball envelopes for upcoming season

July (5-Class Schedule)

For Your Business

- ◆ Send July press releases to local papers

For NLJC Corporate

- ◆ Send Royalty Report and Student Registration lists to Corporate Office, postmarked by 10th of the month

Prepare Ahead

- ◆ Build classes to capacity by phone networking
- ◆ Send confirmation letters to all facilities with dates and specifications of needs for classes/balls
- ◆ Prepare media envelopes for each newspaper for all 12 months
- ◆ Type all press releases on computer and leave blanks for pertinent information
- ◆ Prepare all props for balls
- ◆ Check stationery supplies
- ◆ Prepare billing statements for 9/1 to 12/1
- ◆ Purchase booklets
- ◆ Ensure an equal number of boys and girls in classes



Summer Timeline Schedule

August (5-Class Schedule)

For your Business

- ◆ Send August press releases to newspapers
- ◆ Have Reminder Cards printed and mailed for Class #1
- ◆ Send out Acceptance Cards

For NLJC Corporate

- ◆ Send Royalty Report and Student Registration lists to Corporate Office, postmarked by 10th of the month

Prepare Ahead

- ◆ Build classes to capacity by phone networking
- ◆ Send chaperone list to parents with schedule and statement (note any schedule changes)
- ◆ Hold Student Assistant training class
- ◆ Write note cards for teaching or update old ones with changes
- ◆ Download name tag template from website, make name tags (Standards Manual 20), and send sample to Corporate Office
- ◆ Mail Chaperone and Assistant Reminder Cards (Standards Manual 19)

*Good manners and kindness are
always in fashion!*



Approved Music List

<i>Artist</i>	<i>Song</i>	<i>Dance</i>
Kelly Clarkson	“Catch My Breath”	Swing
Sara Bareilles	“Brave”	Fox Trot
Bridgit Mendler	“City Lights”	Fox Trot
Bridgit Mendler	“We’re Dancing”	Swing / Cha Cha
Bridgit Mendler	“Somebody”	Fox Trot
Bridgit Mendler	“We Can Change the World”	Swing / Cha Cha
Drew Ryan Scott	“Make Your Mark”	Swing
Victoria Cast	“Take A Hint”	Swing
Jonas Brothers	“Hey You”	Fox Trot
Ross Lynch	“Not A Love Song”	Fox Trot
China Anne McClain	“Unstoppable”	Swing
China Anne McClain	“My Crush”	Swing
“Shake it Up” (Disney)	“This Is My Dance Floor”	Cha Cha
“Shake it Up” (Disney)	“Future Sounds Like Us”	Swing
“Shake it Up” (Disney)	“Shake It Up”	Swing
“Shake it Up” (Disney)	“Twist My Hips”	Cha Cha / Swing



Approved Music List

<i>Artist</i>	<i>Song</i>	<i>Dance</i>
Kenny Rogers	“If I Were a Painting”	Waltz
Andy Williams	“Try to Remember”	Waltz
Mariah Carey	“Open Arms”	Waltz
Norah Jones	“Come Away With Me”	Waltz
Eagles	“Take it to the Limit”	Waltz
Sara Bareilles	“Blue Bird”	Waltz
Doris Day	“Heat Full of Love”	Waltz
Secret Garden	“Nocturne”	Waltz
Dionne Warwick	“In Your Eyes”	Waltz
The Road to Freedom	“When Winter Comes”	Waltz

Continue to check the Directors Only section of the website for more music.

Please note what a difficult challenge it is to find pop music with decent lyrics. We desire to have both happy students and happy parents! If you hear a song that is popular among students, please email it to cotillions@nljc.com as a song suggestion for review and approval.



New Student Booklets

Student Booklets are available with or without personalization. Personalization will include Chapter Name, Director Name, and NLJC Email Address.

<u>Pricing</u>	<u>No Personalization</u>	<u>With Personalization</u>
Season One - Five Class	\$2.15	\$2.30
Season Two - Five Class	\$2.73	\$2.88
Season One - Six Class	\$2.71	\$2.86
Season Two - Six Class	\$3.64	\$3.79

To purchase please visit the Directors area at www.nljc.com. Then proceed to the NLJC Print Section. You will then find the section in the left hand column titled, "Student Booklet Purchasing." Once there you can view a live preview of your booklet as you type if you choose to order personalized booklets. Once the quantity is entered please add the item(s) to your shopping cart. Once in your shopping cart you may checkout and pay by credit card.

