



Seasonal Newsletter

Dear Directors,

I hope you all had a wonderful holiday season and enjoyed extra time with friends and family. We enjoyed seeing pictures from some of your Holly Balls and charitable activities. 2019 is going to be a huge year for NLJC, and we are looking forward to seeing each of your chapters grow and thrive. I encourage you, as you press forward in your cotillion season, to continue to pursue excellence. With that being said, it is also important not to forget all that you have accomplished thus far. It is exciting to see the local press interaction you all have gained. Please continue to share your published articles with the corporate office!

Just a reminder that our first New Director Training of the year will take place in Charlotte, NC towards the beginning of February and we look forward to welcoming several trainees into the NLJC family.

Our staff is diligently working to promote your local chapters and also polish specific elements in order reach potential directors.

Thank you for your continuous dedication to the mission of the National League of Junior Cotillions and well as your support to your local communities.

A handwritten signature in black ink that reads "Charles A. Winters".

Charles Winters

President, National League of Junior Cotillions

2018 BEST MANNERED PEOPLE

NATIONAL LEAGUE OF JUNIOR COTILLIONS®

Media Coverage

The 2018 Best-Mannered People list continues to be a success within the media. Thank you for sending in your Best-Mannered People nomination forms from your students. Please continue to look for reputable articles from the Corporate social media that you can promote through your local chapter's social media. Click below to read an article that highlights a young athlete who embodies exemplary character that NLJC strives to embed in students.

["Jalen Hurts Makes A Top 10 List For... Good Manners"](#)



Cotillion in the Community

Several of our local chapters gave their students the opportunity to extend a helping hand over the past few months. The Corporate Office would like to recognize and thank the following directors for their dedication to not only serve their community, but also for their diligence in embedding an attitude of service in their students as well.

Thank you!

- Melony Davis and the Lexington Chapter collected over 70 items to benefit Palmetto Children's Hospital.
- Joan Freeman and the Emerald Coast Chapter donated clothing for those who suffered a great loss during Hurricane Michael.
- Lydia Holland and the Hamilton Mill Chapter donated food to benefit a local organization.
- Sonja Lawrence and the Moore County Chapter donated food to support the food bank of SPUMC.
- Elaine Poitevint and the Henry County Chapter collected and donated 855 items for the Warm & Toasty drive.
- Susan Schlossberg and the Lynchburg Chapter donated to the Rivermont Area Emergency Food Pantry.

- Elizabeth Throckmorton and the New Burn Chapter donated Christmas gifts to 10 families in need after losing everything in Hurricane Florence.





NLJC CORPORATE WOULD LIKE TO WISH YOU A
HAPPY BIRTHDAY

Antonia Harrison January 1st
Diane Brooks January 5th
Yvette Champagne January 6th
Jessica Fisher January 6th
Alisha Turner Day January 9th
Roma Graham January 21th
Elizabeth Gable January 23th
Joan Caughman January 24th
Stephanie Trammel January 26th
Beverly Gilbert January 29th
Ann Achiu January 30th
Ashley Sutterlin February 3rd
Jean Anne Michie February 10th
Kathleen Sternenbergh February 11th
Melony Davis February 27th
Stacey Smith March 5th
Sara Fakoury March 8th
Joan Snodgrass March 10th
Molly Sooter March 14th
Pamela Garrett March 19th
Robin Schroth March 23th
Thomas Ruff March 29th

NLJC Print Reminder

Your 2019 Spring Ball is just around the corner! Be sure to order the necessary materials for your chapter!

A background image showing a group of students in formal attire (suits and dresses) at what appears to be a formal event or dance. The image is slightly blurred and has a white semi-transparent overlay in the center containing text.

Place Your Order Today!

DANCE CARDS
MENU CARDS
PLACE CARDS
SPRING BALL INVITATIONS

NLJC PRINT

Cotillion in The White House



"You never know when you could be invited to "The White House" or some place super fancy when your manners matter most!" This is what Kathleen Geneva always tells her students and it actually happened to her! Kathleen was invited to visit The White House and graciously accepted this invitation. She was able to go and engage so many people who displayed social graces and overall courtesy and kindness. What a wonderful experience to share with NLJC students. Congratulations Kathleen!

For additional photos from Kathleen's visit, please click below.

Kathleen Geneva- White House visit

CONGRATULATIONS!



We would like to
congratulate
Madeline McCrann
on the arrival of her daughter:
Blythe Marjorie McCrann



We would like to
congratulate
Jennifer Bell
on the arrival of her son:
Charles Craig Bell

Winter Timeline

January

- Send January press release to local newspapers.
- Organize financial records and monthly receipt folder for taxes.
- Send Royalty Report and Student Registration lists to corporate office postmarked by the 10th of the month.
- Submit photos from your balls and classes to Corporate Office.
- List names and phone numbers of people you want to be on your Advisory Board.
- Set aside two weeks to call parents from the list of possible board members that you wrote down in your classes. (Refer to the first page of your “Procedures and Guidelines for Forming Advisory Boards, Parents’ Receptions, Increasing Enrollment” packets.)
- Get names from all available sources for enrollment - schools, parents, etc.

- Have students submit Best Mannered Teacher essays and pick award winners.
- Host tea for new and former board members and remind them to bring names of prospective board members.
- Send Cotillion parents the Dip Into Dancing letter two weeks prior to the class before the Spring Ball.
- Enclose a blue pre-registration card. (Training Pack 51.)
- Pass out “What Junior Cotillion Means to Me” if you did not at the last class. Have students submit their essays to the Corporate Office no later than February 1st.
- Set next season’s schedule and book facilities - especially ballrooms.
- Mail chaperone reminder cards for February class.
- Schedule Parents’ Reception and book facility
- Hand out blue pre-registration cards (Training Packet 51) at your next class in addition to including them in the letter with the Parents’ Dip Into Dancing info.
- Have Spring Ball invitations printed (Standards Manual 22)
- Have Instructional Dinner menu cards printed (Standards Manual 24).
- Make necessary preparations for National Courtesy, Character and Citizenship Month.

February

- Send February Press Releases to local papers.
- Begin recruiting names for new students.
- Confirm new Board members.
- Arrange with teacher and media source to award Best Mannered Teacher certificates at Spring Ball.
- Have Best Mannered Teacher certificates printed with winners’ names. Mail congratulations letter inviting them to the Spring Ball. Mail letters to students, teachers, and principal.
- Collect student recommendations and blue pre-registration cards at class.
- Send press release announcing National Courtesy, Character, and Citizenship Month and have the mayor make a Proclamation of the event.
- Send Royalty Report and Student Registration lists to corporate office postmarked by the 10th of the month.

March

- Send March Press Release to local papers
- Order certificates holders for BMT awards
- Letter to Board re: Parents’ reception and confirm their attendance

- Get overhead projector for Spring Ball Dinner
- Review dinner packet and supply serves with instructions
- Print student Graduation Certificates
- Schedule Parent's Reception (just following the Ball).
- Present BMT awards at school assemblies and remind press.
- File taxes
- Send Thank you notes to outgoing Advisory Board
- Send Royalty Report and Student Registration lists to corporate office postmarked by the 10th of the month.

Prepare Ahead

- Wrap Spring Ball favors and prizes.
- Order corsages and boutonnieres (allow 2 weeks).
- Order centerpieces for head and refreshment tables (allow 1 week).
- Mail chaperone reminder cards for ball (Standards Manual 25)
- Create place cards and table seating chart for Instructional Dinner.
- Review Instructional Dinner packet and transparencies.
- Re-confirm Instructional Dinner menu with facility and set server guidelines.
- Order pink and blue registration cards (Standards Manual 14, 15)
- Have membership invitations printed; order NLJC green glossies.
- Address, or hire someone to address, membership invitations.
- Have Spring Ball dance cards printed, colored and tied (allow 2 weeks).
- Order favors for Spring Ball; buy prizes for contests.
- Book DJ for Spring Ball if you are using one.
- Mail chaperone reminder cards for ball.
- Build classes to capacity by phone-network
- Mail "Sorry We Missed You" letters if necessary.

Don't forget to have your students submit What Junior Cotillion Means to Me essays
no later than February 1st.

