

March 7, 2005

Dear NCRCLS Parents and Members,

We are almost halfway through our Spring Semester and it is time to prepare and plan for the next School Year (2005-2006). We have a number of Leadership positions available and will be accepting nominations in the next few weeks. As many of you know, Raleigh Chinese Language School maintains a long tradition of volunteers who have taken on the responsibilities of helping run our school. It is this teamwork and dedication from our staff and teachers that ensure our success and we all do it for our children. So, we encourage you to look at the available positions and make an effort to get involved personally. Nominations will be accepted by the Board of Directors (BOD) from now until March 31st. Please send your nominations directly to directors@ncrcls.org

In the event that submitted nominations come up short, we will conduct a Lottery, similar to last year, of all eligible NCRCLS members. Exemptions will be granted to members who meet the following criteria:

- Serving in a Staff position for School Year 2005-2006
- Serving in a teaching position for 2005-2006
- Served in a Staff position for 2 years in the last 5 years

Important dates to remember:

March 31st	All nominations due
April 2nd	Lottery Drawing
April 23rd	Ballots distributed
May 7 th & 14 th	Ballots to be accepted with Fall registration until 2:30PM on May 14 th
May 14 th	Count ballots at 2:30pm

Open (vacant) Positions:

Principal
Assistant Principal
Asst. Academic Affairs
Student Affairs
Asst. Student Affairs
Asst. General Affairs
Asst. Treasurer
Librarian
Asst. Librarian
PTA Chairman
PTA Vice-Chairman

Thank you for your cooperation. If you have any questions, please feel free to contact us.

Sincerely,

NCRCLS Board of Directors

Stephen "Steve" Liu
(919) 870-9532

Suping Chiao
(919) 319-1617

Joanne Shang
(919) 466-0480

Huang Yun
(919) 387-3583