

## **South St. Paul Royalty Policies**

### 2011-2012 Miss South St. Paul Scholarship Program

**NOTE: The policies in this document apply to any person selected as Miss South St. Paul or South St. Paul Princess. If, in the sole discretion of the Kaposia Days Royalty Committee (“Committee”) or the Kaposia Days Board of Directors (“Board of Directors”), any such person fails to abide by any of these policies, she may be immediately removed from her position as a member of Royalty and replaced. Note also that these policies may be amended from time to time in the discretion of the Committee or the Board of Directors.**

#### **Royalty:**

1. You will serve as a South St. Paul ambassador and public relations person for Kaposia Days and the City of South St. Paul. Therefore, you are expected to handle yourself in a proper, adult manner.
2. You will be expected to be available to make all appearances as arranged by the Royalty Committee during your reign. These will include community parades, coronations, as well as local civic events.
3. You will be required to select three volunteer service projects to participate in during your reign to fulfill your scholarship requirements (i.e. “Relay for Life;” visiting local senior centers/high rises, etc.).
4. You must maintain the wardrobe provided by Kaposia Days as outlined in the Wardrobe and Appearance Policy section. Should you wish to assume the expense of purchasing additional wardrobe items, the Royalty Committee’s approval will be required.
5. As a member of South St. Paul’s Royalty, it will be your duty to assist with the 2012 Coronation. We would also hope that you would continue to be involved with the Royalty Program in the future.

#### **Additional Princess Responsibilities:**

1. You will serve as Lady in Waiting to Miss South St. Paul and be available to assume the duties of Miss South St. Paul should it become necessary.

#### **Appearances:**

*As ambassadors of South St. Paul, you will be expected to make all appearances as arranged by the Royalty Committee.*

1. It is your responsibility to notify the Royalty Committee as soon as you know that you will be unable to make a scheduled appearance. If 25% or more of appearances are missed, Kaposia Days reserves the right to ask that you relinquish your title.
2. Appearances consist of all events scheduled (i.e. parades, coronations, civic events, etc.). An appearance consists of all activities associated with an event. For example, if there is a reception scheduled in connection with a coronation, the reception must be attended as well as the coronation or it will be considered a missed appearance.

3. No appearance will be attended without a designated chaperone that will be assigned prior to each appearance by the Royalty Committee. Parents/Guardians of the Royalty will be asked to assist with the chaperoning duties throughout the year. Also, due to insurance liability concerns, the Royalty may not wear their crown and banner at any function unless a chaperone is present.
4. The Royalty shall arrive at an appearance together with her chaperones and must also leave with her chaperones only. No friends are allowed on an appearance. Friends may attend an event but shall be a member of the crowd only. There is plenty of time outside of your Kaposia Days commitments for personal relationships.
5. Do not request your chaperone to change plans, make premature departures from appearances, or extend their stay longer than scheduled to accommodate your personal schedule. Personal plans should not be scheduled that would interfere with the timing of an appearance.
6. Mark all dates on your calendar immediately upon receipt of your schedules. Check your calendar frequently to avoid forgetting an appearance.
7. Always arrive at an appearance dressed, prepared and ready to be seen. Be completely ready before your chaperone arrives. If you live outside of the South St. Paul area, you may be asked to make special meeting arrangements with the chaperone.
8. Consumption of alcoholic beverages or smoking while attending or representing Kaposia Days at official appearances is not permitted. This pertains to both the Royalty and their chaperones.
9. Dancing at appearances is not allowed. This rule is for your benefit and it will help avoid uncomfortable situations. Any exceptions to this rule will be handled in the discretion of your chaperone.

### **Official Wardrobe:**

*The Ambassadors will wear formal or professional attire as appropriate for each specific event. The Ambassadors will consult with the Kaposia Days Royalty Committee to select appropriate clothing to be worn at official appearances.*

1. Kaposia Days will provide funds for your official wardrobe for appearances. However, you will be asked to also purchase items to supplement the wardrobe. The Royalty Committee has final authority on all wardrobe items, and welcomes your input. All cleaning and maintenance is your responsibility.
2. You are also responsible for the proper care and handling of the crown, banner, cape, and car signs. These items are the property of Kaposia Days and are passed on from year to year. Any expenses incurred for damages due to negligence will be paid by you. Should it become necessary to replace your crown, banner, name tag, or car signs, it will be done at your expense.
3. Should you be unable to fulfill your reign, the following items must be returned to the Royalty Committee: clothing, crown, cape, banner, name tag, and car signs.
4. Upon completion of your reign, you shall return all official Kaposia Days property (i.e. cape) which is loaned to you for your reign. If damaged or not returned in good condition, you will be asked to replace these items at your expense.
5. Should the Queen or Princess(s) permanently move out of the area, you will be asked to relinquish your title, and return all Kaposia Days property (crown, gowns, cape, etc). Allowances are made for individuals attending college which is within traveling distance of South St. Paul.

## **Personal Appearances:**

*As a Good Will Ambassador for South St. Paul and South St. Paul Kaposia Days, whether at an official appearance or not, you are looked upon as a role model, therefore, we ask that you present yourself in a positive manner at all times.*

1. You will be expected to maintain proper personal hygiene (i.e. hair, make-up, etc.).
2. It is also required that all body piercing and tattoos be covered at all times.
3. We ask that you respect your title, Kaposia Days, and yourself by demonstrating good moral character.

## **Prohibited Activities:**

During your term as a member of Royalty, you agree that you will not do the things described below and also will not commit any act that will tend to degrade yourself in society or that could injure either your reputation or the reputation of the City of South St. Paul or Kaposia Days. Prohibited activities include, but are not limited to, the following:

1. Becoming married.
2. Becoming pregnant or having a child.
3. Engaging in illegal alcohol or drug use or any other illegal activity.
4. Being found guilty of any crime.

## **Social Media Technology Policy:**

“Social media” is the term used to describe a range of online tools or activities, including:

- Blogs (web-based journals);
- Social networking sites (e.g., MySpace, Facebook.com);
- Message boards;
- Wikis (collaborative web sites, e.g., Wikipedia);
- Video sharing (e.g., YouTube); and
- Podcasts (multimedia files distributed over the internet).

Members of Royalty must comply with the following rules for social media.

1. You assume full responsibility and liability for any content you post.
2. You must not post disparaging, disrespectful, obscene, threatening, inflammatory, harassing or discriminatory statements, material or comments or any information that might lead to reflect negatively on yourself, Kaposia Days, or the City of South St. Paul.
3. You must not post content that shows or describes yourself engaging in any illegal activity or an act deemed prohibited as outlined above in the “Prohibited Activities” section.

## **Awards:**

*In recognition of service to Kaposia Days and the community, Kaposia Days offers the following special incentives to the Royalty. These awards are based on the titles received the night of the pageant.*

1. The Queen will have the opportunity to either:
  - a. Participate in the St. Paul Winter Carnival Queen of Snows program; or
  - b. Receive a \$1500 scholarship and participate in the St. Paul Winter Carnival Regional Queens Program.
2. The Princess(s) will receive a \$1000 scholarship.
3. Should the Queen elect to accept the scholarship, the Princess(s) would be offered the opportunity to participate in the Queen of Snows Pageant as the Kaposia Days representative. The amount of sponsorship would be equal to her scholarship award of \$1000, and Kaposia Days retains the rights as her sole sponsor. Additional costs associated with her candidacy will be her responsibility totally. A letter of intent from the Princess along with the completed Queen of Snows application is to be presented to the Board of Directors prior to the Winter Carnival registration deadline.
4. The Queen or Princess(s) may not participate in any other pageants during their reign other than the Winter Carnival Queen of Snows program as outlined herein.

### **Winter Carnival Participation:**

*Thirty days prior to the Winter Carnival registration deadline, the Queen must submit a letter of intent to the Kaposia Days Board indicating her preference for participation in the Queen of Snows Program or Regional Queens Program.*

### **Scholarships:**

*Scholarships are for an accredited institution of higher learning and obtainable at the end of your reign.*

1. To receive the awarded scholarship, the individual must have participated in at least 75% of the appearances, completed the required three service activities, and returned any and all property of Kaposia Days.
2. A check will be issued to the school and dispersed upon receipt of a tuition statement.
3. Funds must be requested within the twelve months following your reign, or forfeited.

### **Other:**

1. Any questions or concerns about any of these policies that may arise should be brought to the immediate attention of the Kaposia Days Royalty Director.
2. If, in the sole discretion of the Committee or the Board of Directors, you fail to comply with any of these policies, the Committee or the Board of Directors may immediately terminate your status as a member of Royalty and replace you.

**[www.kaposiadays.org](http://www.kaposiadays.org)**