

# **Nibley Royalty Academy Bylaws**

## **Junior Royalty**

### **Royalty Academy Mission:**

To cultivate personal growth and community service.

### **Article 1: Title and Purpose**

#### **Section 1.1 - Title:**

The title of these bylaws shall be “Nibley Royalty Academy Bylaws: Junior Royalty”

#### **Section 1.2 - Purpose:**

With the support of the Nibley City Recreation Department the Nibley Royalty Academy Board of Directors (the Board) and other community volunteers will conduct a year long Royalty Academy program to accomplish the Royalty Academy Mission. The purpose of this program is to empower young women as they become strong confident individuals and future leaders. The goal of the Royalty Academy is to encourage young women to make a difference in the community. This program is committed to nurturing the development of strong, confident women who will emerge as leaders in the community as they support the Nibley City Recreation mission of creating a Happy, Healthy, Connected Community.

### **Article 2: Eligibility Criteria**

#### **Section 2.1 - Division Requirements:**

\*Divisions are determined by the current school calendar year. If there are any special requests or exceptions they must be addressed by the Board and adjusted if seen as appropriate. The number of contestants allowed in the Division will be at the discretion of the directors. The directors may combine groups if needed.

- a. Little Princess 1st-2nd grades
- b. Princess 3rd-5th grades

#### **Section 2.2 - Residency:**

To represent Nibley City and participate in the program, ALL participants must be residents of Nibley City. However, participants living outside Nibley city boundaries may be considered on a case by case basis if they are effectively a part of the Nibley community through elementary school, or church affiliation assuming they live in close proximity to Nibley. Participants that are part time residents of Nibley City due to parental custody arrangements may also be considered for the program with special permission from the Board.

### **Article 3: Registration/Application Process**

#### **Section 3.1 - Registration:**

- a. Program registration will be submitted online at [NibleyCity.com](http://NibleyCity.com)
- b. Registration fees are based on program costs and are approved by the Nibley City Council in the Nibley City's Consolidated Fee Schedule and may vary from year to year.

- c. Registration fees help cover the cost of a program t-shirt, crown, sash, training workshops, a pageant and other related items.
- d. All fees are non-refundable.

## **Article 4: Code of Conduct**

### **Section 4.1 - Participation Conduct:**

- a. Participants are expected to adhere to the highest standard of conduct throughout the year during all workshops, team building activities and in experiencing both victory and defeat.
- b. Royalty Academy Code of Conduct described is as follows: kindness, respect, graciousness, sportsmanship, integrity, positive attitude and language, supportive and inclusiveness.

### **Section 4.2 - Consequences of Violations:**

Violations of the code of conduct will be addressed by the Board. Extreme and/or repeated violations may result in disqualification with no refund.

## **Article 5: Royalty Academy Workshops**

Academy workshops, as planned and prepared by the Board, may include but are not limited to these topics. Workshops shall be a productive use of time that will foster personal development and sufficiently prepare each young woman to present at the pageant.

- a. Physical Fitness and Nutrition Goals
- b. Interview preparation and practice
- c. Resume building, revision and pointers
- d. Talent preparation and practice
- e. Scholastic workshop focusing on study tips, scholarships and preparing for the next chapter in school (middleschol, highschool, college etc.)
- f. Stage presence demonstration, lesson and practice (including walking, posture and voice projection etc.)
- g. Mental Health
- h. Budgeting
- i. Technology/Social Media Use
- j. Navigating friendships, peers and conflict
- k. Confidence, celebrating personal strengths, improving weaknesses and self love
- l. Managing stress, improving resilience and having a growth mindset
- m. Serving in the Community

## **Article 6: Junior Royalty Pageant Guidelines**

### **Section 6.1 - Opening Performance:**

Each girl will participate in a group performance. This will provide every girl with an equal opportunity to show their physical ability and stage presence.

### **Section 6.2 - Talent Showcase (90 Seconds):**

Each girl graces the stage with their individual unique talent. Talents must be a live performance that utilizes the current stage area provided. No pre recorded videos or music tracks with words are permitted.

- a. This portion is optional for the junior royalty participants.

### **Section 6.3 - Crowning, Sashes and Awards:**

The evening will culminate with recognitions, awards, sashes and crowns. Senior Royalty is the ONLY division considered for scholarship eligibility.

### **Section 6.4 - Master of Ceremonies:**

The Master of Ceremonies (MC) as chosen by the Board, will guide the audience throughout the evening, providing unbiased commentary, engaging the audience, and ensuring a smooth and professional event. MC will follow the script as outlined by the Board.

## **Article 8: Judging Criteria**

The pageant winners from each division will be drawn at random from the list of participants.

## **Article 9: Attire**

### **Section 9.1- General Attire:**

Participants must adhere to guidelines regarding attire to ensure a polished, poised, and professional presentation during all segments of the pageant. With the exception of the issued Royalty Academy T-Shirt, participants will provide ALL of their own attire for all pageant and Nibley Royalty Academy service and activities including parades.

### **Section 9.2 - Evening Dress:**

All participants are expected to wear a formal dress that is age appropriate and is not revealing in any way.

### **Section 9.3 - Interview Attire:**

Participants should dress professionally (business casual) for the interview with the judges, showcasing a polished and professional appearance.

### **Section 9.4 - Talentware:**

Wear appropriate attire for their performance.

### **Section 9.5 - Pageant Changing Room(s):**

The pageant typically held at a local school as scheduled by the Recreation Department shall be evaluated for spaces that offer privacy in changing attire. Since all participants are guests in these facilities they are expected to show a high level of respect for the facility and other school property. While a mother or other assigned mature female guardian is permitted in a changing room to assist participants, ABSOLUTELY NO males, non-participants, or siblings are allowed in the changing room. A background checked female changing room attendant(s) will be assigned by the Board of Directors for the Pageant. Individuals that damage the facility and or school property shall be responsible for repair and or replacement of damaged lost or stolen items, and as needed may be billed by Nibley City should the school request immediate reparations. In the event that the cause or source of the damage is unknown it will be paid by Nibley city first through the Royalty budget and if necessary through Nibley City insurance. Blatant disregard of this

bylaw may disqualify the participant and or the family from the Nibley Royalty Academy for 6 months - 2 years as determined by the Board.

## **Article 10: Prizes, Awards, Titles and Winner Requirements**

### **Section 10.1 - Prizes:**

Three winners in the Miss Division may receive scholarship checks from Nibley City the following year after completion of the required leadership responsibilities and service opportunities are completed. Eligibility for scholarships is determined by the Board.

### **Section 10.2- Awards and Gifts:**

All Royalty Academy participants will receive an award certificate, Royalty Academy T-shirt, crown, sash, professional photo of themselves, and a group photo of all the Academy participants. All other awards will be determined by the Board based on the number of participants and budget.

### **Section 10.3- Titles and Winners:**

Sash titles are as follows: Sweetheart, Sweetheart 1st Attendant, Sweetheart 2nd Attendant, Jr. Miss Nibley, Jr. Miss Nibley 1st Attendant, Jr. Miss Nibley 2nd Attendant, Miss Nibley, Miss Nibley 1st Attendant, Miss Nibley 2nd Attendant. The Board has the option to create additional Attendants as seems reasonable.

### **Section 10.4- Winner Leadership Responsibilities:**

The three selected winners for Sweethearts, Jr. Miss and Miss are required to continue to participate actively in the Royal Academy after the pageant. Requirements are as followed:

- a. Must attend 4 of 5 parades
- b. Must participate in 7 of 9 community events

### **Section 10.5 - Pageant Procedures for Winners:**

- a. Winners named as Sweetheart, Jr. Miss and Miss will be unable to compete in the following year's pageant. Winners are strongly encouraged to take this as an opportunity to stay involved as leaders, role models and support for the other participants through workshops and pageants.
- b. The winners will have an opportunity to perform in the pageant but will not be competing for the scholarship and title.
- c. The winners will be able to compete for the title and scholarship every other year
  - i. Example: Jr Miss Nibley 2024 will not compete for the Miss Nibley title in 2025 but can compete for Miss Nibley in 2026.
- d. This will be in effect starting in January 2025.

## **Article 11: Nibley City Recreation Involvement**

### **Section 11.1 - Nibley City Recreation Will:**

- a. Provide online registration through SportSites on NibleyCity.com
- b. Create a web page to provide Royalty information to the community
- c. Provide contact information of the participants and parents for the use of Royalty leadership

- d. Provide copy services at Nibley City Hall for board meeting agendas, flyers, and pageant programs
- e. Assist in program promotion including
  - Assistance in creating flyers and posters
  - Distribution of flyers/posters to Nibley schools including electronic copies
- f. Assist with purchases especially online purchasing
- g. Schedule city buildings, rooms, park spaces, and pavilions FREE of charge upon request
- h. Schedule the Pageant at a local school and provide a certificate of insurance to the school

## **Article 12: Nibley City Property**

### **Section 12.1 - Nibley Royalty Academy Property:**

All items purchased for use of the Nibley Royalty Academy with Nibley City funds are Nibley City Property and must be stored on Nibley City property unless written permission has been given from the Nibley City Recreation Director for an alternate storage location. The Nibley Royalty Academy Float including improvements and or repairs are the responsibility of the Nibley Royalty Academy.

### **Section 12.1 - Nibley Royalty Academy Property:**

All funding for maintenance, repair, and or storage of the float shall come from the Royalty expense budget. Use of any property allocated to the Royalty program may be used by other Nibley City departments and organizations with permission from the Royalty Director. All property used by the Nibley Royalty Academy from the Recreation Department, Nibley Children's Theatre, or other other Nibley City Department must be used by permission from the Directors of the respective departments or organizations and must be returned promptly in good order as arranged. Lost or damaged items must be fixed or replaced using Nibley Royalty funds. When possible, it is recommended that the Nibley Royalty purchase quality materials that may have other city use rather than disposable materials especially in the case of pageant materials.

### **Section 12.2 - Publicity/Promotional Property Rights:**

Participants and volunteers shall agree to allow Nibley City, its representatives, and employees the right to take photographs or videos of them and their property in connection with participation. Participants shall agree that Nibley City may use such photographs with or without their name and for any lawful purpose, including for example such purposes as publicity, illustration, advertising, and Web content. Parents and or participants may opt out of Publicity/Promotion Rights by requesting in writing that they be excluded.

## **Article 13: Volunteer and Royalty Director Regulations**

### **Section 13.1- Volunteers:**

Nibley City Recreation Department is always appreciative of the amazing volunteers that step up and follow through to secure for our community successful and meaningful opportunities to continue to bless the lives of our youth. However, volunteers may be released from their duty as deemed necessary by the Board and or Nibley City staff when actions, attitudes, and or behavior are contrary to these bylaws and the mission of the program.

### **Section 13.2 - Royalty Directors Essential Roles:**

**\*These roles may be delegated to others unless otherwise specified**

#### **1. Program Promotion - assist in the following:**

- a. Placement of signs and or banners with permission and direction from the Nibley City Recreation Department
  - b. Creating and distributing email to past participants
  - c. Creating content for the Nibley City Recreation Department to send a mass text about registration
2. **Committee Creation:** Utilizing seasoned community volunteers and parents.
  3. **Program Coordination:** Directing and managing Academy workshops, volunteer projects including support of Nibley City community events, parade participation, and a pageant.
  4. **Donation Requests:** Perform, support, and/or direct community outreach efforts including donation requests with direction from the Nibley City Recreation Coordinator
  5. **Annual Report:** Create and present an annual report to the Nibley City Council, and the Nibley Parks and Recreation Advisory Committee. The brief report shall illustrate how the program benefits the participant and the community, and will provide a summary of revenue and expenses for the program.
  6. **Bylaw Support:** The Director shall uphold the Nibley Royalty Academy program bylaws.
  7. **Volunteer Management:** Including arranging and monitoring two deep adult leadership for all workshops, interviews, practices, pageant related activities, and service projects. The Director shall also ensure that all members of the Board and key volunteers with exclusive access to academy participants **complete a background check.**
  8. **Woman of the Year:** the Director is responsible for processing the selection of the Nibley Woman of the Year Award. The Director will communicate the selection to Nibley City Staff, City Council, and the community. The Woman of the Year will be properly recognized through the efforts coordinated and planned by the Board. The Board is also responsible for communicating all Heritage Days participation responsibilities to the Woman of the Year including the Parade, Community Dinner, and any city recognition ceremony beyond the Royalty Pageant. Typically the city is able to arrange for a car to transport the Woman of the Year in the Heritage Days Parade, however, the Board shall arrange for a driver. The Board will as appropriate invite the Woman of the Year to support the Royalty Academy Program.
  9. **Parades:** The Director or assigned shall arrange for all Parade entries for the Nibley Royalty Academy and the Woman of the Year including the Nibley City Heritage Days.

### **Section 13.3 - Royalty Directors Benefits:**

- a. An annual Nibley Fit Family Pass for each year of active service.
- b. Option to attend Nibley City staff summer party.
- c. A complimentary dinner at the Heritage Days community dinner for the Director members of household
- d. 1 FREE youth program, or fun run registration every quarter (Jan-March, April-June, July-Sept, Oct-Dec)

#### **Section 13.4 - Making Amendments to the Bylaws:**

- a. The Directors will meet periodically with our Rec. Department so that we can work together for the benefit of the participants and programs.
- b. Local, state, and federal laws and regulations superseded the Nibley Royalty Academy bylaws.
- c. Amendments to the bylaws may be proposed in writing by Nibley City residents, changes must be approved by a majority vote of the Board and also require approval from the Nibley City Recreation Director. As needed the Nibley City Council may be called upon to resolve any bylaw issues especially in the case that a proposed bylaw is seen to be contrary to the mission of the program.
- d. It is anticipated that bylaws will be amended every 2 years in January, however, the Board may amend them every year if necessary in January.

#### **Article 14 : Board of Directors Appointment, Pledge and Commitment**

The Nibley City Recreation Department with support of a Nibley City Council Member shall select suitable volunteers to fill the Royalty Academy Directors and other board members and committee members may be selected by the Directors. The Royalty Academy Board of Directors shall consist of: Royalty Academy Director, Senior Royalty Director, Junior Royalty Director, Secretary and Treasurer.

**Each member of the Board will read, commit to, and sign this**

### **Board of Directors Pledge**

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**As a trusted citizen volunteer, I solemnly pledge to uphold the values and principles that define the essence of this program. In accepting this role, I commit to:**

**I will create ways to promote an inclusive and welcoming environment where each girl feels valued and respected.**

**I will uphold the principles of fairness and impartiality throughout the entire year.**

**I will strive to foster an atmosphere that encourages the growth of each girl's self confidence.**

**I will communicate openly and transparently with all girls, their parents, and the community providing clear information about the program process and expectations.**

**I will promote and enforce the code of conduct consistently, ensuring that participants adhere to the highest standards of behavior, sportsmanship, and professionalism.**

**I will work to ensure this Nibley Royalty Academy program is a positive and enriching experience for all girls, their families, the volunteer staff, and our community.**

**I will prioritize the safety and well-being of all the girls, and all of our volunteers, implementing measures to create a physically, mentally, and emotionally safe, secure and positive environment. I will always have two leadership deep.**

**In undertaking this Board of Directors role, I pledge to be a steward of all Royalty Academy bylaws and values, contributing to the positive influence and growth opportunity for the citizens of Nibley City.**

**Board of Directors Name** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Email** \_\_\_\_\_

**Phone number** \_\_\_\_\_

**Date** \_\_\_\_\_