



**Diversity Stage Meeting**  
**Thursday 24 February 2022, 4.30pm**  
**Minutes**

Attendees: Ranees Prasad - Edgewater College; Sarah Woods - Papatoetoe High School; Gorgan Ng - Macleans College; Katherine Gwon - Macleans College; Losa Dulakiverata - Kelston Girls' College; Eve Chandra - Rutherford College; Sona Daval Santos - Baradene College; Paul Hays - Unitec New Zealand Ltd; Sally Hay - Mangere College; Jane Setchell - Massey High School; Roshni Singh - Mangere College

*Handouts available for download online – General rules (available on website), Stage specific rules, Agenda, Previous meeting minutes, Covid 19 Traffic Light Framework*

*Time for new schools/teachers/tutors/co-ordinators to come and seek help or ask questions at end of meeting*

- **Welcome & Opening Prayer**

- Great to see you all online.
- Two options to vote for stage draw (just for this year). The first option is preference is given to the schools with the most groups performing on the Diversity Stage who are also at the meeting. This will assist schools with organising timing for buses. The second option is to do the draw as we usually do, as per the stage rules.
- Voting done online - first option has been chosen.
- Welcome to Paul who is the representative for Unitec (our Stage Sponsor).
- Paul - We have been a proud sponsor of Diversity Stage for three years. Thanks everyone for the effort they put in. It's all about the performances and the joy that it brings so many people. Sarah and Ranees have been incredible Stage Coordinators. We are proud to be the sponsors. Thanks for having me at your meeting today.
- Thanks to the team at Avondale College who are hosting the Diversity stage for this year and next year.
- This meeting will be recorded to assist with the minutes.
- If you have any questions throughout the meeting, please ask in the chat notes along with your name and school – that will help me out for taking the meeting minutes.
- If you are new to the Diversity stage or Polyfest there will be extra time at the end of the meeting for you to stay on and ask questions, or you can email us on the Diversity email if you would prefer a phone call later on.

- **Minutes of Previous Meeting**
  - Please read the minutes for the previous meeting from two weeks ago and check any info there that you may have missed.
  - Please note the information regarding being at red light settings and what was decided.
  - Please note the changes in the stage specific rules that were previously discussed.
  - Please note the theme “Family” for this year.
  - One of the questions that came up was what happens if there are groups on more than one stage on the same day. This year it is important that stages and schools are understanding and flexible about changing times, so that schools in this position can swap with others if needed. No swap week this year.
  - Leaders conference updated info will be further down the agenda.
  - If you were at the meeting is there anything that you can see that is incorrect or needs to be discussed?
  - Minutes passed: Ranee Prasad
  - Minutes seconded: Sally Hay; Losa Dulakiverata; Eve Chandra
  
- **Profile Sheets & Music**
  - **School Entries have been extended again to Friday 4 March.**
  - **Profile Sheets due date has been extended until Friday 11 March at 3pm..**
  - **Profile Music due date remains the same Friday 11 March at 3pm.**
  
- **Leaders Conference**
  - **Virtual Leaders Conference** Wednesday 2nd March, 9am - 3pm.
  - Held online at schools - lunch provided.
  - Please register - student numbers must be accurate.
  
- **General Business**
  - Stage deep clean/sterilisation mist will be done before the festival - this lasts for longer than the whole festival so doesn't need to be redone.
  - Buses come on site at the allocated time. Each stage has a different drop off zone and walking path.
  - An events team member will take the group from the bus to the stage. They perform. When they come off the stage the TIC will get a pack with masks, sanitiser so students can immediately mask up. Then a team member will walk them back to their bus.
  - All groups must remain on the bus unless it is their turn to perform.
  - Answering a question from the last meeting - there will be no changing tents available to use. Students must come in full costume and make up. If there is an item of costume that can't be worn while seated - such as grass skirts, piupiu, etc. they can be tied on as the group leaves the bus, or sidestage before they perform.
  - Answering another question from the last meeting the way that we would like you to bring your ID for the Diversity Stage groups is as follows: Have student ID cards or copies of student ID cards and on the back of the ID cards attach a copy of the vaccination pass. So front is the student ID with their photo and back of the ID is the vaccination pass. This will save a lot of time. Same with the staff/adults attending have a copy of your ID and vaccination pass back to back. We don't want to waste time with people finding things on their phones, etc.
  - Very important - please prerecord your group performing, just in case it is needed.
  - **Brenda - Avondale College - “Can Diversity groups from the same school come to the Diversity Stage together, rather than staying on the bus?”**
  - **Sarah - “We’ve been told that no, it is only one group leaving the bus at a time. But could you please email Lane about this?”**

- **Stage Draw**
  - Raneë has gone through the attendance and written your school name down on a piece of paper.
  - When we start doing the draw. Once your school name is drawn out and read, you will choose the day and time that your school will perform by writing it in the chat.
  - Raneë will put this info in the timetable and then we will move onto the next school.
  - This year all groups from each school will perform one after the other.
  - Normally you are allowed to leave once your time has been chosen... HOWEVER It is very important this year... that you DO NOT leave this meeting until ALL of the stage draw is completed.
  - The reason for this is that if we have any schools who are stuck with a time that is impossible for them, they will need to try and change their times directly with another school.
  - If people leave early, then it will be difficult to organise any changes.
  - Okay, let's start...
  - Who was at the December meeting and the February meeting? Please put your name in the chat.
  - Draw these first.
  - Who was at just the first February meeting? Please put your name in the chat.
  - Draw these next.
  - Who is here today? Please put your name in the chat.
  - Draw these next.
  
- **Close**
  - Thank you all so much for your time. See you at the event.
  - If anyone has questions please stay behind.

### **Important Dates**

#### **Virtual Leaders Conference**

**Wednesday 2nd March, 9am - 3pm**

**Held online at schools - lunch provided**

#### **School Registrations Close**

**Extended to Friday 4 March at 3pm**

#### **Profile Sheets Due**

**Extended to Friday 11 March at 3pm**

#### **Profile Music Due**

**Friday 11 March at 3pm**

### **Contact Email Addresses**

Lane Fa'afua - [schools@asbpolyfest.co.nz](mailto:schools@asbpolyfest.co.nz)

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