

From: [Terry S. Stone](#)
To: [Robert Bollander](#)
Subject: Re: Hanover High School Reservation
Date: Wednesday, February 20, 2019 8:26:17 AM

Mr. Wyatt's group will cover all typical cost. It is important that we treat them like any other group. Please share estimated cost and invoice as typical. They are not requesting any special considerations. Also, require a certificate of insurance.

Thanks

Terry Stone

On Feb 20, 2019, at 8:07 AM, Robert Bollander <rbollander@hanover.k12.va.us> wrote:

Terry,

We will need to hire a custodian and media specialist for the May 4th date. Approximate costs will be around \$300. Who am I sending the invoice to?

Bob Bollander

Sent from my Verizon LG Smartphone

----- Original message-----

From: Terry S. Stone
Date: Tue, Feb 19, 2019 4:50 PM
To: Scott Wyatt;Robert Bollander;
Cc:
Subject:Re: Hanover High School Reservation

Bob,

Either date works for Mr. Wyatt. He just needs confirmation of what date works for the school. They do expect a large number in attendance.

Thanks,
Terry

Terry Stone

On Feb 19, 2019, at 4:44 PM, Terry S. Stone <tsstone@hanover.k12.va.us> wrote:

Hi Bob,

I just left you a voicemail message. Mr. Wyatt needs to wrap up the planning on this event. Would you confirm that the two dates below have been reserved and which rooms are available?

Thanks,

From: [Robert Bollander](#)
To: ["Scott Wyatt"](#)
Cc: [Tom Vaughan](#); [Terry S. Stone](#)
Subject: RE: Hanover High School Reservation
Date: Wednesday, February 20, 2019 3:52:40 PM
Attachments: [Facility Use Fees and Guidelines.docx](#)

Mr. Wyatt,

I have attached the fees and guidelines for facility use. The plan is for your group to be in the auditorium on May 4th from 8am to 2pm. Let me know if that is the time of the event or does that include set up and clean up time also. I will schedule a custodian and a media specialist to be here. If you don't need the sound system then we do not need to schedule a media specialist. Some groups choose to bring their own microphone and speaker. The rental fee is \$200 for three hours and an additional \$75 for each additional hour. The custodian and media specialist to work on a Saturday or Sunday is \$25 per hour for each with a minimum of three hours. I would send you an invoice after the event. If you have questions, please feel free to call me at [REDACTED].

The copy of insurance can be sent to me or Tom Vaughan.

Bob Bollander

Director of Student Activities
Hanover High School
10307 Chamberlayne Rd
Mechanicsville, VA 23116
[REDACTED]

Athletic Webpage – hanoverhawks.org
School Calender – capitaldistrictva.org

From: Terry S. Stone
Sent: Wednesday, February 20, 2019 12:08 PM
To: 'Scott Wyatt'; Robert Bollander
Cc: Tom Vaughan
Subject: RE: Hanover High School Reservation

Scott,

Now that we know the dates are available, you may go into SchoolDude (link below) and specifically request the school, date, and specific rooms. Tom Vaughan indicates that you have a valid log-in. Tom is at [REDACTED] if you need assistance.

Let us know if you have any questions.

<https://www.communityuse.com/SOA.NET/Controllers/PageController.aspx?productid=MC&pageid=CalendarMonth>

Thanks,
Terry

Terry S. Stone
Assistant Superintendent for Business and Operations
Hanover County Public Schools
[REDACTED]
tsstone@hcps.us

From: Scott Wyatt [REDACTED]
Sent: Wednesday, February 20, 2019 10:12 AM
To: Robert Bollander <rbollander@hanover.k12.va.us>
Cc: Terry S. Stone <tsstone@hanover.k12.va.us>
Subject: Re: Hanover High School Reservation

Bob and Terry,

Thank you all for your help. What are the next steps on being approved to use either the gym or auditorium on May 4th or May 18th?

Scott Wyatt

On Wed, Feb 20, 2019 at 7:57 AM Robert Bollander <rbollander@hanover.k12.va.us> wrote:

Terry and Scott,

I have not heard back from SAT Coordinator but we will be good for auditorium or gym on May 4th. I will reserve the 18th as a backup.

Bob. Bollander
Hanover High

Sent from my Verizon LG Smartphone

----- Original message-----

From: Terry S. Stone
Date: Tue, Feb 19, 2019 4:50 PM
To: Scott Wyatt;Robert Bollander;
Cc:
Subject:Re: Hanover High School Reservation

Bob,

Either date works for Mr. Wyatt. He just needs confirmation of what date works for the school. They do expect a large number in attendance.

Thanks,
Terry

Terry Stone

On Feb 19, 2019, at 4:44 PM, Terry S. Stone <tsstone@hanover.k12.va.us> wrote:

Hi Bob,

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Thanks,
Terry

Terry S. Stone
Assistant Superintendent for Business and Operations
Hanover County Public Schools
[REDACTED]
tsstone@hcps.us

From: Scott Wyatt [REDACTED]
Sent: Monday, February 18, 2019 1:14 PM
To: Robert Bollander <rbollander@hanover.k12.va.us>
Cc: Yvonne S. Gibney <yvgibney@hanovercounty.gov>; Terry S. Stone <tsstone@hanover.k12.va.us>
Subject: Re: Hanover High School Reservation

Mr. Bollander,

I was able to establish the organization through the Hanover School site. The 97th Legislative District Comm. to the Va House of Delegates seeks to decide the Republican candidate for the upcoming 2019 election and would like to host their nomination process at Hanover High. The most desirable date is May 4, with May 18 as a backup. The auditorium or gymnasium is the most desired location. Please let me know if available. This committee will provide what's needed to achieve this endeavor.

Thank you for your assistance,

Scott A. Wyatt
[REDACTED] (cell)

On Feb 18, 2019, at 12:40 PM, Scott Wyatt <[REDACTED]> wrote:

Ms. Stone,

Thank you for your help in this matter. I am unable to login and do not have a password to create this request to use a facility. Please advice.

Thank you,

Scott
[REDACTED]

On Feb 18, 2019, at 8:28 AM, Terry S. Stone
<tsstone@hanover.k12.va.us> wrote:

Mr. Wyatt,

I have heard back from Mr. Bob Bollander (copied on this email), Activities Director, with HHS. SAT testing is being conducted at HHS that day, but the gym is available. He is checking on the status of the auditorium and will follow up with us.

The facility use request can be officially submitted on the website below and we do require a certificate of insurance from the requesting organization. The site allows you to register and then you can quickly select the school, date, and rooms. Let Bob or me know if you have any trouble submitting the request.

Feel free to call me at [REDACTED] with any questions.

Thanks,
Terry

<https://www.communityuse.com/SOA.NET/Controllers/PageController.aspx?productid=MC&pageid>Login>

Terry S. Stone
Assistant Superintendent for Business and Operations
Hanover County Public Schools
[REDACTED]

tsstone@hcps.us

From: Scott Wyatt [REDACTED]
Sent: Thursday, February 14, 2019 4:09 PM
To: Michael Gill <mgill@hanover.k12.va.us>; Terry S. Stone <tsstone@hanover.k12.va.us>
Cc: Yvonne S. Gibney <yvgibney@hanovercounty.gov>
Subject: Hanover High School Reservation

Dear Dr. Gill,

The House of Delegate 97th District has selected a convention as the nomination method for the Republican Party. I have been tasked to reserve a space for the event.

We are looking to hold the convention on **Saturday, May 4th from 8am - 2pm**. Prior to the convention date we will have a list of all those who will be attending.

I am respectfully requesting the usage of either the gym or auditorium to conduct the Republican Convention for the 97th District.

Thank you,
Scott Wyatt