

**DOVER CITY SCHOOLS BOARD OF EDUCATION**  
**MEETING AGENDA: DECEMBER 2024**  
**228 West Sixth Street**  
**Dover, Ohio 44622**  
**December 8, 2025, 6:00 pm**

**AGENDA**

- 1. Opening**
- 2. Roll Call**
- 3. Approval of Minutes**
  - 3.01 Approval of Minutes from November 10, 2025
- 4. Special Presentation(s)**
  - 4.01 Dover High School PBIS Model Overview | Benj Miller, Dean of Students
- 5. Treasurer's Report**
  - 5.01 Approval of Financial Report
  - 5.02 Approval of Invoices for Payment
  - 5.03 Approve the purchase of property at 2105 North Wooster Avenue, Dover, Ohio, 44622, per attached agreement
  - 5.04 Authorize Kathryn Brugger, Treasurer of the Dover City School District, to request the advance payments of property taxes prior to the completion of a tax settlement for the period of January 1, 2026 through June 30, 2026
  - 5.05 Approve the Following Amended Appropriations:  
Fund 035 \$80,000
- 6. Discussion**
  - 6.01 Public Hearing on the 2026-2027 School Year Calendar
  - 6.02 Updates and Discussion regarding a PK-8 Master Facility Plan
- 7. Personnel**
  - 7.01 Approve one year unpaid leave of absence for for **Emily Wells** through the end of the 2025-2026 school year
  - 7.02 Approve the hire of **Jackie Payne** as Noontime Assistant at South School effective November 17, 2025
  - 7.03 Accept the following teaching contract retirement resignations effective May 29, 2026:  
**Molly Bauer**, 5th Grade Teacher at Dover Avenue Elementary  
**Cathy Bond**, 4th Grade Teacher at Dover Avenue Elementary  
**Beth Mathews**, Intervention Specialist at Dover High School  
**Buffy Monteith**, Gifted Intervention Specialist at Dover Avenue Elementary
  - 7.04 Accept the following administrative contract retirement resignations:  
**Gina Franks**, Director of Student Services, effective August, 24, 2026  
**Tim McCrate**, Dover High School Athletic Director, effective June 30, 2026
  - 7.05 Accept the following classified contract retirement resignations:  
**Dana Lentz**, Secretary at Dover High School, effective June 30, 2026

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- 7.06 Accept the following supplemental contact resignations, effective at the end of the 2025-2026 school year:  
**Joel Benson**, Middle School Volleyball Coach  
**Jenna Franks**, Varsity Assistant Volleyball Coach  
**Jessi Garvin**, Middle School Volleyball Coach  
**Hannah Duff**, Freshman Volleyball Coach  
**Beth Mathews**, Head Volleyball Coach  
**Taylor Mathews**, Varsity Assistant Volleyball Coach  
**Brianna Sondag**, Youth (Grades 5 and 6) Volleyball Coach
- 7.07 Accept the resignation of **Emily Wells** as Lead CPI Teacher for the current school year effective at the start of the 2025-2026 school year
- 7.08 Approve the following supplemental contracts for 2025-2026, effective at the start of the 2025-2026 school year:  
**Melissa Beachy**, MS Science/Health Department Chair  
**Jeremy Evans**, 6th Grade Camp Director *and* Power of the Pen Advisor  
**Shawna Hinkle**, DHS New York City Trip Director  
**Tammy Kopp**, MS English Language Arts Department Chair *and* 8th Grade Washington, DC, Trip Co-Director  
**Melanie Krause**, MS Intervention Department Chair  
**Jeff Margletta**, 8th Grade Washington, DC, Trip Co-Director  
**Aaron Martell**, MS Social Studies Department Chair  
**Rae Ann Mizer**, Scholar Challenge Advisor *and* Science Olympiad Advisor  
**Matt Petricola**, MS Math Department Chair
- 7.09 Approve the following supplemental contracts effective December 1, 2025:  
**Don Mooney**, Volunteer Boys and Girls Bowling Coach  
**Josee Werntz**, Volunteer Youth and Middle School Girls Basketball Coach
- 7.10 Approved the hire of **James Maize** as a substitute custodian for the 2025-2026 school year

**8. Recommendations**

- 8.01 Approve the Interdistrict Open Enrollment Policy for the 2026-2027 school year
- 8.02 Approve the attached early graduation request from Jenna Molk effective January 16, 2026, the end of the first semester
- 8.03 Approve the updated Dover City Schools Comprehensive School Counseling Program written plan
- 8.04 Accept, with gratitude, the following donations:  
\$5,000 from the Battelle Foundation STEM Grant for Project Lead the Way  
\$2,362 from Springvale Health Center for sponsorship of the Hope Squad

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**9. Board of Education Business**

- 9.01 Approve organizational meeting to be held on Monday, January 12, 2026, at 6:00 pm
- 9.02 Approve time of regular board meeting on Monday, January 12, 2026, to be changed from 6:00 pm to immediately following the organizational meeting
- 9.03 Appoint John Maxwell as President Pro Tem to temporarily preside over the January 2026 Organizational Meeting
- 9.04 Approve contract addendum for district treasurer, effective August 1, 2025, per attached agreement

**10. New Business**

- 11. Executive Session** to consider the employment and compensation of a public employee or official; to conduct evaluation of the district treasurer and superintendent; *and* to consider the purchase of property; **no action to be taken.**

**12. Adjournment**