

(DRAFT) DOVER AREA SCHOOL DISTRICT

Board Meeting Minutes

Tuesday, September 15, 2026 7:00 PM

Administration Complex, 101 Edgeway Road, Dover, PA 17315

President Conley called the meeting to order at 7:03 PM

1. OPENING

- Pledge of Allegiance

1.B Roll Call

David Conley:	Present
Terry Emig:	Present
Allen Hogan:	Absent (joined the meeting at 7:51 PM)
Craig Kindig:	Present
Miguel Llubes:	Present
Rob McKinney:	Present
Karen Miller	Present
Tyler Wagner:	Present
David Wolverton:	Present

Also Present: Dr. Timothy Mitzel, Interim Superintendent; Miranda Weaver, CFOO/Board Secretary; Amy Aumen, Assistant Board Secretary

2. COMMUNICATIONS

- Student Board Representatives Report
 - Addison Rotolo
 - Salar Asfandiyar

3. PRESENTATIONS

- General Obligation Bond Issuance - Raymond James

4. PUBLIC COMMENT

- Maria Wertz, Resident - thanked high school staff for including all students - no student is eating by themselves, spoke about the district AI parent series coming up
- James Yinger, Resident - spoke about budget and encouraged board to consider Earned Income Tax again
- Kara Hetrick, Resident - spoke about cross walk at Leib with button that lights up, asked why a similar system cannot be installed at HS/MS crosswalk

5. BOARD PRESIDENT'S COMMUNICATION

- Announcement of Executive Session
 - Executive session held prior to 9/15/26 meeting to discuss legal and personnel issues

6. ACTION/CONSENT: FIELD TRIPS

Motion to approve all items listed under Action/Consent: Field Trips.

This motion, made by Terry Emig and seconded by Rob McKinney, Carried.

David Conley:	Yes
Terry Emig:	Yes
Allen Hogan:	Absent
Craig Kindig:	Yes
Miguel Llubes:	Yes

Rob McKinney: Yes
 Karen Miller: Yes
 Tyler Wagner: Yes
 David Wolverton: Yes

Yes: 8, No: 0, Absent: 1

- 6.A Field Trip Request, SkillsUSA State Officer Region 1 Summit-Albany, NY- October 8-11, 2026
- 6.B Field Trip Request - SkillsUSA Central Region Fall Leadership Conference (State Officer/Conference Officer) at Penn Harris Hotel, Camp Hill, PA -November 9-13, 2026
- 6.C Field Trip Request - SkillsUSA Central Region Fall Leadership Conference (Dover chapter officers) at Penn Harris Hotel, Camp Hill, PA - November 11-13, 2026
- 6.D Field Trip Request - HS DECA students to attend Sports and Entertainment Marketing Career Day with 76ers at Wells Fargo Center in Philadelphia, PA - *either* November 2, 2026 *or* November 11, 2026.

7. ACTION/CONSENT: CTE CURRICULUM

Motion to approve all items listed under ACTION/CONSENT: CTE Curriculum.

This motion, made by Karen Miller and seconded by Miguel Llubes, Carried.

David Conley: Yes
 Terry Emig: Yes
 Allen Hogan: **Absent**
 Craig Kindig: Yes
 Miguel Llubes: Yes
 Rob McKinney: Yes
 Karen Miller: Yes
 Tyler Wagner: Yes
 David Wolverton: Yes

Yes: 8, No: 0, Absent: 1

- 7.A. CTE Curriculum: Accounting Technology
- 7.B. CTE Curriculum: Agriculture, General
- 7.C. CTE Curriculum: Agricultural Mechanization
- 7.D. CTE Curriculum: Business Administration
- 7.E. CTE Curriculum: AP Business with Personal Finance
- 7.F. CTE Curriculum: Commercial and Advertising Art
- 7.G. CTE Curriculum: Computer Technology
- 7.H. CTE Curriculum: Financial Literacy and Career Exploration
- 7.I. CTE Curriculum: Horticulture and Landscaping
- 7.J. CTE Curriculum: Marketing

8. ACTION/CONSENT: HUMAN RESOURCES

Motion to approve all items listed under Action/Consent: Human Resources.

This motion, made by Rob McKinney and seconded by Tyler Wagner, Carried.

David Conley: Yes
 Terry Emig: Yes
 Allen Hogan: **Absent**
 Craig Kindig: Yes
 Miguel Llubes: Yes
 Rob McKinney: Yes
 Karen Miller: Yes
 Tyler Wagner: Yes
 David Wolverton: Yes

Yes: 8, No: 0, Absent: 1

- 8.A Appointments

Support-pending receipt of all required paperwork				
Name	Building	Position	Effective Date	Pay Rate
Thompson, Jennifer	HS	Computer Technician	9/15/2026	\$24.61 level 8 step 7
Beers, Haley	MS	PCA, Life Skills	9/15/2026	\$17.58 level 3 step 5
Giglioli, Megan	HS	PCA, Autistic Support	9/15/2026	\$17.58 level 3 step 5
Britus, Steenbergeen	WE	PCA, Autistic Support	9/15/2026	\$16.20 level 3 step 1

Ivo, Andreia	WE	PCA, Autistic Support	9/15/2026	\$16.53 level 3 step 2
Hernandez, Gabriella	NSE	PCA, Autistic Support	9/15/2026	\$17.23 level 3 step 4
Beck, Sandra	HS	Food Service Cook, 5.5 hours	9/15/2026	\$15.80 level 1 step 4

Coaches/Advisors-pending receipt of all required paperwork

NAME	Year/Level	Position	Effective Date	Pay Rate
Russo, Jaimie	Year 1 level 1	Advisor, DECA Assistant	9/15/2026	\$1975/year
Russo, Jaimie	Year 1 level 1	Advisor, Freshman Class	9/15/2026	\$673/year
Ural, Melissa	Year 3 level 2	Advisor, Freshman Class	9/15/2026	\$796/year
Koontz, Brian	Year 1 level 1	Coach, Head Girls Lacrosse	9/15/2026	\$2,856
Dolloff, Jessica	Year 1 level 1	Coach, Bocce Assistant	9/15/2026	\$619, level 1 year 1
Miller, Jennifer	Year 4 level 2	Coach, Bocce Head	9/15/2026	\$1,060

Coaches/Advisors-pending receipt of all required paperwork

NAME	Year/Level	Position	Effective Date	Pay Rate
Thomas, Carissa	Year 4 level 2	Advisor, Envirothon	7/1/2026	Correction to previously appointed L. Erney
Keane, Lauren	Year 1 level 1	Advisor, Fall Play Asst Director	7/1/2026	Correction to previously appointed S. Blecher
Bowen, Peter	Year 3, level 2	Sub Race - Skills USA	7/1/2026	Correction Previously Missed
Smith, Nolan	Year 14, level 5	Sub Race - Skills USA	7/1/2026	Correction Previously Missed

Long-Term Substitutes-pending receipt of all required paperwork

Name	Building	Position	Effective Date	Pay Rate
Kulp, Allison	WE	LTS 40 + under 90	10/12/2026	80% of Bachelors Step 1
McCray, Monique	MS	LTS 40 + under 90	10/13/2026	80% of Bachelors Step

• 8.B Transfers

Name	Position Type	Prev Position	Effective Date	New Position	New Salary	For
Myers, Emily	Support	PCA, AS	8/19/2026	PCA, 1:1 @ DE	no change	vacancy
Ale-bhujel, Geeta	Support	PCA, AS	8/31/2026	PCA, 1:1 @ DE	no change	vacancy
Mekhael, Amal	Support	PCA, AS	8/26/2026	PCA, 1:1 @ MS	no change	vacancy
Matthews, Betty	Support	Food Service 4.5 hours	9/3/2026	Food Service 5 hours	no change	vacancy
Stubbs, Donia	Support	Food Service 3 hours	9/3/2026	Food Service 4.5 hours	no change	vacancy
Dolloff, Jessica	Support	PCA, AS	9/8/2026	Para, AS	\$20.16	vacancy
Homer, Lindsey	Support	Reading Aide, 4.5 hours	9/16/2026	Reading Aide, 5.5 hours	no change	vacancy

• 8.C Leaves (Medical)

#	Building	Position	Effective Date	Est Return Date	Reason
1	HS	Paraprofessional	9/9/2026	10/26/2026	Medical Condition
2	District Wide	Director	9/18/2026	09/29/2026	Medical Condition

• 8.E Resignations/Terminations

Name	Position	Emp Type	Building	Effective Date	Reason
Geibel, Ruth	Secretary, Attendance	Support	MS	8/24/2026	Voluntary
Kauffman, Deanna	Food Service	Support	MS	8/31/2026	Never Started
Oswalt, Justin	Coach, Varsity Assistant Unified Bocce	Coach	Ath	9/15/2026	Voluntary

• 8.F Retirements

Name	Position	Building	Emp Type	Effective Date	DASD Years of Service
Degenhardt, Jacqueline	Custodian, Evening	HS	Support	11/30/2026	14

• 8.G 2026-2027 Driver Listing

9. ACTION/CONSENT: MINUTES

Motion to approve all items listed under Action/Consent: Minutes.

This motion, made by Terry Emig and seconded by Craig Kindig, Carried.

David Conley: Yes
Terry Emig: Yes
Allen Hogan: **Absent**
Craig Kindig: Yes

Miguel Llubes: Yes
Rob McKinney: Yes
Karen Miller: Yes
Tyler Wagner: Yes
David Wolverton: Yes

Yes: 8, No: 0, Absent: 1

- 9.A Minutes of the August 11, 2026 Board Meeting
- 9.B Minutes of the August 18, 2026 Board Meeting

10. ACTION: FINANCE

10.A Bills Paid Report

Motion to approve Bills Paid Report.

This motion, made by Rob McKinney and seconded by Terry Emig, Carried.

David Conley: Yes
Terry Emig: Yes
Allen Hogan: **Absent**
Craig Kindig: Yes
Miguel Llubes: Yes
Rob McKinney: Yes
Karen Miller: Yes
Tyler Wagner: Yes
David Wolverton: Yes

Yes: 8, No: 0, Absent: 1

10.B. Treasurer's Report

Motion to approve Treasurers Report.

This motion, made by Rob McKinney and seconded by Terry Emig, Carried.

David Conley: Yes
Terry Emig: Yes
Allen Hogan: **Absent**
Craig Kindig: Yes
Miguel Llubes: Yes
Rob McKinney: Yes
Karen Miller: Yes
Tyler Wagner: Yes
David Wolverton: Yes

Yes: 8, No: 0, Absent: 1

10.C YTD Budget to Actual Report

Motion to approve YTD Budget to Actual Report.

This motion, made by Rob McKinney and seconded by Terry Emig, Carried.

David Conley: **No**
Terry Emig: Yes
Allen Hogan: **Absent**
Craig Kindig: Yes
Miguel Llubes: Yes
Rob McKinney: Yes
Karen Miller: Yes
Tyler Wagner: Yes
David Wolverton: Yes

Yes: 7, No: 1, Absent: 1

11. ACTION

- 11.A Appointment of Dr. Timothy Mitzel as Superintendent, effective September 21, 2026 pursuant to the terms and conditions set forth in the attached agreement.

Motion to approve Appointment of Dr. Timothy Mitzel as Superintendent, effective September 21, 2026 pursuant to the terms and conditions set forth in the attached agreement.

This motion, made by Rob McKinney and seconded by Terry Emig, Carried.

David Conley:	Yes
Terry Emig:	Yes
Allen Hogan:	Absent
Craig Kindig:	Yes
Miguel Llubes:	Yes
Rob McKinney:	Yes
Karen Miller:	Yes
Tyler Wagner:	Yes
David Wolverton:	Yes
Yes: 8, No: 0, Absent: 1	

- 11.B CTE Obsolete Listing

Motion to approve CTE Obsolete Listing.

This motion, made by Terry Emig and seconded by Tyler Wagner, Carried.

David Conley:	Yes
Terry Emig:	Yes
Allen Hogan:	Absent
Craig Kindig:	Yes
Miguel Llubes:	Yes
Rob McKinney:	Yes
Karen Miller:	Yes
Tyler Wagner:	Yes
David Wolverton:	Yes
Yes: 8, No: 0, Absent: 1	

- 11.C 2027 PSBA Officer Election

Motion to approve PSBA Slate of Candidates:

Matt Vannoy, 2027 President

Kristy Bolte, 2027 Vice-President

David Hein, 2027-2029 Treasurer

Marianne Neel and Dr. Michael Faccineto - PSBA Insurance Trustees (3-year term).

This motion, made by Miguel Llubes and seconded by Tyler Wagner, Carried.

David Conley:	Yes
Terry Emig:	Yes
Allen Hogan:	Absent
Craig Kindig:	Yes
Miguel Llubes:	Yes
Rob McKinney:	Yes
Karen Miller:	Yes
Tyler Wagner:	Yes
David Wolverton:	Yes
Yes: 8, No: 0, Absent: 1	

12. REPORTS

- 12.A Dover Eagle Foundation Report - Director Hogan
- 12.B York Adams Academy (YAA) Report - Director Emig
- 12.C York County School of Technology (YCST) Report - Director Conley
- 12.D LIU #12/York Learning Center – Director Miller
- 12.E Legislative Liaison - Director McKinney
- 12.F Dover Industrial & Commercial Development Committee (ICDC) Report - Director Wolverton
- 12.G Pennsylvania School Boards Association (PSBA) Report - Director Lluberes
- 12.H Superintendent's Report

13. PUBLIC COMMENT

14. MISCELLANEOUS

Comments/Observations from Board Members

15. ADJOURNMENT

15.A Future Meeting Announcements

15.B Adjourn Meeting

Motion to adjourn meeting at 8:07 PM.

This motion made by Terry Emig and seconded by Allen Hogan, Carried

David Conley:	Yes
Terry Emig:	Yes
Allen Hogan:	Yes
Craig Kindig:	Yes
Miguel Lluberes:	Yes
Rob McKinney:	Yes
Karen Miller:	Yes
Tyler Wagner:	Yes
David Wolverton:	Yes

Yes: 9, No: 0, Absent: 0

Board Secretary