



Dover City Schools

228 West Sixth Street

Dover, Ohio 44622

DISTRICT STAFF

SUPERINTENDENT

Karie McCrate
330-364-1906

TREASURER

Kathryn Brugger
330-364-7106

ASSISTANT

SUPERINTENDENT

Seth Corder
330-364-1906

DIRECTOR OF STUDENT

SERVICES

Gina Franks
330-364-7124

CURRICULUM

COORDINATOR

Tennille Williams

330-364-1906

DIRECTOR OF SAFETY &

OPERATIONS

Chad Schie
330-364-7108

DIRECTOR OF

FOOD SERVICES

Angela Welch
330-364-7103

District Fax 330-343-7070

SCHOOLS

DOVER HIGH SCHOOL

520 North Walnut Street

PRINCIPAL

Brooke Grafe
330-364-7148

ASSISTANT PRINCIPAL

Scott Ayers
330-364-7147

ATHLETIC DIRECTOR

Tim McCrate
330-364-7143

DOVER MIDDLE SCHOOL

2131 North Wooster Ave

PRINCIPAL

Jack Edwards
330-364-7121

ASSISTANT PRINCIPAL

Eric Seibert
330-364-7121

DOVER AVENUE

ELEMENTARY

125 West 13th Street

PRINCIPAL

Katie Nicholson
330-364-7117

EAST ELEMENTARY

325 Betscher Avenue

PRINCIPAL

Zach Zesiger
330-364-7114

SOUTH ELEMENTARY

280 East Shafer Avenue

PRINCIPAL

Tracie Murphy
330-364-7111

We are pleased to welcome you to Dover City Schools. The following procedures need to be followed prior to the student's first day.

REQUIRED FORMS TO BE ON FILE WITH THE SCHOOL OFFICE:

- Student's Birth Certificate
- Student's Immunization Records
- Proof of Residency (Current utility bill, signed rental or purchase/lease agreement with name and address, notarized letter from relative with proof of their residence.)
- Custody papers (If divorced from the other parent. Must be signed by a Judge and court stamped.)
- Release of Records Request form

ONLINE ENROLLMENT INSTRUCTIONS

Follow these steps to complete the enrollment application:

Go to www.dovertornadoes.com

Click on **Parents** tab located at the top of the web page.

Click on **Parent Portal**

[Dover OneView Portal](#) will appear.

IF THIS IS YOUR **FIRST** CHILD TO BE ENROLLED IN DOVER CITY SCHOOLS

- Click "Create a New Account."
- Register as a prospective parent with the district by providing your name, email address, and contact phone number.
- Registration Status should be **"I am here to enroll a new student in the district."**
- Create "Account Access Information" with an account login ID, new password, and a Pin Code. The Parent Login ID, Password, and PIN Code is used for verification and can be anything the parent(s) want it to be. This will be unique and Dover Schools does not create the account.
- Click "Register & Begin" to get started.
- A confirmation email will then be sent to the parent once the account is created.
- The system will direct you to the Enroll a student at Dover Schools dashboard.
- Click on "Enroll New Student(s)" **blue** tab
- Enroll your child and choose the Enrollment Type **"Regular Enrollment."**
- Complete all required information and submit.

IF YOU ALREADY HAVE A CHILD ENROLLED IN DOVER CITY SCHOOLS

- Log into system with the Username and Password that you previously set up.
- If you have forgotten your login information, click on "Forgot Credentials." You will be directed to the retrieval page to obtain your Username and Password.
- If further assistance is required, you can contact the Administration Office, 330-364-7104, for assistance retrieving your login information.
- Once logged into your account, choose "Enroll New Student(s)."
- Click the **blue** button to begin **Enroll a New Student.**
- Enroll your child and choose the Enrollment Type **"Regular Enrollment."**
- Complete all required information and submit.

A Distinguished History and a Dynamic Future