205 N. 7th St.
Zanesville, Ohio 43701
(740) 452-4518
www.mvesc.org

Muskingum Valley Educational Service Center and Coshocton City Schools Service Agreement

This agreement is between Coshocton City Schools (District) (trista.claxon@coshoctoncityschools.com), and Muskingum Valley Educational Service Center (MVESC) for the provision of program services related to Tutoring Services for Coshocton City Schools, as further described under the agreement scope.

Agreement Purpose: To extend a plan to provide Tutoring services for 3-5 hours per week by the MVESC via personnel assigned to Sacred Heart. This agreement outlines the service terms and payment terms for these services.

Agreement Terms: This agreement made and entered into **November 9, 2026**, shall be between the Governing Board of the MVESC and Coshocton City Schools. The Boards of both parties hereby approve and ratify application of the terms of this Agreement from July 1, 2026, through June 30, 2027. The agreement may be amended only by an amendment in writing and approved by all parties.

Agreement Scope: Under the terms of this agreement, the MVESC shall assign resources and employees to Sacred Heart to provide services for the period July 1, 2026, to June 30, 2027. Number of days as requested and approved by the Local School districts listed above. These services may include:

- Tutoring (Title Funding) *Tutor is responsible for keeping time and effort log- must enter district and student name on timesheet*

In consideration of these services, MVESC will invoice Coshocton City Schools, monthly for Tutoring services at **$25 per hour**, amount not to exceed **$26,779.80** (total cost). This estimate may vary to account for the number of staff hired, employee insurance elections and fluctuations in mileage costs. The final invoice shall be sent by June 30, 2027.

This agreement was approved by the Governing Board of the Muskingum Valley ESC on November 9, 2026.

Muskingum Valley ESC, Governing Board President — Date

Muskingum Valley ESC, Treasurer — Date

Coshocton City Schools, Board President — Date 11/9/2026

Coshocton City Schools, Treasurer/CFO — Date 11/9/2026

Muskingum Valley Educational Service Center

Recommendation for Employment

ALL FIELDS MUST BE COMPLETED OR IT WILL BE RETURNED

Entity/District: (Recommended By)	**Sacred Heart**	
First and Last Name:	**Michelle Fox**	
Address:	**409 Main Street Dresden, OH 43821**	
Email:	**Mfoxo2000@gmail.com**	
Job Title: (Job Description submitted)	**Title Reading Tutor**	
Supervisor and Contact at Organization:	**Mary Kobel**	
Contract Term: (Years)	**Oct 2026 – June 2027**	
Contract Start and End Date:	**Oct 12, 2026- June 30, 2027**	
Eligible for Benefits:	**No**	
Salary:	**$25/hr**	
Salary Scale/Salary Step (if applicable):	**N/A**	
Number of Contract Days/Hours per day:	**3days/week 6.5 hrs/day**	
If 250 contracted days, or more, how many vacation days? Upfront or monthly accrual?	**N/a**	
How many paid holidays if applicable?	**N/A**	
Timesheet or Stretch-pay?	**Timesheet**	
SERS or STRS Retirement System?	**N/A**	
Degree:	**Bachelors Communications**	
First day working (this is important for insurance)	Oct 13	

Type of contract: _____ **Classified** ? X **Teacher** ____ **Administrator**

____ **Retired** ____ **Substitute**

Entity/District Approval: Mary K Kobel **Date:** 9-30-26