



Dina Margiano <dmargiano@derbyps.org>

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## FW: Shared Service Committee Update

1 message

Jim Gildea <jgildea@rcbigelow.com>  
To: Dina Margiano <dgotowala@derbyps.org>

Mon, Mar 2, 2026 at 10:24 AM

Here is an update that can be uploaded.

**Jim Gildea, Director Manufacturing – Fairfield**  
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**From:** Jim Gildea  
**Sent:** Thursday, February 19, 2026 10:27 AM  
**To:** Jim Gildea <jimgildeact@gmail.com>  
**Cc:** Mayor <mayor@derbyct.gov>; Matthew Conway (mconway@derbyps.org) <mconway@derbyps.org>; Brian Hall <bhall@derbyct.gov>  
**Subject:** Shared Service Committee Update

Dear Members of the Board of Alders, Tax Board and Board of Education,

I wanted to send you an update from our Shared Service Committee that was held on Tuesday.

Our focus will be on the HR position. We reviewed the proposed job description for a joint position and the various appointing and administrative models.

Here is the follow up and next steps from Tuesday.

Our next meeting is March 4<sup>th</sup> at 6:00.

Follow-Up

- City and BOE to remove the joint HR job advertisement from their respective websites.

**RECEIVED**

By Marc J. Garofalo, MPA, MCC, MCTC at 4:49 pm, Mar 02, 2026

- Identify other school systems or municipalities that successfully utilize shared HR services (similar to the Monroe model used for finance) to review their best practices.
- Perform a more detailed review of the financial implications of the HR merger using data sent by Brian Hall

#### Next Steps

- Finalize revised joint HR job description (clarify reporting, leave language, BOE vs. City authority).
- Select preferred appointment model (Municipal, Joint, or BOE).
- Establish hiring, evaluation, discipline, and termination authority in writing.
- Adopt formal conflict resolution process between City and BOE.
- Determine legal structure (ordinance, service agreement, or both).
- Validate legal compliance (charter, statute, collective bargaining).
- Set implementation timeline and institutional safeguards to ensure long-term stability.
- Request draft ordinance language from Corporation Counsel - future
- Obtain BOE counsel review of governance structure.

**RECEIVED**

By Marc J. Garofalo, MPA, MCC, MCTC at 4:49 pm, Mar 02, 2026

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**Winter and Weather-related Budget Impacts**

**Budget Line Updates and Projected Spending**

*July 1, 2025 thru February 28, 2026*

	Original <u>Budget</u>	Spending <u>2/28/2026</u>	Encumbered and <u>Open Orders</u>	2/28/2026 Budget <u>Balance</u>	Shortfall <u>2/28/2026</u>	Expected <u>Spending</u>	Expected <u>Shortfall</u>
Custodial Salaries	736,979	482,203	261,856	-7,079			
Custodial Overtime	75,000	70,393	0	<u>4,607</u>			
subtotal				-2,473	-2,473	-30,000	-32,473
Operation/Maintenance Supplies	158,700	122,218	24,272	12,210		-40,000	-27,790
Repairs and Maintenance <i>less City reimbursement</i> <i>temporaray DMS Chiller</i>	196,000	237,109	6,682	-47,791			
				<u>33,000</u>			
				-14,791	-14,791	-25,000	-39,791
Electricity thru 2/18/26	452,500	380,035	75,961	-3,496	-3,496		
March 18, 2025	89,787						
April 18, 2025	59,046						
May 18, 2025	31,127						
June 18, 2025 *	24,311						
July 18, 2025 - 50%	<u>10,523</u>						
	214,794					-214,794	-138,833
Natural Gas thru January	185,000	103,886	71,176	9,937			
			50%				
February 2025	7,543						
March 2025	6,871						
April 2025	5,740						
May 2025	3,168						
June 2025	<u>429</u>						
	23,751					-23,751	<u>47,425</u>
							-191,462

\* last school day dependent

# Winter Snow Removal Update

**Reporting Period:** December 1, 2025 – February 27, 2026

This report provides an update on winter snow removal costs incurred to date, including overtime labor, materials, equipment, and contracted services. The winter season has required significant staffing and resources to maintain safe access to buildings.

## Snow Removal Costs to Date

- **Snow Removal Overtime Labor:**  
**\$37,315.90**
- **Ice Melt, Equipment Repairs & Rentals:**  
**\$21,000.00**
- **Contracted Snow Removal Support (2/24/26):**  
**\$5,400.00**  
*Locations: Derby High School & Irving Elementary School*

## Overtime Budget Status (All Overtime)

- **Total Overtime YTD:**  
**\$70,226.00**
- **FY 2025–2026 Overtime Budget:**  
**\$75,000.00**
- **Remaining Overtime Balance:**  
**\$4,774.00**

## Capital Ex Projects – Priority Summary

2026/2027 Cap Ex	Project	26-27	Priority Ranking	
	Window Film	\$185,000		
	Badge System	\$150,000		
	DHS Gym sound system	\$35,000	4	
	HVAC Bradley Rooftop unit Cafe	\$65,000	3	
	HVAC Bradley Rooftop unit Art/Music	\$42,000	2	
	HVAC DHS PTAC units	\$90,000	1	
	Subtotal BOE for high priority	232,000		

### **Priority 1 – DHS PTAC Units (\$90,000)**

This is the highest-priority capital project and is already underway. Replacing the existing systems with new PTAC units at Derby High School allows for improved temperature control at the classroom level and provides air conditioning where it was previously unavailable. This project directly impacts daily instructional comfort, addresses ongoing temperature complaints, and modernizes aging equipment while giving staff and students consistent control of classroom environments.

### **Priority 2 – Bradley School Rooftop Unit (Art/Music) (\$42,000)**

This project will replace the existing rooftop unit serving the Art and Music areas at Bradley School with a packaged heating and cooling unit. These spaces are consistently overheated and currently have limited control of temperature. Bradley School does not have air conditioning, and this upgrade will significantly improve comfort and usability in high-occupancy instructional spaces.

### **Priority 3 – Bradley School Rooftop Unit (Cafeteria) (\$65,000)**

Similar to Priority 2, this project replaces the rooftop unit serving the cafeteria with a packaged unit capable of both heating and cooling. The cafeteria experiences frequent overheating due to occupancy levels and kitchen heat gains, with minimal temperature control. This upgrade will address comfort concerns and improve conditions for students and staff during meal periods and assemblies.

### **Priority 4 – DHS Gym Sound System (\$35,000)**

The existing sound system in the Derby High School gymnasium is no longer functional, requiring the use of a portable system for games, events, and assemblies. Installing a permanent, modern sound system will improve safety, communication, and the overall quality of school and community events held in the gym.

SCHOOL CLOSURES FOR 2025-2026 SCHOOL YEAR									
	12/23/2025			SNOW					
	1/26/2026			SNOW					
	1/27/2026			SNOW					
	2/23/2026			SNOW					
	2/24/2026			SNOW					
	2/25/2026			SNOW					
	12/15/2025			2 HOUR DELAY					
	2/11/2026			2 HOUR DELAY					

# School Closing/Snow Day Survey

According to our school calendar, if the number of school closings through March 31 exceeds six (6) days, any additional closings may be made up during April vacation.

As of February 26, 2026, we have reached six snow days. While we recognize it may be difficult to accommodate everyone's plans, we are asking our Derby families and staff to complete a brief survey indicating their preference for how we should make up any additional days, if necessary.

As of today, the last day of school is scheduled for Wednesday, June 24, 2026. This leaves four potential school days available before the end of June.

We appreciate your partnership and flexibility as we work together to make the best decision for our students, staff and our Derby family.

Please respond to the following questions by 4:00 PM on March 3, 2026.

\* Indicates required question

1. Email \*

2. Parent or Staff member

*Mark only one oval.*

Parent/Guardian

Staff member

3. Please indicate your preference below \*

*Mark only one oval.*

- Add any additional days (up to four) to the end of the school year. If more than four days are needed, the additional days would be taken from April vacation.
- Subtract any additional days from the April vacation. The last day of school will be Wednesday, June 24, 2026 unless we exceed the 5 days of April vacation.
- Use the next two potential snow days on Thursday, June 25 and Friday June 26. All remaining snow days would be subtracted from the April vacation,

4. If we subtract days from April vacation should we begin subtracting days from the beginning on April 6 or from the End on April 10? \*

*Mark only one oval.*

- Begin subtracting days from the beginning of the week
- Begin subtracting days from the end of the week

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