Personnel and Policy Committee Meeting Minutes
Date: July 30, 2026
Location: Hillsboro CUSD 3 Unit Office
Time: 5:00pm
Committee Members Present: Nathan Kirby, Brian Patton, Mike Cerutti
Also Present: Hope McBrain

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1. Call to Order
The meeting was called to order at 5:00pm.

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2. Review of PRESS Policy Revisions 121 and 122
The committee reviewed the recommended policy revisions included in PRESS Issues 121 and 122. Discussion focused on the changes that created substantial shifts in practices regarding FOIA requests, employee leaves, student records, curriculum opt-outs, and student rights. The policy updates will be presented to the full board at the August 18, 2026 regular meeting.

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3. Review of Current Athletic Staffing Levels and Needs
The committee reviewed current coaching and athletic staffing levels. The discussion included participation numbers (current and historical), program needs, student supervision, coaching responsibilities, safety considerations, and anticipated staffing needs for the 2026–2027 school year. The committee recommended adding assistant coaches for the following programs: junior high baseball, junior high softball, junior high track (2 positions), and high school track. The changes made by IHSA to the high school girls' wrestling program were discussed. The committee requested information regarding the conflicts in schedules between the girls' and boys' wrestling teams.

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4. Review of Current Volunteer Coach Policy
The committee reviewed the District's current policy and procedures concerning volunteer coaches. Discussion included required qualifications, need based on program size, approval procedures, responsibilities, and the distinction between volunteer and paid coaching positions. The committee recommended the following revisions:

To prevent potential conflicts of interest and reduce coaching turnover, parents of current students participating in the program may not serve as volunteer coaches unless there is an exceptional need identified by the head coach. All volunteer coaches must satisfy District requirements and receive annual approval from the Board of Education. ~~However, parents who have volunteered for at least three consecutive years prior to their child's participation may continue in their volunteer role. Additionally, volunteer coaches approved prior to December 9, 2025 are permitted to continue serving until they resign or are removed from the program.~~

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5. Adjournment
With no further business, the meeting was adjourned at 6:34pm.