



## **Lincolnshire-Prairie View School District 103**

Memo

To: Board of Education  
From: Dr. Craig Chatham  
CC: Dr. Scott Warren  
Date: August 14, 2025  
Re: Technology & Assessment Executive Summary

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### **Summer Safety Refresher**

- Eric Jonasson and I prepared and implemented a 3.5 hour Summer Safety Refresher on August 5.
  - There were 32 attendees, most from D103, but representatives from the local fire department, police department, public works, and library were also present. Dr. Michael Karner, our Lake County ROE Superintendent, was also able to attend for part of the meeting.
  - We reviewed and practiced our safety protocols through small and large group activities and discussions, tabletop exercises, and two mock reunification exercises.
  - We are excited to continue the trend of building a culture of safety in D103.

### **AI Professional Learning during Institute Days**

- D103 staff will have multiple opportunities to learn about AI during the institute days on August 18 & 19:
  - Each school will receive 30 minutes of training related to our D103 AI Guidelines, Data Privacy around AI, and AI prompting tips/tricks.
  - During the District Institute Day, staff will be able to attend 3 different short trainings of their choice. We have a mix of 13 teachers and administrators offering short sessions where they will show off a tool or skill, mostly related to MagicSchool. The purpose is to provide ideas and inspiration for how MagicSchool/AI can be purposefully used for teaching, learning, and administrative tasks.
- We will continue to gather groups of stakeholders, such as students, staff, and parents/guardians to further refine the guidelines to meet the needs of all.

### **Summer Projects**

- Complete: Finish network upgrades at Daniel Wright
- Complete: Collecting, cleaning up, repairing, and preparing iPads

- Complete by the time of the August Board Meeting: Refining AI Guidelines for Fall release & Preparations for AI Sessions during fall institute days.
- Always In Progress: Updating and improving our Knowledge Base (how-to's, resources, etc)
- In Progress: Cleaning up inventory records.
- Complete: Audio System installation in Daniel Wright Green Gym.
- Nearly Complete: Projector refreshes at Daniel Wright and Laura B Sprague.
- Complete: Other minor hardware refreshes.
- Will continue with Building Safety Teams: Refining and aligning Visitor Management processes.
- Complete: Summer Safety Refresher (Full morning of revisiting our safety processes and practicing our protocols).

## **AI**

- AI of the month!
  - AI “Companions” raise interesting questions about how AI should and should not be used. [Click HERE](#) for an article from Common Sense Media.
  - We currently do not allow access to AI Companions on student iPads.