



DIS LOG

DESIGNATED INSTRUCTION SERVICE LOG

Site: _____ AM HS SP
 PM Wrap FD Teacher: _____ Month: _____

Child's Name (full name)	Absent	Date	Time Out	Special Ed. Staff Signature (full name)	Time In	Special Ed. Staff Signature (full name)	Services Provided in Classroom: Yes / No	Total Minutes

INSTRUCTIONS FOR PRESCHOOL TEACHER:

1. Notify Special Needs Coordinator and Office Technician of any new or updated IEPs.
2. Place DIS Log behind tab marked "DIS" in the back of Staff Sign-in/Sign-out Binder.
3. Instruct Special Education staff to sign log whenever services are provided for child(ren) in your class.

Turn DIS Log in to the Child Development's Special Needs Coordinator **at the end of EACH MONTH:**
Special Needs Coordinator, Box 715