

**Garland Independent School District
Music Enrichment Program
Lesson Log Due Dates
2023-2024**

Private Lesson Instructors must turn in a teaching log documenting lessons taught on each campus to the campus music teachers by the dates listed on the chart below.

Lesson Taught During the Month of	Teaching Logs Due to Campus Teachers
August	Monday, September 4
September	Monday, October 2
October	Monday, November 6
November	Monday, December 4
December	Monday, January 2
January	Monday, February 5
February	Monday, March 4
March	Monday, April 1
April	Monday, May 6
May	Monday, June 3

Instructors can keep all students from all campuses on one form. A copy of that form should be given to the music teacher at *each* campus where they teach.

Instructors will be required to turn in a monthly report to the campus directors detailing the number of lessons taught, students taking lessons and amounts collected. Specific due dates will be set in advance. After the third time monthly reports are turned in late, the instructor's name will be removed from the approved list and they will not be allowed to teach in the GISD for the remainder of the year.