

CEREMONIES AND OBSERVANCES

Holidays

District schools shall be closed on the following holidays: (Education Code 37220)

New Year's Day	January 1
Dr. Martin Luther King Jr. Day	Third Monday in January of the Monday or Friday of the week in which January 15 occurs
Lincoln Day	The Monday or Friday of the week in which February 12 occurs
Washington Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Veterans Day	November 11
Thanksgiving Day	The Thursday in November designated by the President
Christmas Day	December 25

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)

Holidays which fall on a Sunday shall be observed the following Monday. Holidays which fall on a Saturday shall be observed the preceding Friday. If any of the above holidays occurs under federal law on a date different from that indicated above, the Board of Education may close the schools on the date recognized by federal law instead of on the date above. (Education Code 37220)

(cf. 6111 - School Calendar)

Commemorative Exercises

District schools shall hold exercises in accordance with law to commemorate the following special days: (Education Code 37220, 37221, 45460)

CEREMONIES AND OBSERVANCES (continued)

U.S. Constitution and Citizenship Day	On or near September 17
Dr. Martin Luther King, Jr. Day	The Friday before the day schools are closed for this holiday
Abraham Lincoln's Birthday	The school day before the day schools are closed for this holiday
Susan B. Anthony Day	February 15
George Washington's Birthday	The Friday preceding the third Monday in February
Black American Day	March 5
Conservation, Bird, and Arbor Day	March 7

Commemorative exercises shall be integrated into the regular educational program to the extent feasible.

(cf. 6142.94 - History-Social Science Instruction)

(cf. 6142.3 - Civic Education)

Patriotic Exercises

Each school shall conduct patriotic exercises daily. The giving of the Pledge of Allegiance to the Flag of the United States of America satisfies this requirement. Patriotic exercises may consist of instruction that promotes understanding of the concepts of "pledge," "allegiance," "republic," and "indivisible" and understanding of the importance of the pledge as an expression of patriotism, love of country, and pride in the United States. (Education Code 52720, 52730)

At elementary schools, such exercises shall be conducted at the beginning of each school day. (Education Code 52720)

At secondary schools, such exercises shall be conducted during the homeroom period or equivalent.

Teachers, staff and students may choose not to participate in patriotic exercises for personal reasons.

Display of Flag**1. Employee Responsibility:****a. Principals:**

- (1) Ensure that the American flag is displayed at schools according to 4 US Code 8 (Flag Code) and rules.

CEREMONIES AND OBSERVANCES (continued)

- (2) Assign to the site building services supervisor duties involved in handling and displaying the American flag outdoors.
 - b. Teachers:
 - (1) Instruct students in the principles of a free government and the rights, duties, and dignity of American citizenship.
- 2. **Display of the American and California state flags.**
 - a. **School days.** The American flag and the California state flag below it shall be flown from the main (district) flagpole at each school/site every school day, weather permitting. The flag should not be displayed out-of-doors when the weather is inclement. Any additional flags should be flown below these flags. The principal/site administrator may decide if an additional flag is appropriate.
 - b. **Open-air events.** The American flag and the California state flag below it shall be prominently displayed during the day at all games and performances that take place at a coliseum, stadium, bowl, or any other open-air site.
 - c. **After dark.** It is the universal custom to display the flag only from sunrise to sunset on buildings and stationary flagstaffs in the open. However, the flag may be displayed at night upon special occasions to produce a patriotic effect.
 - d. **Required days.** If school is in session, display of the flag(s) may be assigned to the site custodian. If school is not in session, site funds can be used to provide custodial overtime for holiday flag-raising. If community members or other groups express interest in raising the American flag at schools, sites may make arrangements for such volunteer efforts. If a holiday falls on Sunday, flags shall be flown on the following Monday. If a holiday falls on Saturday, flags shall be flown on the preceding Friday. State law requires the flag to be flown on:
 - (1) Veterans Day (November 11)
 - (2) Martin Luther King, Jr. Day (third Monday in January)
 - (3) Lincoln Day (February 12)
 - (4) Washington Day (third Monday in February)

CEREMONIES AND OBSERVANCES (continued)

- (5) Memorial Day (last Monday in May) – the flag shall be flown at half-staff after sunrise until noon, but at full-staff in the afternoon
 - (6) Independence Day (July 4)
 - e. **Auditorium flags.** The flag shall be placed on a standard to the right of the stage in each school auditorium (i.e., to the speaker’s right as he/she faces the audience). If the flag must be placed elsewhere on the platform, it should be on the right of the audience as they face the platform.
 - f. **Classroom flags.** Each classroom shall have its own flag.
3. **Music protocol.**
- a. Call to Colors or The Star Spangled Banner is suitable for flag-raising. Whenever The Star Spangled Banner is played, everyone should sing the words.
 - b. The audience should stand at attention, with men/boys removing their headgear.
 - c. At the conclusion of Call to Colors or The Star Spangled Banner, there should be no cheering or applause.
4. **Flag instruction.** Appropriate instruction shall be given throughout the school term; appropriate exercises or activities shall be held during the last week of the school year.
5. **Honoring deceased persons.** The American flag and the state flag will be flown at half-staff in reverence of certain national, state and local persons. The two flags are considered to be one entity for the purposes of this procedure.
- a. **Proclamation and designated authority.** In most instances, the President of the United States proclaims a period of mourning for national figures, the governor does the same for the state, and County Board of Supervisors for the county, the mayor for city personnel, the Board of Education or the superintendent for the district, and the principal for a school.
 - b. **Method of raising and lowering the flag.** When the flag is raised, it shall be hoisted to the top then lowered to half-staff. When the flag is lowered at the end of the day, it should again be raised to the top and then lowered. When the flag at half-staff will be within reach of students, it should be secured out of reach between half-staff and the top.

CEREMONIES AND OBSERVANCES (continued)**c. Timetable for flying the flag at half-staff.**

Government Branch	Person	When	How Long
National	President of the United States or former president	Upon announcement of death	30 days
	Vice president, chief justice, or retired chief justice, or speaker of the house	Upon announcement of death	10 days
	Cabinet members, former vice presidents, senators, representatives, Supreme Court associate justices, and certain other officials	As soon as proclamation covering period of mourning is made	As announced, normally until interment
State and Local	Governor, lieutenant governor, member of County Board of Supervisors, or mayor	As soon as proclamation covering period of mourning is made	As announced, or if not announced, until interment
	Other officials or persons as proclaimed by governor, County Board of Supervisors, or mayor	As soon as proclamation covering period of mourning is made	Until interment
School District	Board of Education member or district officer	As soon as proclamation covering period of mourning is made (may apply to all district facilities or to Education Center only)	Until interment
	Student or staff member (at the site administrator's discretion)	Upon notification of death	Until interment

CEREMONIES AND OBSERVANCES (continued)

6. **Acquisition of flags and related materials.** Flags may be ordered by special request; contact the Strategic Sourcing and Contracts Department for vendor referral.
7. **Cleaning of the flag.** A United States flag may be mended, washed, or dry cleaned.
8. **Disposing of the flag.** The flag, when it is in such condition that it is no longer a fitting emblem for display, should be destroyed in a dignified manner, preferably by burning. (4 US Code 8)

Regulation
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SAN DIEGO UNIFIED SCHOOL DISTRICT
San Diego, California