



ADMINISTRATIVE PROCEDURE

SAN DIEGO UNIFIED SCHOOL DISTRICT

NO: 4920

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CATEGORY: **Instruction, Miscellaneous**

EFFECTIVE: **7-01-62**

SUBJECT: **Holiday Observances—Nonpatriotic**

REVISED: **4-26-2002**

A. PURPOSE AND SCOPE

1. To establish a guide for principals/administrators in planning and conducting holiday programs and to describe central office services available for such programs.

B. LEGAL AND POLICY BASIS

1. **Reference:** Board policy: F-1000, F-1050.

C. GENERAL

1. **Originating Office.** Suggestions or questions concerning this procedure should be directed to the Institute for Learning.
2. **Guidelines for Principals**
 - a. Primary criterion at all times shall be the educational value to be derived from preparing and presenting a program.
 - b. Present cultural aspects of the holiday.
 - c. Avoid offering a program that emphasizes a religious message or that would be more appropriate in a house of worship, or religious school direct readings from religious texts in a non-literature context is most often inappropriate. Teachers considering this at an elementary or middle school level should discuss the item with the principal beforehand.
 - d. Exercise control over amount of instructional time devoted to preparation of holiday programs.
 - e. Encourage simplicity in planning and preparation of programs; avoid using elaborate scenery or staging arrangements that are expensive and require excessive time for preparation.
 - f. When planning holiday programs consider the following:
 - (1) Purpose of activity. Is the purpose secular in nature, e.g., learning about and presenting the music of a particular composer's style or historical period?

- (2) Primary effect of the activity. Does it celebrate, enhance or inhibit religion? Might it invite confusion of thought or family objections?
 - (3) Does the activity involve excessive entanglement with a religion or religious group, or between the school and religious organizations?
 - g. Students with religious objections to participation in holiday programs should be exempted from participation without penalty.
3. **Examinations or Important Events on Religious Holidays.** Principals shall remind teachers that examinations or important events should not be scheduled on major religious holidays. All schools are supplied with calendars indicating such holidays.
4. **Services provided by Central Office Personnel**
- a. Visual and Performing Arts Department can provide assistance and guidance to principals and teachers in selecting music and developing format for school programs.
 - b. Multimedia program manager surveys available multimedia materials to recommend resource materials that would assist in planning appropriate programs.

D. IMPLEMENTATION

E. FORMS AND AUXILIARY REFERENCES

F. REPORTS AND RECORDS

G. APPROVED BY



Chief of Staff, Terrance L. Smith
For the Superintendent of Public Education