

B'nai Mitzvah Handbook



B'nai Torah

Sudbury MA



B'nai Torah

Becoming a Bar or Bat Mitzvah is an important and wonderful life-cycle milestone for a Jewish child and his or her entire family. It is also a significant event in the life of our synagogue community, Congregation B'nai Torah. The Bar/Bat Mitzvah ceremony and celebration represent many months and years of Jewish learning and experiences – within the synagogue, at your home, and in the world. It is important to note that the *process* of preparing for Bar/Bat Mitzvah is as meaningful as the day itself; in fact, the more engaged and involved the pre-Bar/Bat Mitzvah student and family are in the months prior to Bar/Bat Mitzvah, the more fulfilling the actual “day” will be to all who are present.

The process of planning this type of Jewish family event can be complex and intense. This booklet is to help answer the questions you may have about how Congregation B'nai Torah views the process of becoming Bar/Bat Mitzvah – what happens before and what happens after – as one step in Jewish life-long learning. We hope that it will provide you with some helpful information regarding the history and background of the Bar/Bat Mitzvah celebration, Congregation B'nai Torah's particular guidelines, and those procedures and customs that are unique to our congregation. If, after reviewing this booklet, you still have questions, contact us at the temple; we will do everything we can to make sure you, your family, and your proud Bar/Bat Mitzvah child have an experience you will always remember.

Rabbi Lisa Eiduson
Orna Sonnenschein, Tutor

Jodi Blankstein, Cantorial Soloist
Robin Berman, Administrator

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INTRODUCTION

The Meaning of B'nai Mitzvah

Bar (for a boy), **Bat** (for a girl), **B'nai** (plural for boys) or **B'not** (plural for girls) **Mitzvah** means “one who is obligated by the commandments.” *Mitzvot* are all of the positive and negative commandments found in the *Torah* - not only rituals and festivals, but also how we relate to others, our business dealings, our families, and how we care for the vulnerable in society. The Hebrew root of the word, *mitzvah*, also conveys the meaning of ‘connection’. So we can think of *mitzvah* as something that helps us feel more connected – to God and to each other. When a child becomes *Bar* or *Bat Mitzvah* it means that the obligation to learn and choose how to practice Judaism and live in accordance with Jewish values is now in their hands. *Bar Mitzvah* is not a verb; therefore, we do **not** say, “My child was *Bar Mitzvahed* last year” or “My daughter made her *Bat Mitzvah* last year.” In the end, it means a commitment to continue to learn, grow and to try new experiences.

Becoming a Bar or Bat Mitzvah

Becoming *Bar/Bat Mitzvah* at Congregation B'nai Torah is one of the many milestones of a multi-year education program. The congregation's leadership and membership view Jewish Education as beginning in Kindergarten and continuing through 12th grade. *Bar/Bat Mitzvah*, as a life-cycle ceremony, follows a period of learning about Jewish rituals, ethics, history, *Torah*, prayer and Hebrew. As such, we expect students not only to demonstrate certain skills when they lead a service as a *Bar/Bat Mitzvah*, but also to have the basic knowledge to live a full and meaningful Jewish life. Each child will be prepared according to his or her individual ability. Every *Bar* or *Bat Mitzvah* student is unique and respected. We believe that the training for the service should be a positive and joyous experience and should meet the individual needs of the learners. *Bar/Bat Mitzvah* preparation will, however, challenge each student to reach his or her potential and, with support, to move beyond his or her comfort zone.

BAR/BAT MITZVAH PROGRAM EXPECTATIONS

At CBT the Bar and Bat Mitzvah services takes place at a selected morning or afternoon (*Havdalah*) Shabbat service. We view the B'nai Mitzvah process within the context of the *family* and the *synagogue community*. We understand Bar and Bat Mitzvah process and requirements within the traditional Jewish framework of **Torah** (Jewish study), **Avodah** (prayer), and **Gemilut Chasadim** (deeds of lovingkindness).

Torah – Jewish Study

- ***Successful Completion of Grades 3, 4, 5, and 6 at Congregation B'nai Torah:***

Grade 6 – There will be a 75% minimum attendance requirement for students in Grade 6. Students who are perpetually arriving late or leaving early will receive half-session absences and will be required to complete make-up work to stay current with the class.

- ***Enrollment and Attendance on Tuesday evenings for Grades 7 and 8:***

The Bar/Bat Mitzvah program at Congregation B'nai Torah is a two-year program spanning both Grades 7 and 8 at our synagogue. Students are expected to continue to attend and to complete the entire Grade 7 and Grade 8 years on Tuesday evenings.

Some students become B'nai Mitzvah in Grade 7 and some in Grade 8. Because the B'nai Mitzvah experience is cohort-based process and not simply an individual endeavor, we expect that all B'nai Mitzvah candidates at Congregation B'nai Torah will commit to attending Religious School through the Grade 8 year – regardless of when one's individual ceremony takes place. We do expect a minimum attendance of 75% at all Grade 7 and 8 classes – even once a student celebrates his or her Bar or Bat Mitzvah -- so that we can continue to provide the best Jewish educational and social experience possible for everyone.

- ***Individual Meetings with Orna Sonnenschein, Bar and Bat Mitzvah Tutor:***

At the heart of the process will be a one-on-one mentoring relationship with Orna Sonnenschein. Over the course of the months of one-on-one tutoring prior to the Bar or Bat Mitzvah, Orna builds a trusting relationship that is often one of the most memorable components of a student's entire experience.

BAR/BAT MITZVAH PROGRAM EXPECTATIONS

- ***Preparing a D'var Torah (literally: "a word of Torah"):***

A D'var Torah is an original interpretation of the Torah portion combined with a personal statement about the significance of becoming a Bar/Bat Mitzvah. The D'var Torah is prepared in advance and delivered as part of a student's becoming Bar or Bat Mitzvah at his or her service. In order to help facilitate this process, one of the 6th grade parent programs will be devoted to discussing how to approach the D'var Torah. In addition, Rabbi Eiduson will work with the student individually toward the creation and completion of a D'var Torah.

Avodah - Prayer

- ***The Learners' Service:***

Required student and parent attendance for at least one of the "Learners' Services" offered during the year by the rabbi, cantorial soloist and classroom teachers. These are wonderful, interactive services that are designed for pre-B'nai Mitzvah families to better understand the structure and flow of the Jewish worship service, and to ask questions.

- ***Shabbat Service Attendance at Congregation B'nai Torah:***

Participation in regular Shabbat worship services enables our students to develop an understanding of the service and a comfort level with the flow of the service. Therefore, the Bar/Bat Mitzvah student is strongly encouraged to attend as many Congregation B'nai Torah Shabbat services as possible – Friday evening, Saturday morning, Saturday evening. It is our hope that parents attend the services with their children to familiarize themselves with the service and share thoughts and comments on the service. It is also nice to pray together. Bar/Bat Mitzvah students and their parents agree that attending services is the most helpful and concrete way to become familiar with the traditions at Congregation B'nai Torah and to de-mystify the Bar/Bat Mitzvah process for the entire family.

*CBT requires student and parent attendance for at least three (3) Bar/Bat Mitzvah services within the year prior to Bar/Bat Mitzvah at Congregation B'nai Torah. Each congregation has its own unique culture and way of

BAR/BAT MITZVAH PROGRAM EXPECTATIONS

observing this important milestone in your child's life. By attending b'nai mitzvah services at CBT you will get a better sense of what to expect when it's your son/daughter becoming a bar/bat mitzvah. Knowing what to expect the day of will go a long way in relieving some of the anxiety that creeps its way in as the day approaches.

- ***A Note about Worship Services at other Congregations:***

Attending any service at any congregation is a mitzvah, and is helpful to the Bar/Bat Mitzvah student and family. But we have learned from our families that the more services a family and prospective Bar/Bat Mitzvah are able to attend at CBT, the more meaningful the family celebration will be.

Gemilut Chasadim – Deeds of Lovingkindness

- ***Required Completion of a Meaningful Family Mitzvah Project:***

There are many ways to assist with the Jewish imperative known as “*Tikkun Olam*” – repairing the world through social action and/or social justice initiatives. We are happy to provide support, guidance, and suggestions so that each family finds something that is in line with the Bar/Bat Mitzvah student's social action interest. While some students and families involve themselves in an ongoing, long-term project, others prefer a more intense one-day or one-time experience. There is virtually no limit to what the family can do to complete this requirement which we believe is essential to the Bar/Bat Mitzvah journey.

THE ROLE OF PARENTS IN THE BAR AND BAT MITZVAH

- ***Membership at Congregation B'nai Torah***
Bar and Bat Mitzvah preparation and ceremonies are reserved for members of Congregation B'nai Torah only, and families need to be in good standing with the congregation regarding membership and financial obligations in order for B'nai Mitzvah tutoring with CBT's B'nai Mitzvah tutor, Orna, to begin and for facilities rental to be guaranteed.
- ***Assisting and Encouraging your Son or Daughter***
The process of learning a Torah portion, Haftarah portion, preparing blessings/prayers for the service, and writing a D'var Torah proves challenging for every single student. Bar and Bat Mitzvah cannot be reached without commitment and practice, and sometimes the process is frustrating. We suggest that parents help the student schedule a regular daily practice time. Repetition and constant reinforcement of the material is crucial to his/her success. A sufficient number of tutorial sessions will be scheduled to assure adequate preparation, but practice at home is required!!
- ***Communication is essential***
We rely on parents to tell us at the beginning of the Bar/Bat Mitzvah preparation process about any special learning needs your child may have. This will help us create a realistic and positive set of expectations for your son/daughter.
- ***Financial Obligations***
All financial obligations – including membership dues, school tuition, and B'nai Mitzvah fees -- must be current or an acceptable arrangement must be made with the Treasurer of the temple. Payments must be current at least 90 days prior to the Bar/Bat Mitzvah date. All forms must be filled out and submitted to the temple office on time.

BEYOND B'NAI MITZVAH—CBT'S POST-B'NAI MITZVAH PROGRAM

Bar/Bat Mitzvah is an important step along the way, but NOT an endpoint. As such, we expect that those who become Bar/Bat Mitzvah in 7th grade will complete the entire Grades 7 and 8 program years. We view Bar/Bat Mitzvah as a marker on the road to a solid Jewish education. A thirteen-year old still has much to learn about Judaism and the Jewish people. Post Bar/Bat Mitzvah is when our children have the maturity and the opportunity to engage in meaningful Jewish dialogue about a variety of subjects.

By permitting your child to stop Hebrew School the Tuesday after their Bar/Bat Mitzvah you are sending a powerful message about the importance of Judaism in their lives and that Bar/Bat Mitzvah was the sole purpose of their Jewish education. Now more than ever, the post-Bar/Bat Mitzvah youth has the chance to truly engage in Jewish studies, backed by the strong foundation he/she received in the traditional religious school program.

Our Grades 7 and 8 classes take place on Tuesday evenings. In addition, there will be opportunities for other Jewish learning and experiential opportunities for students in Grades 8-12 that will include meaningful and compelling classes, trips and activities that are offered in our post-B'nai Mitzvah program.

“Dropping out of Jewish education after Bar/Bat Mitzvah mocks all that Bar/Bat Mitzvah stands for – Jewish learning and its power to shape and influence our lives.”

~Rabbi Jeffrey Salkin

ALIYOT AND OTHER HONORS

We invite you to choose family members and/or friends whom you wish to honor with an aliyah to the Torah or other service involvements.

ALIYOT (BLESSINGS OVER THE TORAH)

Meaning to “go up” or “ascend,” aliyah also implies a “spiritual” ascent. It is considered one of the most sacred privileges in Judaism. Traditionally one must be Jewish and “of age” (i.e., Bar/Bat Mitzvah) to qualify for an aliyah. (Indeed, the ceremony of Bar/Bat Mitzvah is a celebration of a child’s first aliyah.) Here at CBT we welcome non-Jews to accompany a Jewish adult for an Aliyah. The melody for chanting can be found on our website.

The number of Aliyot available to give to family and friends will depend on how many Aliyot the bar/bat mitzvah chants. The average number of Aliyot at CBT is 3. Parents traditionally chant one of the Aliyot and the final Aliyah (Maftir) is chanted by the bar/bat mitzvah.

Hebrew Name

Proper form requires you being called to the Torah by your Hebrew name. This includes not only your given name but the name (s) of your father and/or mother. The formula would thus be:

For men Ya’akov ben Avraham v’Sarah

For women Rachel bat Avraham v’Sarah

Coming Up

When your name is called, come to the *bimah* (pulpit) and stand to the right of the reader. S/he will point to the place in the *sefer* (scroll) where you are reading. Touch that spot with the *tzitzit* (fringes) of your *tallit* (prayer shawl), or the corner of your *siddur* (prayer book) and then kiss the *tzitzit* or the *siddur*. At this point, recite the *b’rachah* (blessing). If desired, grasp one of the wooden posts of the scroll as the blessing is recited.

ALIYOT AND OTHER HONORS

The First Blessing

Blessing before the reading of Torah

בְּרַכּוּ אֶת יְהוָה הַמְבָרָךְ :

Barchu et Adonai ham'vo-rach

בְּרוּךְ יְהוָה הַמְבָרָךְ לְעוֹלָם וָעֶד :

Baruch Adonai ham'vo-rach l'olam va-ed

בְּרוּךְ אַתָּה יְהוָה אֱלֹהֵינוּ מֶלֶךְ הָעוֹלָם אֲשֶׁר בָּחַר בָּנוּ מִכָּל הָעַמִּים
וְנָתַן לָנוּ אֶת תּוֹרָתוֹ. בְּרוּךְ אַתָּה יְהוָה נוֹתֵן הַתּוֹרָה :

Baruch Atah Adonai, Eloheinu Melech ha-o-lam, a-sher ba-char banu mi-kol ha'a-mim, v'na-tan lanu et Torah-to. Baruch Atah Adonai, no-tein ha-Torah

Bless the Holy One of Blessing

Bless the Holy One forever

Holy One of Blessing, Your Presence fills creation. You called us from all the peoples and gave us Your Torah. Holy One of Blessing, You give us Torah.

The first blessing is recited in Hebrew prior to reading of the Torah. You should recite the first line, wait for the congregation to respond with the second line, then repeat that second line and read the rest of the first blessing. (A copy of the blessing will be on the Bimah in both Hebrew and transliteration.)

The Torah Reading

Following the conclusion of the first b'rachah, the bar/bat mitzvah will chant the selection from the Torah.

The Concluding Blessing

Blessing after the reading of Torah

בְּרוּךְ אַתָּה יְהוָה אֱלֹהֵינוּ מֶלֶךְ הָעוֹלָם אֲשֶׁר נָתַן לָנוּ תּוֹרַת אֱמֶת וְחַיִּי
עוֹלָם נָטַע בְּתוֹכֵנוּ. בְּרוּךְ אַתָּה יְהוָה נוֹתֵן הַתּוֹרָה

ALIYOT AND OTHER HONORS

Baruch Ata Adonai, Eloheinu Melech ha-o-lam, a-sher na-tan la-nu Torat emet, v'cha-yei o-lam na-ta b'to-chei-nu. Baruch Atah Adonai, no-tein ha-Torah.

Holy One of Blessing, Your Presence fills creation. You gave us the Torah of truth and planted within us eternal life. Holy One of Blessing You give us Torah.

Following the chanting of the Torah selection, the concluding *b'rachah* is offered. Again the person offering the blessing will touch the place in the *sefer* (scroll) with his/her *tzitzit* (fringes) of the tallit (prayer shawl) or the corner of his/her *siddur* (prayer book), and may choose to grasp the Torah scroll while reciting the blessing.

After the Concluding Blessing

Following the concluding *b'rachah*, the person(s) who was called to the Torah should now move to the reader's left and remain there until the next *aliyah* is concluded. Then return to one's seat.

ALIYOT AND OTHER HONORS

HONORS

Tallit Presentation

Families have the option to have the bar/bat mitzvah begin the service already wearing their tallit, or have the tallit presented to him/her at the beginning of the service.

Readings

There are 4 optional English readings in the service that can be given to family or friends to read at the service. They can also be given as extra material for the bar/bat mitzvah to read. If you choose not to assign these reading to anyone the Rabbi will do the reading:

AM Service

May the One
What Makes a Fire Burn
Life without Integrity
On this Holy Shabbat

PM Service

Prayer Invites God's Presence
For the Good
On this Holy Shabbat
For the Gift of our Souls

Opening the Ark

Opening and closing the ark before the Torah Service

The recipient of this honor is responsible for opening and closing the ark. At the beginning and/or at the conclusion of the Torah service, the Rabbi calls for Ark openers and other honor recipients. This is the cue for the Ark opener to ascend the *Bimah*.

There are usually two Ark openers. Each takes a place on either side of the ark. When signaled, they each open one of the Ark doors. When the Torah procession moves through the sanctuary, the Ark openers follow the Torah scrolls around the sanctuary and back to the ark. Once the scrolls are returned to the ark, the Ark is closed and the Ark openers return to their seats.

ALİYOT AND OTHER HONORS

Opening and closing the ark after the Torah Service.

For the return of the scroll used during the service, the Rabbi will say: “We now rise to return the scrolls to the Ark”. The second set of Ark openers ascend the *bimah* and open the Ark doors when signaled by the Rabbi. After the scroll is returned, the Ark is closed (when signaled). At this time it is customary to shake hands with those on the *bimah* then descend the *bimah* back to their seats. Anyone (Jewish or non-Jewish and of any age) can open and close the Ark.

Passing the Torah Through the Generations

Traditionally Grandparents/Parents/Bar/Bat Mitzvah

Undressing the Torah

Helping to remove the crowns, yad and Torah mantle prior to the Torah reading.

Hagbah (Lifting the Torah)

The lifting of the Torah takes place when the Bar or Bat Mitzvah has finished chanting the Torah portion and giving his or her D’var Torah. . Please ascend the *bimah* and move toward the podium. The Rabbi will signal to lift the Torah. To complete the lift, grab one wooden spool with each hand, slightly lift and pull the Torah over the edge of the podium, then press down on the spools for leverage. The top of the Torah will rise--as it does, simply lift straight up (so that hands are about eye level). If able, turn so the text of the Torah is facing the congregation. Then proceed to the seat near the podium. Hold the Torah as it is being dressed. Once complete, the Rabbi will take the Torah and place it on the Torah stand. The *Hagbah* returns to his/her seat once the Torah is in place and the congregation is directed to be seated. It is customary to shake hands with those on the *bimah*.

It is customary to wear head covering and *tallit* when performing this honor.

Glilah (Dressing the Torah)

The dressing of the Torah takes place immediately after the Torah is lifted and placed on the Torah stand.

Please ascend the *bimah* and move toward the podium. The Torah is lifted and the *Gabba'im* (people standing on either side of the podium during the Torah service) assist the *G'lilah* with rolling and binding the Torah. The Torah is dressed

ALIYOT AND OTHER HONORS

with the cover and mantel. The silver *yad* (pointer) is hung on the right spindle, and the crowns placed on each spindle. After this is complete, it is customary to shake hands with those on the *bimah* and descend the *bimah*.

It is customary to wear head covering and *tallit* when performing this honor.

Kiddush

Reciting the blessing over the grape juice/wine at the conclusion of the service.

Motzi

Reciting the blessing over the challah at the conclusion of the service.

Ushers/Buddies

These are members of the congregation (can even be from your child's class) who are helping hands before, during and after the service. Prior to the service, ushers greet guests, hand out pamphlets and prayer books and help direct them to seats in the sanctuary. During the service they can help monitor our students and their friends. Ushers/buddies can also be the ones who prepare the challah and pour the wine and juice for the congregation following the service. They can also be the ones who re-shelve the prayers books and clean up the Kiddush room and kitchen. (Remember you are responsible for making sure the building is left as you found it.)

ALIYOT AND OTHER HONORS FORM

to be submitted to the Rabbi at least **2 weeks prior** to your simcha

Name of Bar/Bat Mitzvah:

Date of Simcha:

Aliyah #1 (start here if 5 total aliyot)

English Name	Hebrew Name	Son (ben)/ daughter (bat) of	Parent	Parent

Aliyah #2 (start here if 4 total aliyot)

English Name	Hebrew Name	Son (ben)/ daughter (bat) of	Parent	Parent

Aliyah #3 (start here if 3 total aliyot)

English Name	Hebrew Name	Son (ben)/ daughter (bat) of	Parent	Parent

Aliyah #4 (start here if 2 total aliyot)

English Name	Hebrew Name	Son (ben)/ daughter (bat) of	Parent	Parent

Maftir (final aliyah—the Bar/Bat Mitzvah)

English Name	Hebrew Name	Son (ben)/ daughter (bat) of	Parent	Parent

ALIYOT AND OTHER HONORS FORM

to be submitted to the Rabbi at least **2 weeks prior** to your simcha

Aliyah Example

English Name	Hebrew Name	Son (ben) /daughter (bat) of	Parent	Parent
Orna	Orna	bat	David	Tamar

Tallit Presentation

____ Would you like the Bar/Bat Mitzvah to begin the service already wearing a tallit, or

____ Would you like the tallit to be presented to him/her when the service begins?

Presented by: _____

Readings

AM Reading

Name of Reader

May the One (P. 193)	
What Makes a Fire (P. 225)	
Life Without Integrity (P. 237)	
On this Holy Shabbat (P. 255)	

PM Reading

Prayer Invites God's Presence (P. 345)	
For the Good (P. 353)	
On this Holy Shabbat (p. 355)	
For the Gift of our Souls (p. 357)	

Opening the Ark

Name

Name

Open/close ark before Torah Service		
Open/close ark after Torah Service		

ALIYOT AND OTHER HONORS FORM

to be submitted to the Rabbi at least **2 weeks prior** to your simcha

Passing the Torah Through the Generations

(Grandparents and Parents) (Please list names)

Undressing the Torah

Hagbah (Lifting the Torah)

(Only 1)

G'lilah: (Dressing the Torah)

Kiddush/Motzi

Havdalah Helpers (Afternoon Service Only)

Two additional guests may join the bar/bat mitzvah on the bimah for Havdallah to hold the spice box, wine cup and Havdallah candle.

This is a non-speaking honor. Siblings or friends work well.

ALIYOT AND OTHER HONORS FORM

to be submitted to the Rabbi at least **2 weeks prior** to your simcha

Ushers

Responsible for greeting/welcoming guests, monitoring students during service, pouring and plating wine/grape juice and challah, ensuring that kiddush room and kitchen are left in the same condition they were found.

Please list your ushers: _____
[minimum of 2] _____

Mourners' Kaddish

Are there people whom you would like remembered for *Kaddish* (mourners' prayer)? It need not be their *Yahrtzeit* (anniversary of death).

Please list names: _____

THE BAR/BAT MITZVAH PAMPHLET--- MORNING

You are responsible for preparing a Bar/Bat Mitzvah Pamphlet.

At minimum, it must contain the following – which will be provided to you by the rabbi/tutor:

1. Torah blessings
2. Torah verses being chanted (In Hebrew and English)
3. Haftarah blessings
4. Haftarah verses being chanted (In Hebrew and English)

In addition to the above, you may add as much non-liturgical personalization to the pamphlet as you wish. This part is optional. ☺

Please number the pages in your pamphlet, and paginate from right to left.

The following DRAFTS COPIES are due 4 weeks prior to your *simcha* (joyous event); FINAL COPIES are due 2 weeks prior to your *simcha*:

- a. Pamphlet draft.** Please wait to print finalized copies until after the Rabbi reviews your draft. After the draft review by the Rabbi, please submit 3 copies of your finalized pamphlet 2 weeks prior to your *simcha*.
- b. The first draft of all of the honors forms.** The final draft of the honors forms need to be submitted to the Rabbi 2 weeks prior.

THE BAR/BAT MITZVAH PAMPHLET--- MORNING

PAMPHLET: ORDER OF HONORS

This is the order of the readings/prayers in the service that you may use as an outline for your pamphlet. You are more than welcome to put names of those participating with the relevant prayers. For the “Readings” – these are the optional English readings; you may assign each one of these to either to a family member/friend or to the Bar/Bat Mitzvah student. If you do not choose either of those options, the rabbi will do the reading!

Readings:

May the One
What Makes a Fire Burn
Life without Integrity
On this Holy Shabbat

Opening Ark

Passing the Torah Through the Generations

Undressing the Torah

1st Aliyah

2nd Aliyah

[Etc. if additional]

MAFTIR (FINAL ALIYAH) – THE BAR/BAT MITZVAH

Lifting the Torah

Dressing the Torah

Closing Ark

Kiddush/Motzi

THE BAR/BAT MITZVAH PAMPHLET--- AFTERNOON

You are responsible for preparing a Bar/Bat Mitzvah Pamphlet.

At minimum, it must contain the following – which will be provided to you by the rabbi/tutor:

1. Torah blessings
2. Torah verses being chanted (In Hebrew and English)
3. Haftarah blessings
4. Haftarah verses being chanted (In Hebrew and English)

In addition to the above, you may add as much non-liturgical personalization to the pamphlet as you wish. This part is optional. ☺

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THE BAR/BAT MITZVAH PAMPHLET--- AFTERNOON

PAMPHLET: ORDER OF HONORS

This is the order of the readings/prayers in the service that you may use as an outline for your pamphlet. You are more than welcome to put names of those participating with the relevant prayers. For the “Readings” – these are the optional English readings; you may assign each one of these to either to a family member/friend or to the Bar/Bat Mitzvah student. If you do not choose either of those options, the rabbi will do the reading!

Readings:

Prayer Invites God’s Presence
For the Good
On This Holy Shabbat
For the Gift of our Souls

Opening Ark

Passing the Torah Through the Generations

Undressing the Torah

1st Aliyah

2nd Aliyah

[Etc. if additional]

MAFTIR (FINAL ALIYAH) – THE BAR/BAT MITZVAH

Lifting the Torah

Dressing the Torah

Closing Ark

Havdallah Helpers

Kiddush/Motzi

THE BAR/BAT MITZVAH TIMELINE

The Bar/Bat Mitzvah Timeline

- Two years prior to your child turning 13

October (child in Grade 4 or Grade 5)

There will be a parent meeting concerning your child becoming a Bar/Bat Mitzvah. At this meeting, you will receive your child's bar/bat mitzvah date. You will be asked to let us know if you prefer a morning or afternoon service.

- One year prior to the Bar/Bat Mitzvah date

Students preparing for Bar/Bat Mitzvah must be enrolled and attend weekly grade-level Religious School classes and any additional programs or services related to the B'nai Mitzvah experience. You will be notified by mail of dates and times of these additional programs well in advance.

Remember that a 75% attendance rate is required for your son/daughter in Grades 6 and 7. This includes all Tuesday afternoon/evening classes, scheduled programs, and informal youth opportunities. If the student falls below the 75% attendance requirement, s/he will be assigned individualized make-up work to complete and return to the rabbi/educator.

If you haven't already done so, contact Robin Berman, the synagogue Administrator to reserve the Temple facilities for your social function.

- Approximately 9-10 months prior to the Date

You and your son/daughter will be invited to meet with Rabbi Eiduson to review expectations for the tutoring process, discuss the Mitzvah Project, answer questions regarding study and preparation, and set preliminary goals prior to the beginning of one-on-one tutoring.

- Approximately 8 months prior to the Date

A letter will be sent to your family to set up a Bar/Bat Mitzvah preparation schedule including: individual tutoring sessions at Congregation B'nai Torah with

THE BAR/BAT MITZVAH TIMELINE

Orna Sonnenschein, our B'nai Mitzvah tutor, meetings with Jodi Blankstein, cantorial soloist, rehearsal time in the sanctuary, and two meetings with Rabbi Eiduson concerning the student's writing of his or her *D'var Torah*. At the first meeting, Rabbi Eiduson meets with the parents and the student; at the second, Rabbi Eiduson meets with the student alone. The week prior to the second meeting with the Rabbi, the student should email Rabbi Eiduson a copy of the draft of his/her *D'var Torah* for her review and suggestions at the meeting.

All meetings with the rabbi, the cantorial soloist as well as appointments with Congregation B'nai Torah's tutor are planned and scheduled to the best of our ability, and on a first-come, first-serve basis. Please note that no student will be taken out of CBT Tuesday afternoon or evening Religious School classes.

- Three to Four months prior to the Date

Meet with Rabbi Eiduson about student *D'var Torah*. At the first meeting, the rabbi meets with both the student and his or her parents; and at the second meeting the rabbi meets with the student individually.

- Two months prior to the Date

The Cantorial Soloist will meet with families in a small group or individually to discuss the music for the services and to make decisions about the musical selections to be used in each family's particular service.

All fees must be paid and membership dues must be current.

Finalize all arrangements and pay all fees related to Bar/Bat Mitzvah celebration – if it is taking place at CBT. The Administrator will assist you with this process.

- One month prior to the Date

The Honors form will be reviewed with the parent at this time, so that it can be finalized with Rabbi Eiduson at the final rehearsal.

Draft of pamphlet should be submitted to Rabbi for review before going to the printer.

THE BAR/BAT MITZVAH TIMELINE

- Two to four weeks before the Date

During the final month of preparation, the student will have one 45-minute rehearsal in the Sanctuary with the tutor. At least one month in advance, parents are responsible for getting all information regarding service honors (for family and friends) and pamphlet/program materials to the rabbi.

In addition the following administrative details regarding the celebration/facility use needs to be submitted to the Administrator:

- Caterer's name

- Room(s) set-up for celebration

- Number of guests attending service and/or celebration

- Requested arrival time of caterer, photographer, musicians, etc.

- Week of the Bar/Bat Mitzvah

Your child will have a rehearsal with Rabbi Eiduson in the sanctuary. Parents are required to attend. Siblings may also attend.

The Friday evening before your date, the Bar/Bat Mitzvah student will open the doors to the ark for the Aleinu and help lead the Kiddush at the Friday evening Shabbat service.

THE WEEK OF YOUR *SIMCHA*!

- The Rabbi will be at the temple ½ hour before the service begins. (10:00 am or 4:00 pm) If you are having a photographer take pictures, come earlier and finish family photos by that time. Photographs with the Torah will be taken last, after the Rabbi arrives. Only the Rabbi may handle the Torah scroll.
- Plan to be at the temple on Monday evening at either 4 pm or 5 pm for a rehearsal with the Rabbi. Bar/Bat Mitzvah celebrant and parents should attend.
- Make arrangements with Robin to give you (and instruct you on using) the building key and alarm code. You can then access the building at your convenience. You are responsible for making sure the building is locked and secure after your service (and celebration) is/are over. Short of vacuuming, you are responsible for making sure the temple is left as you found it (including kitchen items – trays, etc. - put away). Please make sure all pamphlets and trash are picked up, and *Mishkan T'filah* prayer books are re-shelved. Find a congregational buddy, and do this for each other's *simcha* (joyous event)!
- After your service/celebration, leave the key pinned to the bulletin board outside Robin's office and, only if you are the last one out, reset the alarm before you leave the building.
- Young women may only wear heels if the heels have a large platform. Spike heels do not provide enough support for the Bat Mitzvah to safely carry the Torah scroll. Please bring your shoes to wear at the rehearsal. Proper bimah attire includes covered shoulders.
- Kiddush and *Motzi* will be recited from the *bimah* at the end of the service. If you have a *Kiddush* cup and/or challah cover (and/or a *Havdalah* set for an afternoon service) that you would like to use, please give it/them to the Rabbi before she sets up the *bimah* prior to the service. These are not required – the congregation's Judaica can be used. We do ask that if your ceremony is an afternoon *Havdalah* service, that you please bring a *Havdalah* candle for the service. You may buy *Havdalah* candles at any Judaica store. The "flat" candles work better with our *Havdalah* candle holders.
- If you have guests coming up to the *bimah* for English readings, give them copies of the pertinent page/s with their parts clearly marked, and ask them to sit up front or on an aisle.

THE WEEK OF YOUR *SIMCHA*!

- The Rabbi will call parents up to give the Bat/Bar Mitzvah their blessing after we sing *Siman Tov*.

Bring to the rehearsal (Monday 5PM):

- a) Bar/Bat Mitzvah celebrant and parents
- b) Copies of the pamphlet or prayer book for your own use
(beyond the 3 final copies already submitted at the 2-week mark)
- c) The Bat/Bar Mitzvah's *Haftarah* portion and blessings
- d) The Bat/Bar Mitzvah's finalized *D'var Torah* (speech)
- e) The Bat/Bar Mitzvah's personal copy of the service packet

Bring to the temple the day of your simcha:

1. a) through e) above
2. One whole, unsliced challah (regular – not ceremonial – size) for the *bimah*.
3. Challah for your guests, which you can buy sliced or have a buddy cut up for you on the day of the *simcha*. Wine and white grape juice will be provided by CBT. Again, your buddy will have to pour wine and juice into small cups (provided by the temple). Challah, wine and juice will be available to the congregation at the end of the service. They should be put out in the *Kiddush* room near the end of the service, during the announcements or *Aleinu*. Please label wine and grape juice accordingly. Find a congregational buddy, and do this for each other's *simcha*!
4. If your service is in the afternoon, bring a "flat" *Havdalah* candle.
5. Basket, *kippot* (yarmulkes), extra directions to celebration, deep breaths...

CBT B'NAI MITZVAH TO-DO LIST

CBT B'nai Mitzvah To-Do List

Ongoing Student Preparation

- Regular attendance at Religious School
- Weekly, individual tutoring appointments
- Daily practice according to tutor instructions

Preparing a D'var Torah (student speech - interpretation of the Torah portion)

- Email Rabbi Eiduson approximately 3-4 months prior to the Bar/Bat Mitzvah date to set up one family meeting and one individual meeting. (More will be scheduled if needed or desired.) rabbi@bnaitorah.com

Meeting about Service and Music

- This meeting with our Cantorial Soloist should take place 1-2 months prior to the Bar/Bat Mitzvah. The purpose is to personalize the service through music selection. cantor@bnaitorah.com

Mitzvah Project

- This is ongoing. The mitzvah project should be meaningful to the student. There is also opportunity for students to “present” their Mitzvah project at a Friday evening service close to the date of the Bar/Bat Mitzvah

Attending Bar/Bat Mitzvah Services at CBT

- This is a must and will make your own celebration far more meaningful.

Putting your Pamphlet Together

- Draft is due one month ahead of time; final copy two weeks ahead.

Logistical, Financial and Event Questions

- Robin will help with any and all questions in this area!
admin@bnaitorah.com

OPTIONAL READINGS MORNING

MORNING ~ OPTIONAL ENGLISH READINGS: FOR FAMILY MEMBER(S), GUEST, BM STUDENT OR RABBI

1) MAY THE ONE (p. 193)

May the one whose spirit is with us in every righteous deed,
be with all who work for the good of humanity
and bear the burdens of others,
and who give bread to the hungry,
who clothe the naked,
and take the friendless into their homes.
May the work of their hands endure,
and may the seed they sow bring abundant harvest.

2) WHAT MAKES A FIRE (P. 225)

What makes a fire burn,
is the space between the logs, a breathing space.
Too much of a good thing, too many logs, packed in too tight
can douse the flames almost as surely
as a pail of water would.

So building fires requires attention to the spaces in between,
as much as to the wood.

When we are able to build open spaces
in the same way we have learned to pile on the logs,
then we can come to see how it is fuel, and the absence,
together, that makes the fire possible.

We only need to lay a log lightly from time to time.

A fire grows simply because the space is there,
with openings in which the flame that knows just how it wants to
burn
can find its way.

OPTIONAL READINGS MORNING

3) LIFE WITHOUT INTEGRITY (P. 237)

Life without integrity
is like loosely hanging threads,
easily fraying from the main cloth,
while in acts of piety we learn to understand that
every instant is like a thread
raveling out of eternity to form a delicate tassel.
We must not cast off the threads
but weave them into the design of an eternal fabric.

Each day points to eternity;
the fate of all time depends upon a single moment.

4) ON THIS HOLY SHABBAT (P. 255)

On this holy Shabbat,
may we draw nearer
to life, to peace and to joy.

May we find true rest,
holiness in our deeds,
worth in our study of Torah.

Let us feed on the love of goodness,
let us drink from the love of goodness,
restrain our thirst for excess,
and cleanse our hearts to serve life well.

On this holy Shabbat
may we draw nearer in life, in peace and in joy.

OPTIONAL READINGS AFTERNOON

<p>AFTERNOON ~ OPTIONAL ENGLISH READINGS: FOR FAMILY MEMBER(S), GUEST, BM STUDENT OR RABBI</p>

1) PRAYER INVITES (p. 345)

Prayer invites
God's Presence to suffuse our spirits,
God's will to prevail in our lives.
Prayer may not bring water to parched fields,
nor mend a broken bridge,
nor rebuild a ruined city.
But prayer can water an arid soul,
mend a broken heart,
rebuild a weakened will.

2) FOR THE GOOD (P. 353)

For the good in us
which calls us to a better life,
we give thanks.

For the strength to improve the world
with our hearts and hands,
we give praise.

For the peace in us
which leads us to work for peace,
we are grateful.

For the gift of Shabbat
which renews us for life,
we offer blessing.

OPTIONAL READINGS AFTERNOON

3) ON THIS HOLY SHABBAT (P. 355)

On this holy Shabbat,
may we draw nearer to life, to peace, and to joy.

May we find true rest,
holiness in our deeds,
worth in our study of Torah.

Let us feed on the love of goodness,
let us drink from the love of goodness,
restrain our thirst for excess,
and cleanse our hearts to serve life well.

On this holy Shabbat,
may we draw nearer
in life, in peace, and in joy.

4) FOR THE GIFT (P. 357)

For the gift of our souls, for the promise of our lives,
for all we are and all we might yet become,
for the creative seeds sown within our minds,
whose nurturing can yield a grand harvest;
for all these gifts, we thank You, O God,
and pray that we might prove ourselves worthy.

May our lives be ripe with the fruit of compassion,
sweetly sustaining those in need.
May we use our gifts wisely and with love,
true messengers of blessing to the world.

EXPLANATION OF B'NAI MITZVAH SCHEDULE OF MEETINGS

With whom?	What?
<p>Orna Sonnenschein</p> <p>B'nai Mitzvah Tutor</p> <p>The Weekly Tutoring Process</p>	<ul style="list-style-type: none"> • At least twenty (20) 30-minute weekly tutoring sessions are included in the B'nai Mitzvah process and fee for all students. Also included is a 45-minute run-through in the Sanctuary during the month prior to the Bar or Bat Mitzvah. • Parent should plan to attend first appointment with tutor; more as needed. • Expectations for home practice and preparation discussed at initial meeting. Daily practice is necessary for all students. • Arrive 5 minutes early to each session. • Tutoring process takes student through entire individualized plan of study including Bar/Bat Mitzvah prayers, blessings, English readings, Torah and <i>Haftarah</i> portions. • We will do our best to make up for appointments that are missed due to illness; and/or for conflicts that are brought to our attention as soon as possible. If additional appointments with the tutor are needed because of missed sessions or lack of follow-through on assignments, parents will need to pay for extra sessions. • We have many years of experience! Please trust us and know that there are more than enough appointments on the schedule for each and every student to complete his or her work on time without the need for extra meetings or appointments.
<p>Robin Berman</p> <p>Administrator</p>	<ul style="list-style-type: none"> • All matters concerning facilities, fees and finances. Questions regarding building use and/or rental, catering, logistics, celebrations.

EXPLANATION OF B'NAI MITZVAH SCHEDULE OF MEETINGS

<p>Jodi Blankstein Cantorial Soloist</p> <p>Musical selections for the service!</p>	<p>The cantorial soloist will meet with families either one-on-one or as part of a small group of families whose B'nai Mitzvah services occur in close proximity to one another. This meeting is for the purpose of getting to know one another and to make some selections regarding musical preferences for the service. If students choose to be involved in the music of the service to an even greater extent, additional meetings will be arranged with the cantorial soloist.</p>
<p>Rabbi Eiduson</p> <p>Point-Person for B'nai Mitzvah Program, Family Meetings, D'var Torah Preparation</p>	<p>As the primary point of contact for the Bar/Bat Mitzvah program, Rabbi Eiduson will be in regular contact with the student, parents and tutor to make sure that the process is individualized and smooth for each student.</p> <p>Rabbi Eiduson will meet with student/family 3 times prior to Bar/Bat Mitzvah. The first session is with the parents and student approximately one year in advance of the ceremony; the second is a meeting about the D'var Torah with the student only; the third is a final run-through on the bima the week prior to the Bar/Bat Mitzvah service.</p>

RENTAL CONTRACT

225 Boston Post Road ~ PO Box 273 ~ Sudbury, MA 01776
admin@bnaitorah.com ~ 978-443-2082

CONTRACT

Today's Date:

Contact person:

Telephone:

Email:

Home Address:

Has reserved facilities at Congregation B'nai Torah, 225 Boston Post Road, Sudbury for:

Date of Function:

Type of Function (e.g. luncheon, afternoon celebration, evening celebration):

Child's name:

Start and End Times:

Number of Guests: **Please indicate approximate # _____**

Fees include:

- **Temple's tables/chairs**
- **Set up of same**
- **On-site custodial support during function**

Schedule of Fees:

Basic Rental	\$1,000.00	Due with signed contract
Security Deposit (refundable)	500.00	Due with signed contract (separate check -

RENTAL CONTRACT

Key Deposit 100.00 Due with signed contract (separate check – refundable)

If you rent different chairs for your event, an additional fee of \$100.00 will be charged.

I have read the Rules and Regulations Governing the Rental of Congregation B'nai Torah, which are enclosed herein and agree to abide by them.

By:

Renter

Date:

By:

.....

Robin Berman, Temple Administrator

Date:

Please fill in the information below regarding your use of outside vendors.

Caterer..... Tel #.....

Florist..... Tel #

Music..... Tel #.....

Photographer.....Tel #.....

Party Planner..... Tel #

RENTAL RULES AND REGULATIONS



B'nai Torah

225 Boston Post Road ~ PO Box 273 ~ Sudbury, MA 01776
admin@bnaitorah.com ~ 978-443-2082

RULES AND REGULATIONS GOVERNING RENTAL OF CONGREGATION B'NAI TORAH FACILITIES

1. Congregation B'nai Torah is not responsible for injuries suffered by any person using its facilities. Congregation B'nai Torah is not responsible for loss or theft of any personal property belonging to persons using its facilities.
2. All functions must be cleared through the temple office.
3. No date is considered confirmed until a written contract agreement has been signed by both parties and a deposit has been received.
4. The facilities of the temple can be rented to non-member applicants more than one year in advance, only at the discretion of the Temple Administrator.
5. Afternoon affairs shall begin no earlier than 12:00 noon and terminate no later than 5:00 PM. Evening affairs shall begin no earlier than 6:00 PM and terminate no later than 11:00PM. This may be extended for an additional fee of \$150.00 per hour.
6. No reception of any kind is allowed before a ceremony or service.
7. Smoking is not permitted at any time in the temple or school building.
8. The Rabbi of Congregation B'nai Torah shall be present at every marriage service unless the Rabbi has, upon consultation, approved otherwise.
9. Final arrangements for tables, equipment etc., must be made at least 2 weeks prior to the function, by appointment with the Administrator.
10. ALL FINANCIAL OBLIGATIONS MUST BE PAID IN FULL 90 DAYS PRIOR TO THE FUNCTION.
11. All rules governing caterers, florists, photographers, and sound/video equipment must be given to persons hired by rental applicants; they are required to return a signed copy to the temple office. This is for your protection as well as the temple's.
12. No photography is allowed in the Sanctuary during a Bar/Bat Mitzvah or wedding service. Videotaping of weddings by a stationary, professionally operated video camera without lights at pre-determined sites, shall be permitted. The Rabbi has the sole responsibility of ensuring that the videotaping does not detract from the sanctity of the service.

RENTAL RULES AND REGULATIONS

13. Caterers, florists, or others are forbidden to use nails, boards, wires, tape or other fixtures which may cause damage to the temple walls, floors, or furnishings. The use of lighted candles is prohibited. Candles cannot be used in the sanctuary.
14. The applicant acknowledges the receipt of these rules and regulations when signing the rental agreement, and will give the temple the names of caterer, photographer, florist and others engaged to work on the premises (see below).
15. Applicants will abide by parking regulations. All driveways must be kept clear. No parking is permitted in front of the temple. Please respect our handicapped spaces. Parking is permitted only in designated areas.
16. Congregation B'nai Torah supplies tables and chairs needed for seating. Caterers, accommodators or persons renting the facilities must furnish necessary linens, dishes, silverware and any specialty items necessitated for the function.
17. Congregation B'nai Torah reserves the right to suspend bar privileges to any guests who become intoxicated. This decision will be made by temple staff, security staff and bartending/catering supervisor.

Caterer: _____

Phone: _____

Florist: _____

Phone: _____

Photographer: _____

Phone: _____

Videographer: _____

Phone: _____

Renter: _____

Date of Function: _____

RULES AND REGULATIONS FOR CATERERS AND OTHER PROVIDERS



B'nai Torah

225 Boston Post Road ~ PO Box 273 ~ Sudbury, MA 01776
admin@bnaitorah.com ~ 978-443-2082

RULES AND REGULATIONS FOR CATERERS, ACCOMMODATORS, ETC.

1. The caterer must furnish a certificate of insurance coverage for property damage, public liability, and workmen's compensation, at least two weeks prior to the function unless there is documentation on file for the current year.
2. The caterer must furnish all of his own equipment. Nothing belonging to Congregation B'nai Torah may be used.
3. No shellfish or pork products shall be served in any room, or on Temple property.
4. No refreshments may be served in any other than assigned rooms. No preparation of foods may be done in any room other than the kitchen.
5. Usual rules of decorum in serving shall be used. The caterer will be responsible for quiet to be maintained in the kitchen and social hall during services. The caterer must curtail his work if it interferes with other proceedings taking place.
6. Caterers, accommodators, and others using the premises, including the kitchen, must submit a \$250.00 refundable security deposit with this signed contract, or access to the premises will not be granted. The deposit will be refunded if the following conditions are met:
 - a. The premises must be left in the same clean condition as they were found. This includes all kitchen areas, other rooms used, and kitchen equipment.
 - b. All food must be removed from the dish machine, and all sinks. The disposal sink must be left free of food scraps and the area around it must be cleaned.
 - c. All Temple owned serving items, supplies, and equipment have not been misappropriated.
7. There will also be a \$95.00 non-refundable fee for rubbish removal and use of the dumpster. All garbage must be removed from the premises and put outside in the dumpster. This check must also accompany this signed caterer's contract.

RULES AND REGULATIONS FOR CATERERS AND OTHER PROVIDERS

- 8. Violation of any rules will result in forfeiture of the deposit, and being refused the privilege of the use of the Temple premises in the future. Any other expenses incurred as a result of failure to comply with the Temple rules, will be charged to the caterer, accommodator, etc.
- 9. The House Committee reserves the right to refuse admittance to any service organization or caterer found to be unsatisfactory.
- 10. Please notify the temple office two (2) days prior to the function of expected time of arrival of your service truck, so that a mutually agreeable time to open the premises can be arranged.
- 11. A copy of this agreement must be signed by the caterer and returned with the payments described above, at least two (2) weeks prior to the function.

Caterer's Signature

Date

Family Name: _____

Date of Function: _____

RULES AND REGULATIONS FOR FLORISTS



B'nai Torah

225 Boston Post Road ~ PO Box 273 ~ Sudbury, MA 01776
admin@bnaitorah.com ~ 978-443-2082
RULES AND REGULATIONS FOR FLORISTS

TEMPORARY DECORATIONS

1. All temporary decoration and floral arrangements shall be placed with consideration for safety and fire laws and without hazard to the temple property. The use of lighted candles anywhere in the temple is prohibited. ***No exceptions can be made!***
2. Nothing may be hung on the walls of any room.
3. No balloons filled with helium are allowed in the sanctuary.
4. The florist must furnish a certificate of insurance coverage for property damage, public liability and workmen's compensation to the temple office at least two weeks prior to the function.
5. Violation of any rules may result in the florist being refused the privilege of working at the temple in the future. Any expenses incurred as a result of failure to comply with the temple rules will be charged to the person or persons responsible.
6. The House Committee reserves the right to refuse admittance to any florist found to be unsatisfactory.
7. Please notify the Temple Administrator, at least two days prior to the function, of expected time of arrival so that a mutually agreeable time to open the premises can be arranged.
8. A copy of this form must be signed and returned to the temple office at least two weeks prior to the function.

Florist's Signature

Date

Family Name: _____ Date of Function: _____

B'NAI MITZVAH FEES



B'nai Torah

B'nai Mitzvah Fee

The B'nai Mitzvah fee is \$1,500. For those who have been through this process before, this is not an increase!!! In the past, the fee was separated into a basic fee of \$500 and a building use fee of \$300. Tutoring fees were separate from the B'nai Mitzvah fee – the rate being \$40 per a half hour session.

This fee includes:

- ❖ Individual training with our B'nai Mitzvah tutor
- ❖ Materials
- ❖ Meetings with the Rabbi and the Cantorial soloist
- ❖ Use of the Sanctuary and temple personnel
- ❖ Juice and Wine for the Kiddush following the service.

The fee will be divided in two, and billed half in the 6th grade year and half in the 7th grade year.

This fee applies to all, and is distinct from the rental fee of \$1,000 charged to those who are utilizing the facilities for a luncheon or other celebration.

B'NAI MITZVAH FEES

Rabbi Lisa Eiduson	rabbi@bnaitorah.com 978.443.2082 Ext. 103
Orna Sonnenschein, B'nai Mitzvah Tutor	tutor@bnaitorah.com 978.443.2082 Ext. 101
Cantorial Soloist Jodi Blankstein	cantor@bnaitorah.com 978.443.2082 Ext. 102
Robin Berman, Temple Administrator	admin@bnaitorah.com 978.443.2082 Ext. 100
Leona Goodman, Chair, B'nai Mitzvah Committee	lgoodman3@verizon.net

What Our Families Can Expect of Us: A Professional Team Approach that is Customized for Each Student and Family

We believe that our experience and skills as a professional team enables us to motivate students to reach beyond their comfort levels so that they feel adequately challenged and inspired by the B'nai Mitzvah preparation process. We take a great deal of pride in not only how much our students are able to accomplish quantitatively, but also the impressive quality of work we have come to anticipate and expect. There are no limits to the leadership role of the Bar/Bat Mitzvah student in our services. The extent of the child's participation will be determined in conjunction with the B'nai Mitzvah tutor and the rabbi as well as parents of the Bar/Bat Mitzvah.

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