# **South Huntington**

**Jewish Center**

****

**2018-2019**

**A Guide To**

***Bar/Bat Mitzvah***

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**Message From The Rabbi**

**YOUR CHILD’S *BAR/BAT MITZVAH*:**

**A CELEBRATION AND AN OPPORTUNITY**

*Mazal Tov!* Your child’s *Bar/Bat Mitzvah* is fast approaching. We at the South Huntington Jewish Center are all anxiously anticipating your *simhah* and are here to assist you in any way that we can.

*Bar/Bat Mitzvah* is indeed a *simhah* - a celebration, a joyous time. It is a time to reflect on the passage of time - fondly remembering birth and childhood, and, yes, even looking forward to the wedding day. All these emotions are strongly felt and articulated in the *“Sheheheyanu” b’rakhah* that we say on the *Bar/Bat Mitzvah* day. We thank God for “keeping us in life, for sustaining us and for enabling us to reach this happy moment”.

Yet while *Bar/Bat Mitzvah* is a *simhah*, it is also an opportunity. It is an opportunity to “plug-in” to the Synagogue; an opportunity to get closer to the clergy and professional staff. It is an opportunity to create lasting relationships with others who are here to help and support you through the experience. It is an opportunity to get to know the other *Bar/Bat Mitzvah* families better and to become more involved in Synagogue life.

Perhaps most importantly, the *Bar/Bat Mitzvah* year is an opportunity to have Judaism become something much more meaningful in your lives. It is an opportunity to redirect yourself and your family to greater commitment to our traditions, to become more knowledgeable, and to increase your level of religious observance.

This is a special time for you, your *Bar/Bat Mitzvah* child, and, indeed for your entire family. It is a wonderful time. It is a time of celebration. It is an opportunity not to be lost.

Rabbi Ian S. Jacknis

**Message From Lisa Maron**

As you begin your preparations and study for your Bar/Bat Mitzvah, there is so much to explore with your learning. This is study that is different from the academic learning that you will do through your many years in school. The study of Torah is a pathway that brings wonderful joy and endless discovery; as we encounter the timeless truth and wisdom of the Torah, we find it inspiring us to learn on many different levels at once.

As we study together weekly, it is so important to put aside consistent time on a daily basis, that is dedicated to your study and preparation. Every student has a unique style of learning, and it is always my joy to discover this with each student, and help them to find an approach to their learning that is both effective and enjoyable. We are fortunate to have many learning tools within our easy reach; whether it is Trope Trainer, YouTube learning videos, mp3 recordings, or more traditional materials, you have much to assist you in your daily study.

Your Bar/Bat Mitzvah is not simply an event or point of arrival. Yes, it is a joyous occasion, a time of celebration. Even more so, it is a beginning, and an open door to what will, G-d willing, be a lifetime journey of learning and connection to your Jewish faith. This is a time to be shared with the entire family, as you grow and explore the opportunity of learning that lies ahead!

It is my tremendous joy and honor, to have the opportunity to learn with the students at SHJC, as they prepare for their Bar/Bat Mitzvah service. The process of learning is one fully shared by teacher and student, bringing discovery and growth each and every day.

Lisa Maron

**The Basic Requirements**

*Bar/Bat Mitzvah* celebrates the rite of passage between childhood and adulthood. While usually translated as “son/daughter of the commandment” *Bar/Bat Mitzvah* more correctly means “under the obligation of the *Mitzvot*” and celebrates an individual’s new status of religious responsibility and obligation in our tradition.

Consistent with the approach of the Conservative Movement, regarding males and females as equals in philosophy, education and religious observance, we at South Huntington Jewish Center celebrate the status of *Bar/Bat Mitzvah* at the age of thirteen equally for both boys and girls.

As a member congregation of the United Synagogue of Conservative Judaism, our congregation also establishes educational and religious requirements for the celebration of *Bar/Bat Mitzvah*. For a student to celebrate *Bar/Bat Mitzvah*, he/she must be currently enrolled in our Synagogue’s *Hei* class (maintaining a satisfactory attendance record), attending a full time Jewish Day School program, or have graduated from the SHJC Religious School.

**2017-2018 Religious School *Shabbat* Requirements**

*Alef*  7 *Shabbat* mornings; 3 Friday nights

*Bet* 7 *Shabbat* mornings; 3 Friday nights

*Gimel*  7 *Shabbat* mornings; 3 Friday nights

*Dalet* 7 *Shabbat* mornings; 3 Friday nights

*Hei* 10 *Shabbat* mornings; 5 Friday nights; weekday *minyanim* (after class)

The Principal and Education Committee have established guidelines for Friday night and *Shabbat* morning attendance. The requirements are listed above. The Principal will give Lisa Maron*,* your tutor, prior to the start of lessons, a list of students who have met these requirements. Satisfactory attendance at Religious School must also be maintained for *Bar/Bat Mitzvah*. The more often your child attends services, the more comfortable and knowledgeable he or she will become. Credit is given for services at SHJC (only). Parents (and family members) are strongly encouraged to attend services with their children. It sets a good example and sends a message to your child of the importance of becoming familiar with the *Shabbat* customs and traditions at SHJC.

The *Gimel, Dalet*, and *Hei* requirements ***MUST*** be met in order for your child to be eligible to lead additional prayers and portions of the service as outlined later in the guidebook.

“**Other Service” and Holiday Events**

An “Other” category of special events and services, encouraging student participation, has been created to emphasize the importance of synagogue-wide programs and holiday service attendance. If a student participates in 10 of the events below he/she will receive a special “Certificate of Attendance” as well as a gift at the end of the year as well as special mention at the *Bar/Bat Mitzvah* service. The qualifying services and events are listed below.

**“Other” - 10 per year at SHJC**

“Other”

*Yom HaShoah* *Purim Megillah* reading *Simchat Torah*

*Tashlich* *Tisha B’Av* services Sunday Morning *Minyan*

*Sukkah* raising *Shabbat* Under the Stars *Shavuot*

“Souper” Bowl program *Havdalah* World Wide Wrap

Celebrate Israel Parade *Rosh Hodesh* *Lag B’Omer* Picnic

*Purim* Carnival *Sukkot*  *Pesah*

*Yom Kippur* aft. (Jonah) *Yom Kippur* eve (*Minhah/Ne’ilah*)

***Tallit* and *Tefillin***

Male students are requested to have their own *Tallit* and encouraged to have *Tefillin*. *Tefillin* can vary substantially in size and price. Please consult Rabbi Jacknis prior to this purchase to explore the many options. Females are encouraged to purchase and wear both *Tallit* and *Tefillin*.

Our Sisterhood Gift Shop is an excellent place to purchase all religious articles including *Kippot*, head coverings for women, *Tallitot*, and *Tefillin*. E-mail us at [giftshop@shjc.org](mailto:giftshop@shjc.org) to set up an appointment to shop.

**Learning the Services**

To ensure all students are equally afforded the opportunity (if they meet *Shabbat* and Religious School Attendance Requirements) to lead portions of the service, the *Bar/Bat Mitzvah* service has been divided into sections. These sections are outlined later in the guidebook. Please review them carefully **before** lessons start to in order to schedule adequate time to learn and master what you hope to accomplish.

**Religious School attendance is mandatory.** Attendance at Religious School is tracked and satisfactory attendance is required. Students will learn *Torah* and *Haftarah* blessings as well as *Trope* in the Religious School. This reduces the time needed during individual lessons to master these items. Students are expected to know these blessings prior to starting lessons as well as many of the prayers taught in the Religious School. Prayers are taught in our Religious School as part of the *Alef - Hei* curriculum.

***Bar/Bat Mitzvah* Fee**

**Payment of the *Bar/Bat Mitzvah* fee** (as described in the “Financial Obligations” section of this guide) **in full is required prior to the commencement of lessons. At this printing, (October 2018), the fee is $1,200. All other** **Synagogue obligations must be paid in full 45 days before the *Bar/Bat Mitzvah*.** Any special financial arrangements should be discussed and resolved with the representative from the Finance Committee (Alan Reid), a year in advance, to avoid any delay or interruption in your child’s lessons.

**Individual Private Lessons**

Each student will be scheduled for 28-30 private individual lessons, 30 minutes in duration. Lisa Maron will be tutoring all students. She will do her best to ensure each student’s progress and help them master the material she or he sets out to accomplish. The full scope of materials will be discussed with both the student and parent and the student’s goal memorialized in writing. Lessons will be scheduled over a period of approximately 8 months, allowing for holidays and vacations. It is imperative that you discuss any scheduling issues with Lisa in advance, so she can prepare a schedule that will work and one which you can adhere to. You will be contacted several weeks in advance of starting lessons. We ask your cooperation in this aspect as Lisawill be preparing her schedule accordingly and it may be difficult to modify lesson times until another student slot becomes available.

If there is any information we should be aware of, including any learning issues or family situations, please contact Lisa and Roz Rudofsky, the Bar/Bat Mitzvah Coordinator, so we can address the situation and all relevant issues are taken into consideration before schedules are set up and before starting private lessons. This information will be held in the strictest confidence.

At the first lesson each parent will sign a form acknowledging the student’s satisfactory/unsatisfactory attendance at Religious School and successful/unsuccessful completion of *Shabbat* Attendance requirements.

**It is SHJC policy that a responsible adult must accompany a student to private lessons.** It gives every parent the opportunity to learn alongside their child and understand the process his/her child is going through. It also ensures your child’s safety and comfort and affords each parent the opportunity to witness your child’s progress. It is the policy of the Education Committee that **lessons will not be given during** **a student’s Religious School class hours**. It is imperative that students arrive on time. If a student is unable to attend a scheduled lesson, please notify Lisa as far in advance as possible. Missed lessons are difficult to be re-scheduled and learning momentum reduced if lesson consistency is not maintained.

All *Bar/Bat Mitzvah* students are expected to learn their entire *Haftarah* for *Shabbat* morning and *Torah* portions for *Minhah/Ma’ariv* or *Rosh Hodesh.* Again, if there are issues that would affect this, please let us know in advance.

**No additional prayers or readings will be assigned within the two weeks prior to *Bar/Bat Mitzvah*.** This period is for mastering and polishing all of the materials learned. At this time, Lisa will prepare a final list of what each student will be doing and submit it to the Rabbi. A copy will be given to the student/parent. This will allow everyone to know exactly what is expected at the service and eliminate any confusion during the final rehearsal and/or the *Bar/Bat Mitzvah* service.

**Special Learning Situations**

As discussed above, in the event of a special learning situation, please contact the Rabbi, Lisa and the *Bar/Bat Mitzvah* Coordinator to make special arrangements prior to the scheduled commencement of lessons.

**Participation in the Service**

All *Bar/Bat Mitzvah* students are expected to chant the prayers as outlined in the first section of the appropriate service of the Scope of Lessons section. It should be noted that according to Jewish tradition, a *Haftarah* is not chanted at a *Shabbat Minhah/Ma’ariv/Havdalah* (Twilight) or *Rosh Hodesh* service.

Prior to chanting the *Haftarah* (or *Torah* portion, as the case may be), the *Bar/Bat Mitzvah* student delivers a brief *Dvar Torah*, an Introduction to the reading of the *Torah/Haftarah* portion. It may include personal thoughts and insights on how this day is connected to those readings and its significance to the student’s life. This *Dvar Torah* must be reviewed and approved by the Rabbi in advance.

**The Weeks Before**

***Aliyot* and Honors**

During the weeks prior to the *Bar/Bat Mitzvah*, a representative from the Ritual committee will schedule a meeting to review *Aliyot* and Honors and answer any questions you may have regarding the details of the service. Please come prepared to provide Hebrew names of those individuals who will be called to the *Torah* for *Aliyot* and other Honors.

The first two *Aliyot* are reserved for a *Kohen/Bat Kohen* and a *Levi/Bat Levi*. If none of your guests are *Kohanim* or *Levi’im (*or *Bat-Kohen* or *Bat-Levi*), members of the Congregation will be called to the *Torah* for these *Aliyot.*

Both men and women may receive *Aliyot* (if they are Jewish and are at least 13 years of age). While one must be Jewish to have certain honors (i.e. an *Aliyah* to the *Torah*, *Hagbah, Gelilah* or an Ark opening) there are several honors that are available for a person who is not Jewish (i.e. Prayer for Our Country, Prayer for Peace and other English readings). Please contact the Rabbi for additional information in this regard.

A married couple may be called together for an *Aliyah*. **Anyone who has been asked to perform *Hagbah* (the honor of lifting the *Torah*) mustmake arrangements to “practice” this with the Rabbi or Ritual representative prior to the *Bar/Bat Mitzvah* (no exceptions).**

To avoid disruption of the service and potential embarrassment, make sure those honored with *Aliyot* and other Honors are aware of their honor, are punctual and dressed appropriately, and that the Ritual representative knows where he or she is sitting. If those being honored with *Aliyot* are not fluent in Hebrew, please ask them to review the Hebrew Blessings in advance. The Hebrew text and English transliteration are available upon request. Participation by parents, relatives, and siblings is strongly encouraged.

The number of available *Aliyot* and Honors vary depending on the day of the service. There can be a baby naming, *Aufruf* or other celebration taking place on that day. Please take this into consideration before submitting your preliminary “Honors” list to the Ritual representative. In any case, 3 *Aliyot* are always reserved for the Congregation (for those with a *yahrzeit*, leaving for Israel, birthday, anniversary, etcetera).

**Final Rehearsal**

Customarily, a week or so before the *Bar/Bat Mitzvah*, the Rabbi will meet with the family for a Final Rehearsal in the Sanctuary. At that time, the *Bar/Bat Mitzvah*, his/her parents and all siblings are requested to be present. **No videotaping or photography can take place at this rehearsal.**

**Picture Taking**

While we do not permit photography on *Shabbat* or *Yom Tov*, arrangements can be made for pictures and videotaping at other times. **Arrangements** **should be made at least one month prior to the *Bar/Bat Mitzvah*** if you want pictures in the Sanctuary on a date prior to or after the actual *Bar/Bat Mitzvah.* This will guarantee your exclusive use of the Sanctuary. Use of the Sanctuary must be cleared through Elissa Spiegel, and, if you want the Rabbi to be present, his availability should be confirmed. **Please note that only the Rabbi may remove the *Torahs* from the Ark**.

Please confirm with the Rabbi what is permissible before making arrangements with a photographer/videographer. As noted above, **photography is not allowed on *Shabbat*** **or on a religious holiday.** If photography/recording is permissible at your child’s service, photographers and video cameras must be located in the rear of the sanctuary. Flash photography is not permitted at any service.

**Before *Shabbat***

By the Thursday prior to the *Bar/Bat Mitzvah* (or before), the family should bring to the Synagogue office all items required for the *Bar/Bat Mitzvah*. This includes:

\* All learning materials (keep a copy at home for review)

\* The *Siddur the* student has studied from as well as all materials

needed for the Service, including the *Dvar Torah*

\* The *Tallit*

\* The *Kippot* and the head coverings (for the women) for your guests

and the congregation

\* Any other Ritual items needed (including spice boxes, *Kiddush* cups,

*Yads*, wrapped candies (soft, kosher, and pre-approved by the Rabbi),

etcetera

\* Any booklet or other “hand-out” explaining the service must be approved by the Rabbi at least 2 weeks before

**The “*Mitzvah*” in *Bar/Bat Mitzvah***

Children learn through experience. To this end, our *Bar/Bat Mitzvah* students are encouraged to donate their own funds to *tzedakah (*charity), e.g., a small portion of their *Bar/Bat Mitzvah* gifts, etc. Additionally, members of the *Bar/Bat Mitzvah* family (particularly parents, siblings and grandparents) are strongly encouraged to make a donation to the Synagogue in honor of the *Bar/Bat Mitzvah*.

Donations can include contributions to the Synagogue through the purchase of a stained glass window, brick, leaf on the Synagogue Tree of Life, *Siddurim* (Prayer Books), *Humashim* (Bibles), the Library, Youth Group, Landscaping, or *Bimah* Funds. Donations can also be made to *Torah* Fund. For further information concerning making a gift in honor of the *Bar/Bat Mitzvah*, please contact the Rabbi or the Synagogue office.

Students may also participate in or contribute to other *tzedakah* projects. Additionally, donations can be made to *UJA-Federation,* *JNF*, *MAZON*, *Magen David Adom* (Israeli Red Cross) or another charity. There are many charities you can choose from here and in Israel.

***Oneg Shabbat* and *Kiddush***

The *Bar/Bat Mitzvah* family is responsible for sponsoring the Friday night collation (*Oneg Shabbat*) for a late service and a Saturday morning *Kiddush*.   It is important that you accurately relate the number of guests you anticipate in order for us to ensure that we order a sufficient amount of cakes and cookies for your guests and the congregation.  Note - there is no Friday night collation or related sponsorship responsibility for a 6:00 P.M. or 7:30 P.M. Friday night service. Services sponsored by the Religious School or any other arm of the congregation which occurs at the same service can be a shared expense.

Our Chairperson, Barbara Goodman, will contact you to make the necessary arrangements approximately two weeks in advance. These arrangements are made directly by the Chairperson with the bakery that the Synagogue uses.

All *Bar/Bat Mitzvah* families are responsible for sponsoring the *Kiddush* lunch for the congregation following their *Shabbat* morning service. You may decide to arrange for a catered luncheon.  You can contact Cosmopolitan Caterers (Brian) directly to discuss all options. Congregants attending services should be included in the catered luncheon, in which event the separate charge for the congregational *Kiddush* is waived.  All payments for the *Oneg*, *Kiddush* and/or luncheon are due in full two weeks prior to the ***Bar/Bat Mitzvah***.

***Bimah* Flowers**

Flowers for the *Bimah* for Friday night and *Shabbat* morning are the responsibility of the *Bar/Bat Mitzvah* family (even if they are having a “Twilight” or Sunday morning service). If there is more than one *Bar/Bat Mitzvah* on a weekend, the cost of Friday evening flowers can be shared. Currently, the cost of *Bimah* flowers is $125. Arrangements for flowers are also made through our Collation Chairperson Barbara Goodman. If you choose to use your own florist (optional) please inform the Collation Chairperson not to order flowers for that weekend. The flowers are for the adornment of the Sanctuary and may not be removed following services.

**Parent Ushering**

Although we do not have a formalized parent ushering program currently, we strongly recommend that you discuss this with the Ritual representative when you meet and provide a list of parents (guests) that will usher at your child’s service. The representative will discuss appropriate behavior and supervision with you.

**Shared Services & Other Service Options**

Depending upon Religious School enrollment in any given year, *Bar/Bat Mitzvah* dates may be assigned on a "shared basis".  Please remember that *Minhah/-Ma'ariv/Havdalah*, *Rosh Hodesh*, Weekday or Holiday (religious or secular) dates will not be shared.  However, there is an additional fee for non-*Shabba*t morning ser-vices.  The current fee is $1,800. This fee is waived if you have a catered affair with Cosmopolitan Caterers following the service.

**Financial Obligations**

The *Bar/Bat Mitzvah* family is responsible for the following costs and expenses, in addition to annual dues: *Hei* class Religious School tuition, *Bar/Bat Mitzvah* fee, Security fee, collation fees and *Bimah* flowers, full year dues and any other obligations which may be outstanding. We thank you in advance for prompt payment of all such obligations.  The amounts stated below are subject to change from time-to-time.  Every effort is made to keep this guidebook up-to-date, but please confirm your actual obligations during the year of your child’s *Bar/Bat Mitzvah* with the Synagogue Financial Manager and the Finance Vice President.

*Bar/Bat Mitzvah* Fee ……………………..…$1,200

(billed 12 months prior to commencement of lessons;

payable in full prior to start date of private lessons)

Standard *Bimah* Flowers Charge …………$ 125

Standard Collation Fee ............................. $ 150

(for “late” 8:00 or 8:30pm Friday night *Oneg Shabbat* Collation - cookies, cake, tea and coffee)

Standard Congregation *Kiddush* Charge ...$ 350

(payable prior to *Bar/Bat Mitzvah*; waived if the congregation attends catered luncheon by Cosmopolitan Caterers)

Fee for Non-*Shabbat* morning service .......$1,800

(payable prior to *Bar/Bat Mitzvah*; waived if the Service is followed by a luncheon or dinner (by Cosmopolitan Caterers)

Security Fee ……………………………….…$ 200

Financial hardships may be discussed **confidentially** with our Finance Vice President (Alan Reid).

***Shabbat* Decorum**

South Huntington Jewish Center is a member of United Synagogue of Conservative Judaism. Men are required to wear *Kippot* (skull caps) within the Synagogue building. Adult Jewish males are requested to wear *Tallitot* (prayer shawls) during *Shabbat* morning and *Rosh Hodesh* services. During Sunday *Rosh Hodesh* services, men are also requested to wear *Tefillin* (phylacteries). Families celebrating a *Rosh Hodesh* *Bar/Bat Mitzvah* may want to include in their invitation a reminder that *Tefillin* are worn at this service. Married women are asked to wear head coverings during all services.

Of course, students, family members, and all guests are expected to wear appropriate and modest attire consistent with the dignity of a religious service.

The following are **prohibited** in the Synagogue building and on the grounds during *Shabbat* and equivalent Festival days:

1) Smoking

2) The use of cellular phones - (If an emergency call needs to be made,

please step outside of the building or contact an usher who will make a

phone available for you).

3) The use of photographic and recording equipment

4) The delivery or removal of flowers, foodstuffs, gifts, etc.

In order to preserve the sanctity of *Shabbat*, if your reception takes place either on *Shabbat* afternoon and/or at a non-kosher establishment and an invitation is included in your “arrangement” of *Kippot* or women’s head coverings, we request you “white out” this information or place a label over it. If this is not done, the invitation **will** be removed from the “arrangement”. Additionally, out of respect for the *Shabbat* and congregants, and to insure an orderly departure of congregants and guests from the parking lot at the conclusion of Services, **buses, vans or limos that are used to pick up and drop off guests** **should be parked in the *rear* of the parking lot**. Guests are asked to board these vehicles at that location. Please make sure to notify the transportation company of this policy.

**The Service**

The beginning time and approximate length of each Service is as follows:

Service Begins Approximate Length

Friday PM 6:00, 7:30 or 8:00 PM 1 Hour

Saturday AM 9:30 AM 3 Hours

Saturday PM \*\* 1 3/4 Hours

Sunday *Rosh Hodesh* 9:15 AM \*\*\* 2 Hours

Sunday Festival 9:15 AM \*\*\* 2-3 Hours

\*\* Saturday PM “Twilight” services begin at different times throughout the year. Please consult with the Rabbi for the appropriate start time.

\*\*\* Sunday *Rosh Hodesh* or Festival services start time may be adjusted only if the reception follows here at SHJC.

The *Bar/Bat Mitzvah* family is requested to be at the Synagogue **15 minutes prior to the scheduled commencement of services** and to please enter the Sanctuary and be seated so that services can begin promptly. Family members are requested to remain in the Sanctuary throughout the service.

On *Shabbat* morning, prior to the *Maftir Aliyah,* the Rabbi will come to the center of the *Bimah* and will call up your child by his/her Hebrew name. As his/her name is called he/she ascends to the first step of the *Bimah* with his/her parents standing behind. The Rabbi will then offer a brief prayer for the *Bar/Bat Mitzvah*. The child will say the *b’rakhah* for the *Tallit* and the parents will place the *Tallit* on their child’s shoulders. The Rabbi will then lead the family in the *“Sheheheyanu”*, the traditional blessing of giving thanks. The child then turns around facing the Congregation and the parents face each other and responsively read the “Parent’s Prayer”. The child then ascends the *Bimah* and the parents return to their seats.

At all other services, such as *Minha/Ma’ariv,* Sunday *Rosh Hodesh* orHoliday*,* thistakes place prior to the *Torah* reading.

During the Service, presentations will be made to the *Bar/Bat Mitzvah* on behalf of the Congregation, the Sisterhood and the Men’s Club. These gifts may be presented by an invited guest who is a current or former Officer/Trustee of the Synagogue. Special presentation arrangements should be made in advance with approval of the Synagogue President.

At the conclusion of the Service, the Rabbi will make the *Kiddush* over the wine and the *HaMotzi* over the *hallah*. Please assist us in maintaining the decorum of the service until the Rabbi has completed these traditional blessings.

**Post *Bar/Bat Mitzvah***

***USY***

In affiliation with United Synagogue, we offer our teenagers the opportunity to meet with other Jewish teenagers for social, religious and educational programs through USY (United Synagogue Youth). USY meets once a week at SHJC. It also joins USY chapters from other Synagogues throughout Suffolk and the New York Metropolitan region for programs. For additional details contact our Youth Group liaison.

**SHJC**

We encourage our teens to return and participate in holiday, *Shabbat* and weekday services. This may include chanting a portion of the Scripture (*Torah/Haftarah/Megillah*) or leading the congregation in prayer. They will be able to utilize the skills they acquired during their preparation for *Bar/Bat Mitzvah*.

**Scope of Lessons**

Order of Learning

The following is the order in which students are taught the materials for their *Bar/Bat Mitzvah* service. Lisa Maronwill review this with you and your child at the first lesson. This is a guide - to help you understand what is expected for your child to accomplish during his/her individual tutoring sessions*.* It is important to understand that the scope of learning can differ between students based on many factors. Please make sure you discuss your child’s goals at the start of lessons.

***Shabbat* Morning**

* *Torah* Blessings
* *Haftarah* Blessings
* *Haftarah*
* *Maftir Torah* Reading
* *Tallit* Blessing
* *Dvar Torah*
* *Ma Tovu p. 61*
* *Shema & Ve-ahavta p. 112*
* *Ein Keloheinu p. 182*
* *Aleinu p. 183*
* *Adon Olam p. 187*
* *Vayomer, p. 113*
* *Torah Service p. 139 - 154*

*Ein Kamocha/Vayehi Binsoa*

*Bei Ana Racheitz*

*Sh’ma/Echad/Gadlu*

*Eitz Chayim*

* *Ashrei p. 151*
* *Avot, Gevurot & Kedushah for Musaf p. 156a*
* *Birkhot HaShahar p. 65*
* *Barukh She’amar p. 83*
* Psalm 150 p. 100
* *El Adon p. 108*
* Additional *Torah* Readings
* Complete *Birkhot HaShahar (*SHJC *Minhag)*
* Complete *Pesukei D’zimra (*SHJC *Minhag)*
* Complete *Shaharit* for *Shabbat*
* Complete *Musaf* for *Shabbat*

**Friday Night**

* *Ma Tovu p. 61*
* *Shalom Aleikhem p. 13*
* *Shema & Ve-ahavta p. 30*
* *Shabbat Kiddush p. 49*
* *Aleinu p. 51*
* *Yigdal or Adon Olam p. 53/54*
* *Mizmor LeDavid p. 20*
* *Lekha Dodi p. 21*
* *Ahavat Olam p. 29*
* *Veshamru p. 34*
* Complete *Kabbalat Shabbat*
* Complete *Ma’ariv* for *Shabbat*

***Shabbat Minhah/Ma’ariv/Havdalah***

* *Torah* Blessings
* *Torah* Reading
* *Tallit* Blessing
* *Dvar Torah*
* *Ma Tovu, p. 61*
* *Aleinu, p. 248*
* *Havdalah, p. 299*
* *Ashrei, p 226*
* *Shalom Rav, p. 246*
* Weekday *Ma’ariv*
* *Complete Shabbat Minhah*
* *Shabbat Minhah*
* *Shabbat Minhah –* Repetition of the *Amidah*

***Rosh Hodesh, Hol HaMoed Sukkot, Hanukkah Morning Service***

* *Torah* Blessings
* *Torah* Reading
* *Tallit* Blessing
* *Dvar Torah*
* *Tefillin* Usage and Blessings
* *Shema Ve-ahavta, p. 33*
* *Aleinu, p. 83*
* *Adon Olam*, p. 101
* *Birkhot HaShahar, p. 6*
* *Barukh She’amar, p. 16*
* Psalm 150, p. 25
* *Avot, Gevurot & Kedushah, p. 36a*
* *Sim Shalom, p. 43*
* *Hallel* (Selections), p. 50
* *Ashrei, p. 78*

**Monday / Thursday Weekday Morning Service**

* *Aliyah* Blessings
* *Torah* Reading
* *Tallit* Blessing
* *Dvar Torah*
* *Shema & Ve-ahavta p. 33*
* *Aleinu, p. 83*
* *Adon Olam, p. 101*
* *Birkhot HaShahar, p. 6*
* *Barukh She’amar, p. 16*
* Psalm 150, p. 25
* *Vayomer, p. 34*
* *Avot, Gevurot & Kedushah, p. 36a*
* *Ashrei, p. 78*

**Glossary**

***ALIYAH* (plural *ALIYOT*)** - A “going up”. Each person called up to the *Bimah* in connection with the public reading of the *Torah* is said to have been honored with an *Aliyah,* i.e., the privilege of “going up” to read or otherwise share in the procedure of taking out or returning the *Torah* to the Ark.

***AUFRUF*** - A phrase which means “calling up.” On the *Sabbath* before a wedding the bridegroom and bride are called up to the *Torah* in honor of their upcoming marriage.

***BIMAH*** - Pulpit

***B’RAKHAH* (plural *B’RAKHOT*)** - A blessing. The parents of the *Bar/Bat Mitzvah* recite the *B’rakhah* of Thanksgiving (*Sheheheyanu*) as their child is called up to the *Torah.*

***HAFTARAH* (often pronounced *HAFTORAH*)** - The section of the Prophets read in the Synagogue after the reading from the *Torah*.

***HAVDALAH*** - The service which marks the end of *Shabbat* and the beginning of the new week.

**HEBREW BIRTHDAY** - The date on the Jewish calendar on which one was born. This date, which is based on the lunar calendar, does not necessarily correspond to the child’s secular birthday.

**HEBREW NAME** - The *Bar/Bat Mitzvah* is called to the *Torah* by his/her Hebrew name, which is as the son or daughter of a father and mother. (i.e. *Shimon ben David v’ Sara*).

***HUMASH*** - The *Torah*, the Five Books of Moses and *Haftaro*t – selections from the prophets.

***KIDDUSH*** - Collation following the Services. It is introduced by the prayer of sanctification.

***KIPPAH* (plural *KIPPOT*)** - Skull cap (Yiddish: *yarmulke*)

***KOHEN*** **(plural *Kohanim*)** - Individual who traces descent from the family of Aaron; the first *Aliyah*

***LEVI*** **(plural *Levi’im*)** -Individual who traces descent from the tribe of Levi; the second *Aliyah*

***MA’ARIV*** - Evening service

***MAFTIR*** - The person called up last to the reading of the ***Torah*** at a Service, who also reads the selection from the Prophets (*Haftarah*)

***MINHAH*** *-* Afternoon service

***MUSAF*** - Additional service

***SHAHARIT*** - Morning *tefillot*

***SIDDUR* (plural *SIDDURIM*)** - Arrangement; order of prayers, the Prayer Book

***TALLIT* (plural *TALLITOT*)** - Prayer shawl

***TEFILLIN* (PHYLACTERIES)** - Parchment inscribed with four scripture passages contained in two small square boxes. *Tefillin* are bound to the forearm and forehead by leather straps at weekday morning prayers as a reminder of the wearer’s obligation to keep the Law.

***TEFILLAH* (plural *TEFILLOT*)** - Prayer

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