

South Huntington Jewish Center



2010

A Guide To Bar/Bat Mitzvah

Table of Contents

Message from the Rabbi	3
Message from the <u>H</u> azzan	4
Messages from the Tutors	5-7
The Basic Requirements	8
Tallit and Tefillin	9
Learning the Bar/Bat Mitzvah Service	9-15
Lessons	15-16
Special Learning Situations	16
Participation In Service	16-17
The Weeks Before	17-19
The “Mitzvah” In Bar/Bat Mitzvah	19
Oneg Shabbat and Kiddush	20
Bimah Flowers	20
Parent Ushering	20
Financial Obligations	21
Shabbat Decorum	21-22
The Service	22-23
Post Bar/Bat Mitzvah	23
Glossary	24-25
To Assist You....Telephone Numbers	26-27

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 simḥah and are here to assist you in any way that we can.

Bar/Bat Mitzvah is indeed a simḥah - 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 "Sheheḥeyanu" brakhah 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 simḥah, 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 The Hazzan

Welcome to the B'nai Mitzvah program at the South Huntington Jewish Center! You are about to embark upon one of the most exciting processes in the cycle of Jewish life. Bar/Bat Mitzvah begins the transition from childhood into adulthood. The Service is the one of the first public expressions of your son's or daughter's commitment to becoming a knowledgeable, functional, responsible Jewish adult.

It is our hope that your Bar/Bat Mitzvah will be a stepping stone to a more meaningful connection to Judaism within your home and our community. Some of the goals of our program include:

- Bringing families together as a community
- Demonstrating that Jewish learning is a life-long process
- Empowering parents to learn with their children
- Sharing the beauty of Shabbat traditions and observance
- Involving families in mitzvah projects to help our world community
- Reinforcing basic Jewish Literacy

We have seen that one of the lasting ways to imbue our children with Judaism is through music. May we continue to feel and experience the warmth of our voices joined as one with a common hope for the future of Judaism. May we learn and grow together to reach a greater understanding of the holiness that surrounds us and is part of us. May the warmth of our faith emanate towards others who wish to enjoy the miracles of creativity and discovery.

This is a memorable time in the life of your family and we are delighted to be sharing it with you. May God grant you *Hatzlaha uv'raha*, success and blessing in this holy endeavor.

Hazzan Brian Baruch Shamash

**Message from Steven Nachbar
Coming Soon!**

Message from Cantor Shapiro

A Wonderful Bar Bat Mitzvah Program

I have been teaching Bar Bat Mitzvah students for many years. Throughout most of these years my students have done exceptionally well on their great day. I always thought that they were the very best.

However, since arriving at South Huntington Jewish Center a number of my students are doing much more than I have ever experienced. I feel this is due to the very outstanding program established here at South Huntington.

The average student here reads Hebrew much better than one observes at many other synagogues. Furthermore, the way that the Bar Bat Mitzvah study units have been established has contributed to the excellent progress my present students here at South Huntington are making.

Students here at South Huntington are given the opportunity to chant a large portion of the service. However, they are never pressured to do so. They are only encouraged to do as much as they can in a pleasant and inspiring manner.

Many are chanting an unusual amount of the service, which is highly impressive.

The Bar Bat Mitzvah program at South Huntington Jewish center is on a much higher level than at any synagogue in which I have been involved.

I am amazed at the accomplishments of many of my present students. The unique programming of the Bar Bat Mitzvah curriculum is definitely contributing to this phenomenon. The program is very well organized, something I have never experienced before.

I am extremely impressed by the manner in which the Rabbi, the Hazzan, the Religious School and the Bar Bat Mitzvah Committee are serving as the guide and creators of this most successful undertaking.

In conclusion, I am of course the teacher of my students. As the teacher, I try to get as much as possible from each of them. However, I also consider myself a friend to my students. Thus because I am a friend, I try even harder.

Sincerely,

Cantor Ephraim Shapiro

Message from Lenny Thaw

Partnership

Shalom,

My name is Lenny Thaw and I am honored to be your child's B'nai Mitzvah teacher. Once a week I have the opportunity to sit and learn with you and your child. I hope to help you realize the potential of your family, not just for the event of your Bar or Bat Mitzvah but for flourishing within the Jewish community. I have never had a more satisfying job than working with families and hopefully inspiring you and your family to be active members of your congregation, to lead great Jewish lives and to be bright stars in our universe.

I have been teaching Hebrew and B'nai Mitzvah lessons for many years (I wasn't much older than my first student). Over the years I have studied with numerous, talented teachers and have incorporated many of their techniques. This has given me a robust repertoire of teaching methods that helps me work with a wide range of student learning types. I think you will find our time together both informative and fun.

Not only will your children perfect the prayers that they've learned in Religious School but they will also learn the Trope system (how to sing) for the Torah and Haftarah. This enables them to not only be successful at their own Bar or Bat Mitzvah but to be able to return on any Shabbat and participate as a leader.

The South Huntington Jewish Center is dedicated to preparing your children as active participants and leaders of the Jewish community and I am pleased to be partners with you in that endeavor.

I am looking forward to meeting and learning with each of you.

B'hatzchala

Lenny Thaw

The Basic Requirements

Bar/Bat Mitzvah celebrates the rite of passage in Judaism 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 the child’s new status of religious responsibility and obligation in our tradition.

The status of Bar/Bat Mitzvah traditionally marked the age of physical maturity-boys at thirteen and girls at twelve. However, consistent with the approach of the Conservative Movement which treats males and females as equals in philosophy, education and religious observance, we at the South Huntington Jewish Center celebrate the status of Bar/Bat Mitzvah at the age of thirteen equally for both boys and girls.

Moreover, as an affiliated 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.

Religious School Shabbat Service Attendance Requirements

Alef	13 times	3 Friday Evening; 10 Shabbat Morning Services/Junior Congregation
Bet	14 times	4 Friday Evening; 10 Shabbat Morning Services/Junior Congregation
Gimel	15 times	5 Friday Evening; 10 Shabbat Morning Services/Junior Congregation
Dalet	17 times	5 Friday Evening; 12 Shabbat Morning Services/Junior Congregation 3 Services can be attended at other synagogues.
Hei	20 times	5 Friday Evening; 15 Shabbat Morning Services/Junior Congregation 3 Havdalah Services and Shabbat School (Sept. - Feb) can be applied towards Saturday Requirements; 2 Services can be attended at other synagogues

In addition, other holiday services (Sukkot, Simchat Torah, Purim, Pesach, Shavuot, etc.) count toward these service requirements, as do all mincha/maariv/havdallah services held at SHJC . Please refer to the Religious School handbook for complete details.

The Gimel, Dalet, and Hei requirements **MUST** be met in order for your child to be eligible to lead *additional portions* of the Service (other than **the basic level**) for Bar/Bat Mitzvah.

Tallit and Tefillin

Male students are required 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 and many of our young women have already opted to do so.

Our Sisterhood Gift Shop is an excellent place to purchase any or all religious articles including Kippot, head coverings for women, Tallitot, and Tefillin. Contact the Synagogue office for additional information.

Learning the Bar/Bat Mitzvah Service

To help ensure that all students are adequately prepared and have an opportunity (should they desire and meet Shabbat Attendance Requirements) to lead portions of the Service that they are capable of mastering, the Bar/Bat Mitzvah Service has been divided into "Levels" as follows:

Shabbat Morning Track - Level 1:

Basic Skills:

- Torah Blessings
- Haftarah Blessings
- Haftarah
- Maftir Torah Reading
- Dvar Torah
- Tallit Blessing
- Tefillin

Friday Night:

- Ma Tovu/Opening Niggun
- Shalom Aleikhem
- Veahavta
- Shabbat Kiddush
- Aleinu
- Yigdal

Shabbat Morning:

- Veahavta
- Ein Keloheinu
- Aleinu
- Adon Olam

Shabbat Morning Track - Level 2:

Friday Night:

- Kabbalat Shabbat Selections
 - Mizmor LeDavid
 - Lekha Dodi
- Shabbat Maariv Selections
 - Ahavat Olam
 - Veshamru
 -

Shabbat Morning:

- Shabbat Morning Selections
 - Morning Blessings (intro to Birkhot Hashahar)
 - Barukh Sheamar
 - Psalm 150
 - El Adon
 - Vayomer
 - Ashrei
 - Avot/G'vurot
 - LeDor va-Dor
 - LeDor va-Dor
 - Yismehū V'malachutecha
 - Eloheinu ve-Elohei/ Kad'sheinu
 - Sim Shalom

Shabbat Morning Track – Level 3:

Basic Skills:

- Additional Torah Readings

Friday Night:

- Complete Kabbalat Shabbat
- Complete Maariv for Shabbat

Shabbat Morning Track - Level 4:

(with participation in Shabbat Morning Learning Sessions)

Shabbat Morning:

- Birkhot HaShahar
- Pesukei Dezimrah
- Torah Service

Shabbat Morning Track - Level 5:

(with participation in Shabbat Morning Learning Sessions)

Shabbat Morning:

- Shaḥarit for Shabbat
- Musaf for Shabbat

**Shabbat Minhah/Maariv/Havdalah****Level 1:****Basic Skills:**

- Torah Blessings
- Torah Reading
- Dvar Torah
- Tallit Blessing
- Tefillin Usage and Blessings

Friday Night:

- Ma Tovv/Shalom Aleikhem/Opening Nigun
- Veahavta
- Shabbat Kiddush
- Aleinu
- Yigdal

Shabbat Minhah/Maariv/Havdalah:

- Ma Tovv
- Aleinu
- Havdalah
- Adon Olam

Level 2:**Friday Night:**

- Kabbalat Shabbat Selections
 - Mizmor LeDavid
 - Lekha Dodi
- Shabbat Maariv Selections
 - Ahavat Olam
 - Veahavta
 - Veshamru

Shabbat Minhah/Maariv/Havdalah:

- Ashrei
- Shalom Rav
- Weekday Maariv

Level 3:**Friday Night:**

- Kabbalat Shabbat (SHJC Minhag)
- Maariv for Shabbat

Shabbat Minhah/Maariv/Havdalah:

- Shabbat Minhah (Hekhi Kedusha)

Level 4:**Shabbat Minhah/Maariv/Havdalah:**

- Shabbat Minhah (including repetition of the Amidah)

**Sunday Morning**

(Rosh Hodesh, Hol HaMoed Sukkot, Hanukkah)

Level 1:**Basic Skills:**

- Torah Blessings
- Torah Reading
- Dvar Torah
- Tallit Blessing
- Tefillin Usage and Blessings

Friday Night:

- Ma Tovu/Shalom Aleikhem/Opening Nigun
- Veahavta
- Shabbat Kiddush
- Aleinu
- Yigdal

Sunday Morning:

- Aleinu
- Adon Olam

Level 2:**Friday Night:**

- Kabbalat Shabbat Selections
 - Mizmor LeDavid
 - Lekha Dodi
- Shabbat Maariv Selections
 - Ahavat Olam
 - Veahavta
 - Veshamru

Rosh Hodesh/Hol HaMoed Sukkot/Hanukkah:

- Morning Blessings (intro to Birkhot Hashahar)
- Barukh Sheamar
- Psalm 150
- Mekhalkel Haim Be-Hesed
- LeDor va-Dor
- Sim Shalom
- Hallel (Selections)
- Ashrei

Level 3:**Friday Night:**

- Kabbalat Shabbat (SHJC Minhag)
- Maariv for Shabbat

Rosh Hodesh/Hol HaMoed Sukkot/Hanukkah:

- Birkhot HaShahar (SHJC Minhag)
- Pesukei DeZimrah (SHJC Minhag)
- Shaḥarit
- Musaf

**Monday/Thursday Weekday Service****Level 1:****Basic Skills:**

- Torah Blessings
- Torah Reading
- Dvar Torah
- Tallit Blessing
- Tefillin Usage and Blessings

Friday Night:

- Ma Tov/Shalom Aleikhem/Opening Nigun
- Veahavta
- Shabbat Kiddush
- Aleinu
- Yigdal

Monday-Thursday Weekday Morning Service:

- Aleinu
- Adon Olam

Level 2:**Friday Night:**

- Kabbalat Shabbat Selections
 - Mizmor LeDavid
 - Lekha Dodi
- Shabbat Maariv Selections
 - Ahavat Olam
 - Veahavta
 - Veshamru

Monday-Thursday Weekday Morning Service:

- Weekday Morning Selections
 - Morning Blessings (intro to Birkhot Hashahar)
 - Barukh Sheamar
 - Psalm 150
 - Vayomer (3rd paragraph of Shema)
 - LeDor Va-Dor
 - Sim Shalom
 - Ashrei

Level 3:**Friday Night:**

- Kabbalat Shabbat (SHJC Minhag)
- Maariv for Shabbat

Monday-Thursday Weekday Morning Service:

- Birkhot HaShahar (SHJC Minhag)
- Pesukei DeZimrah (SHJC Minhag)

Level 4:**Monday-Thursday Weekday Morning Service:**

- Shaha^harit
- Torah Service

☆ ☆ ☆ ☆ ☆ ☆

Many of the above prayers have been introduced and taught in our Religious School as part of the Alef - Hei curriculum. **Level 1** will be taught to all students.

All students who have fulfilled the Shabbat Attendance Requirements in Dalet and Hei are permitted and encouraged to master additional Tefillot (prayers).

Students are expected to attend learning sessions a half an hour before the Shabbat or Rosh Hodesh services. **No additional prayers or readings will be started within the three weeks prior to Bar/Bat Mitzvah.** This period will be left for the mastering and polishing of the entire presentation.

Learning Sessions, Classes, and Individual Lessons

Students are expected to attend learning sessions a half an hour before the Shabbat Evening, Morning and Minha,/Maariv,/Havdallah services. Students may begin attending learning sessions a year prior to their Bar/Bat Mitzvah date. At the learning sessions, the Hazzan will familiarize the student with parts of the service to enable each child to daven those prayers with which he or she is eligible.

Payment of the Bar/Bat Mitzvah fee (as described in the “Financial Obligations” section of the Guide) **in full is required prior to the commencement of lessons. 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 Finance Vice President a year in advance to avoid any delay or interruption in your child’s lessons.

When Religious School is in session, Bar Bat Mitzvah orientation and classes are offered on Sunday Mornings from 9:15 to 10:30 A.M. and meets in the beit midrash minyan room. The first 30 minutes begins with Tallit and T’fillin and prayer participation. The following 45 minutes includes prayer and trope mastery exercises. Wednesday evening 7:30 P.M. -8:15 P.M. class is reserved for students who have a Minha, Maariv, Havdallah Bar Bat Mitzvah and runs following Simhat Torah through Mid May. On Wednesdays the first 30 minutes begins with Torah Trope exercises and application and prayer practice and concludes with 15 minutes of experiential prayer.

The Hazzan meets with every student and his or her family approximately 8 months before the Bar or Bat Mitzvah date. Students will receive CDs and printed materials appropriate to their Scriptural Reading (Haftarah and/or Torah) and the Services they

are eligible to conduct. Each student will be given an assignment to be completed for the next lesson. It is imperative that parents accept responsibility for making sure their child is adequately prepared. We suggest that at least 30 minutes a day be set aside for this purpose. During the first month of Bar/Bat Mitzvah classes, the Hazzan meets with each student and parents for some individual practice as well. While working on some individual practice techniques students are encouraged to invite friends and family to join in the preparation by accepting a Torah reading assignment.

Following the introductory classes and tutorials with Hazzan Shamash, students attend a lab class which is taught by Lenny Thaw on Wednesday afternoons from 5:00- 5:50. This class furthers student's ability with trope application with the use of Trope Trainer software on their individual Haftarah and assignments. Please confirm the dates you are planning to attend with Mr. Thaw. at 516-680-4113 or lenny@esi-usa.com.

Individual lessons with your tutor begin after the classes and labs. Lessons are scheduled once a week for 30 minutes. Every effort will be made to accommodate families in scheduling. It is the policy of the Education Committee that **lessons will not be given during a student's Religious School class hours**. Due to the increasing number of students, it is imperative that students arrive on time for lessons. In those instances when a student cannot attend a scheduled lesson, his/her Bar/Bat Mitzvah tutor should be notified as far in advance as possible. Missed lessons may not necessarily be re-scheduled. **To ensure a meaningful and beneficial experience for each student, a parent or other responsible adult must be present during lessons.** It is important for parents to take an active and interested role in this facet of your child's education. Towards the conclusion of lessons, the Hazzan meets with the student for additional practice in the sanctuary. While students are expected to attend learning sessions, scheduling a partner lesson to review and polish service prayers with anyone sharing a service is also very helpful.

Except for special learning situations, all Bar/Bat Mitzvah are expected to learn their entire Haftarah for Shabbat morning and Torah portions for Minhah/Ma'ariv or Rosh Hodesh.

Special Learning Situations

In the event of a special learning situation, please contact the Rabbi or the Bar/Bat Mitzvah coordinator to make special arrangements prior to the scheduled commencement of lessons.

Participation in The Bar/Bat Mitzvah Service

All B'nai Mitzvah are honored with chanting the prayers of the appropriate Service as outlined in **level 1** of the Bar/Bat Mitzvah Study Units. It should be noted that according to Jewish tradition, a Haftarah is not chanted at a Shabbat Minhah/ Maariv (Twilight) or Rosh Hodesh Service.

When two students share a Shabbat morning Service, one student will chant the Aharon Aliyah and the second student will chant the Maftir portion. The Hazzan, in consultation with the Rabbi, will be responsible for the division of readings. The first student will chant the opening brakhhot and the first half of the Haftarah; the second student will chant the opening brakhhot and the second half of the Haftarah. The closing brakhhot can be split among both students. **Both students will learn the entire Haftarah.** If the Haftarah is eleven verses or less, each student will chant the entire Haftarah.

Prior to chanting the Haftarah (or Torah portion, as the case may be), the Bar/Bat Mitzvah delivers a brief D'var Torah/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. D'verei Torah must be approved by the Rabbi in advance.

The Weeks Before

Aliyot and Honors

During the weeks prior to the Bar/Bat Mitzvah, the Ritual Vice President or representative will meet with the parents to review Aliyot and Honors and to answer any questions regarding the details of the Service. Please come to that meeting prepared to provide Hebrew names of family members and others who will be called to the Torah for Aliyot and other Honors.

The first two Aliyot are reserved for a Kohen and a Levi. If none of your guests are Kohanim or Leviim, members of the Congregation will be called to the Torah for these Aliyot.

Both men and women may receive Aliyot provided they are Jewish and are at least 13 years of age. A married couple may be called together for an Aliyah. **Anyone who has been asked to perform Hagbah (the honor of lifting the Torah) must make arrangements to "practice" this with the Rabbi or Hazzan prior to the Bar/Bat Mitzvah (no exceptions).**

To avoid disruption of the Service and potential embarrassment, please make sure that those being honored with Aliyot and other Honors are aware of their role in the Service, are punctual, etc., and that the Ritual representative knows where they are 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. An audio tape or CD of the Blessings is also available from your child's tutor as well as a special videotape of the Shabbat morning Torah Honors put out by the National Federation of Jewish Men's Club. Participation by parents, relatives, and siblings in various aspects of the Service is encouraged.

As a result of our increasing Religious School enrollment, Bar/Bat Mitzvah dates will be assigned on a "shared basis". Please remember that Minḥah/Ma'ariv, Rosh Ḥodesh, or Holiday (religious or secular) dates will not be shared. Those requesting a Minḥah/Maariv Service must use Crystal Caterers. As indicated earlier in this guide, there is a \$1,000 fee for all Rosh Ḥodesh and Holiday Services. This fee is waived if you use Crystal Caterers.

The number of available Aliyot and Honors vary depending on the day of the Service. There can be a baby naming, Aufruf or two B'nai Mitzvah 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 saved for the congregation.

Rehearsal

Shortly before the Bar/Bat Mitzvah, the Rabbi will meet with the family for a rehearsal in the Sanctuary. At that time, the Bar/Bat Mitzvah, his/her parents and all siblings are requested to be present to assure that everyone is familiar with his/her role. **No videotaping or photography can take place at this rehearsal.**

Picture Taking

Arrangements must be made at least one month prior to the Bar/Bat Mitzvah Service if pictures and videotaping are to be taken. This will help to guarantee your exclusive use of the Sanctuary. Use of the Sanctuary must be cleared through the Executive Director, and the Rabbi's availability should be confirmed. **Please note that only the Rabbi or Ḥazzan may remove the Torahs from the Ark.**

Please confirm with the Rabbi what is permissible before making arrangements with a photographer/videographer. **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 (or before) prior to the Bar/Bat Mitzvah, the family should bring to the Synagogue office all items required for the Bar/Bat Mitzvah. This includes:

1. the Haftarah booklet
2. the Siddur the student has studied from as well as all materials needed for the Service, including the D'var Torah
3. the Tallit
4. the Kippot and the head coverings (for the women) for your guests and the congregation
5. any items including spice boxes, Kiddush cups, Yads, wrapped candies (soft, kosher, and pre-approved by the Rabbi), etc.
6. any booklet or paper explaining the service must be approved by the Rabbi at least 2 weeks before.

The “*Mitzvah*” in Bar/Bat Mitzvah

Our Synagogue believes in our children learning through experience. “*Mitzvah*” is defined as a commandment – the *mitzvot* command us to act in responsible, ethical and moral ways. We encourage our students to participate in the *mitzvah* of being part of the community of Israel. The “*mitzvah*” of the Bar/Bat Mitzvah is not complete without a gift to the Synagogue. To this end, our Bar/Bat Mitzvah students are encouraged to donate their own funds to charity, e.g., a small portion of their Bar/Bat Mitzvah gifts, etc. Furthermore, the Bar/Bat Mitzvah family (particularly parents, siblings and grandparents) is strongly encouraged to make a generous 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 Live, *Siddurim* (Prayer Books), *Humashim* (Bibles), or donations to the Library, Expansion, Youth Group, Landscaping, or *Bima* Funds. 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, JNF, Project Mazon, Magen David Adom (Israeli Red Cross) or another charity. There are many charities you can choose from here and in Israel.

Rabbi David Wolpe has said that rituals are like “speed bumps” in life, as they afford us the opportunity to slow down and access what is important to us and what values we want our families to embrace. The Bar/Bat Mitzvah is one such ritual and we encourage our families to continue the work they started in the Dalet Hesed Corps, by planning and participating in family hesed projects.

Check our website for links and ideas or call our family educator to help you get started!

Oneg Shabbat and Kiddush

The Bar/Bat Mitzvah family is responsible for sponsoring the Friday night collation (Oneg Shabbat) and a Saturday morning Kiddush. It is important that you accurately relate the number of guests you anticipate in order not to embarrass yourself or the Synagogue.

A standard collation consists of decorated cookies and cakes, tea and coffee. Upgrades from the standard collation are available. Our Chairperson, Barbara Goodman, will contact you to make the necessary arrangements approximately two weeks in advance. These arrangements are made with the bakery that the Synagogue uses for these purposes. You may upgrade the collation to include fancier cakes, cookies, fruit and dark chocolate covered strawberries through arrangements with Crystal Caterers.

Bar and Bat Mitzvah families may arrange to have a luncheon following Services. Arrangements **must** be made through our in-house caterer, Crystal Caterers. It is strongly suggested that the Congregants attending services be included in the luncheon. **All payments for the Oneg, Kiddush and/or luncheon are due the Monday 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 will be shared. Arrangements for the flowers are made through our Collation Chairperson. 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

We have instituted a program of parent ushers at Bar/Bat Mitzvah Services. Parent ushers will assist in ensuring the sanctity of each Bar/Bat Mitzvah. These ushers will aid the Ritual representative in maintaining the dignity and decorum at the Service. Each family will usher at two Services. Those families who do not sign up for specific dates will be assigned dates. All ushering must be completed one month prior to your child's Bar/Bat Mitzvah. If you are unable to keep your ushering date, it is up to you to find a replacement.

Financial Obligations

In accordance with the fee schedule set forth by the Board of Trustees and approved by the Congregation, **the Bar/Bat Mitzvah fee* is due before lessons begin and the following obligations* must be paid in full 45 days prior to the commencement of Bar/Bat Mitzvah lessons:**

Please call Elissa Spiegel at 421-3224 ext. 17 for detailed information.

Shabbat Decorum

South Huntington Jewish Center is affiliated with 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. Bare shoulders should be covered in the sanctuary.

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 contact an usher who will make a phone available for you).
- 3) The use of photographic and recording equipment
- 4) The playing of musical instruments or recordings
- 5) 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, 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:

<u>Service</u>	<u>Begins</u>	<u>Approximate Length</u>
Friday PM	6:00 PM or 8:30 PM	1 Hour
Saturday AM	9:30 AM	3 Hours
Saturday PM	**	1 1/2 Hours
Sunday Rosh <u>H</u> odesh	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 with Crystal Caterers.

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 seated throughout the Service.

The Rabbi and Hazzan will come to the center of the Bimah whereupon the Hazzan 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 parents standing behind. The Rabbi will then offer a brief prayer for the Bar/Bat Mitzvah. In the case of a Bar Mitzvah, or a Bat Mitzvah who opts to wear a Tallit (which we encourage), the child will say the brakhah for the Tallit and the parents will place the Tallit on their child’s shoulders.

The Rabbi will then lead the family in the “Shehehyanu”, 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.

During the Service, presentations will be made to the Bar/Bat Mitzvah on behalf of the Congregation, the Sisterhood and the Men’s Club. A presentation will also be made by the Gift of Israel Program if applicable. 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 the President of the involved group.

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

SHMA

The Suffolk High Midrasha Academy (SHMA) is the regional Hebrew High School currently housed at SHJC. It provides an educational and a social atmosphere for Jewish teens in western Suffolk.

Students from neighboring Conservative Synagogues, Huntington Jewish Center, Dix Hills Jewish Center, Commack Jewish Center, Beth Chai of Hauppauge and East Northport Jewish Center, meet with SHJC graduates on Wednesday evenings from 6:50 to 9:00 PM.

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 Director, Brian Sudran

SHJC

We encourage our teenagers to return and welcome them to 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. We will gladly provide them with all the educational resources needed to prepare for their participation.

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

BRAKHAH (plural BRAKHOT) - A blessing. The parents of the Bar/Bat Mitzvah recite the Brakhah of Thanksgiving (Shehehyanu) 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

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

KIPPAH (plural KIPPOT) - Skull cap (yiddish: yarmulke)

KOHEN - Individual who traces descent from the family of Aaron; the first Aliyah

LEVI - Individual who traces descent from the tribe of Levi; the second Aliyah

MAARIV - 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

SHAḤARIT - 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

To Assist You

Rabbi	Rabbi Ian S. Jacknis	271-9432 rabbishjc@aol.com
Hazzan	Hazzan Brian Shamash	421-3224 Ext. 14 hazzan@shjc.org
Bar/Bat Mitzvah Tutors	Dr. Steven Nachbar Cantor Ephraim Shapiro Lenny Thaw	516-236-0727 drnachbar@aol.com 917-774-6728 eds18@prodigy.net 516-680-4113 lenny@esi-usa.com
Bar/Bat Mitzvah Coordinators	Cheryl Haiken Amelia Melnick	253-3005 mahaiken@aol.com 223-3398 ameliaairheart@gmail.com
Religious School Principal	Sherry Gutes	421-3244 Ext. 12 sgutes@shjc.org
Office	Carol Frisa	421-3224 Ext. 10 cfrisa@shjc.org
Accounting Manager	Elissa Spiegel	421-3224 Ext. 11 espiegel@shjc.org
Caterer	Steve Perlmutter	427-6754 crystalcaterers@aol.com
President	Randi Chavis	271-2028 ttobias1@aol.com
Executive Vice President	Allen Hecht	424-1922 ahahshah@aol.com
Finance Vice Presidents	Mort Cohen Jim Dale	427-4111 mortmcohen@aol.com 249-7260 jdale@optonline.net
Education Vice President	Karen Lippman Amy Zuker	367-2299 mobaj@optonline.net 271-4917 amyzdmd@optonline.net
Ritual Vice Presidents	Jeffrey Kreinces Bob Oberstein	424-1699 jhkreinces@aol.com 385-9071
Sisterhood Co-Presidents	Gwen Lichtman	491-3277 Gwen.lichtman@gmail.com

Men's Club President	Marc Gerber	752-2974 MarcGerber@Title-Team.com
	Alan Pfeffer	462-2341
Youth Group	Brian Sudran	brian.sudran@gmail.com
Youth Liaison	Pam Schwartz	367-6223
Collation	Barbara Goodman	423-5343
SHMA Principal		421-7493

Last Revision March 2010