

Sinai Temple
B'nai Mitzvah Program

A Spiritual Journey
for the
Entire Family

"I continue to seek God because I know this is the human task. I seek, because in that search there is life, and light, and meaning and even joy." Rabbi David Wolpe



SINAI TEMPLE

**B'nai Mitzvah at Sinai Temple:
A Child and Family Journey**
~Rabbi Sandy Eisenberg Sasso

What I wish for my child I wish for all our children.
I wish for you to be a person of character
strong but not tough gentle but not weak.

I wish for you to be righteous but not self-righteous
honest but not unforgiving.

Wherever you journey, may your steps be firm
and may you walk in just paths and not be afraid.

Whenever you speak, may your words
be words of wisdom and friendship.

May your hands build and your heart preserve what is good
and beautiful in our world.

May the voices of the generations of our people
move through you and may the God of our ancestors
Be your God as well.

May you know that there is a people,
a rich heritage, to which you belong
and from that sacred place
you are connected to all who dwell on the earth.

May the stories of our people
be upon your heart and the grace of the Torah rhythm
dance in your soul.

A Message from our Clergy...

Celebrating a Bar/Bat Mitzvah is a family journey. We at Sinai Temple are honored to share this journey with you and your child. Together we will link the sacred act of “going up” to the Torah with the spiritual process of “growing” in faithfulness to God and community.

Bar/Bat Mitzvah celebrates the sanctity of family and acknowledges that a child has now ascended to religious adulthood within our tradition. A Bar/Bat Mitzvah binds the past and future generations, affirming faith in our tradition and in God.

Our goal at Sinai Temple is to create a Bar/Bat Mitzvah program that is a spiritual and religious experience connecting child and family to God, the Jewish people and to each other.

The Core Values of our Program

1. Nurturing Environment:

We want our Bar/Bat Mitzvah program to be nurturing and caring. We strive to always be gentle, kind, considerate, patient and sensitive to our students and parents. We want to create an environment that enhances the spiritual and religious experience of Bar/Bat Mitzvah.

2. Parental Involvement:

Parental involvement is key to the success of our program and the entire Bar/Bat Mitzvah experience. We encourage and nurture the involvement of parents with the students.

3. Relationship Development:

The continuous involvement of our professional staff with student and parents affords the opportunity for relationship development. Lasting bonds are created between student, parent, rabbis, cantors and instructor(s) during the course of each student's progress through our program.

4. Excellence in Preparedness:

We want our children to achieve a very high level of excellence. We want them to do the very best they can and encourage each child to participate to the full extent of their ability. The better prepared our B'nai Mitzvah – the more positive the experience.

5. Putting God on the Guest List:

We emphasize the religious and spiritual significance of Bar/Bat Mitzvah. We want to connect the child to Judaism, family, Israel and the Jewish people.

The Ultimate Parent's Bar/Bat Mitzvah Checklist

- 12 Months**
 - Family meets with Cantor for Bar/Bat Mitzvah Orientation
 - Student must attend Sinai Akiba Academy, Sinai Religious School or accepted school through year of Bar/Bat Mitzvah
 - Payment of Bar/Bat Mitzvah Fee, confirm Synagogue Account is current
 - Begin or continue to light candles and say Kiddush on Friday night with family
 - Students begin studying prayers and trope on our Sinai Temple Bar/Bat Mitzvah website, (<https://cybermitzvah.sinaitemple.org/>)
 - Meet with the Sinai Temple caterers to arrange S'udat Mitzvah

- 10 Months**
 - Attend Shabbat Morning and Friday Night Service
 - Discuss with family ways to incorporate theme of "Judaism" into your Simcha and S'udat Mitzvah (reception)

- 7-8 Months**
 - Bar/Bat Mitzvah begins private lessons at Sinai Temple
 - Bar/Bat Mitzvah begins daily study at home for fifteen to twenty minutes
 - Confirm the Hebrew name and spelling of English name for preparation of Bar/Bat Mitzvah certificate with B'nai Mitzvah mentor

- 4 Months**
 - Parents and siblings begin learning Torah Reading(s)
 - Select and purchase *tallit*, *tefillin* and *kippot* (head coverings)
 - B'nai Mitzvah begin practicing by putting on their *tallit* and *tefillin* at daily Sinai Akiba service and Sunday Sinai Religious School service

- 3 Months**
 - Meet with Cantor Miller to prepare writing of D'var Torah

- 2 Months**
 - Meet with officiating Rabbi.
 - Email bio and head shot for Sinai Community Connections to B'nai Mitzvah Coordinator: sbuchanan@sinaitemple.org
 - Attend services weekly on Shabbat

- 2 Weeks**
 - Bar/Bat Mitzvah meets with Cantor Feldman for dress rehearsal
 - Submit list of Aliyot and honors to Sarah Buchanan
 - Provide list of guests to B'nai Mitzvah Coordinator for Security clearance
 - Contribute to Tzedakah in honor of Simcha
 - Schedule appointment with Sarah Buchanan for photo session
 - Buy soft wrapped candy to be thrown at service

- Last Week**
 - Final rehearsal with Cantor Feldman
 - **The "Big" Weekend.** – Mazal Tov!

The “Big Weekend”

Thursday Morning- Kohn Chapel, 7:30am

Kohn Chapel 7:30 am B'nai Mitzvah are called to the Torah at our 7:30 am morning minyan in Kohn Chapel. They lead the congregation in Sh'ma, V'ahavta, L'ma'an Tizk'ru, and recite the B'rachot HaTorah. The B'nai Mitzvah put on their Tallit and are encouraged to wear T'fillin. The cantor blesses the B'nai Mitzvah by reciting a Mi Sheberach (“He who blesses...”). Sinai Akiba B'nai Mitzvah read from the Torah and recite the blessings on the Torah at their regularly scheduled weekday service at 8:50am.

Shabbat Friday Evening- Kohn Chapel, 5:45pm

In Kohn Chapel our B'nai Mitzvah lead us in selections of prayers (Sh'ma, V'ahavta, L'ma'an Tizk'ru, V'sham'ru, Kiddush, and Aleinu). The service is led by one of the Cantors. The parents of the B'nai Mitzvah are invited to light and say the blessing over the Shabbat candles. At the end of the service, parents present the B'nai Mitzvah with the Kiddush cup (provided by Sinai) for their child to recite Kiddush. Services conclude by 6:45pm. Please arrive 15-20 minutes early.

Shabbat Morning

“The Big Day”- The service begins at 9:30 am in the Ziegler Sanctuary. The Family Minyan Service begins at 9:30 am and Torah in the Round begins at 10:00 am. In the Ziegler Sanctuary service, the parents are called to the Torah for an Aliyah. The Bar/Bat Mitzvah is called to the Torah, recites the blessings on the tallit, Torah, reads the maftir portion from the Torah, delivers a 350-400 word D'var Torah, recites the Haftarah and Haftarah blessings, receives a charge from the Rabbi, blessing from Rabbi and Cantor, leads the congregation in the chanting of the Aleinu and recites the Blessings over Shabbat at the end of the service. The participation at the Torah in the Round or Family Minyan Service provides an opportunity for B'nai Mitzvah to lead other parts of the service and for their family and guests to have additional honors.

S'udat Mitzvah (reception)

We encourage the B'nai Mitzvah to deliver a D'var Torah and thank you speech acknowledging parents, grandparents, teachers and important people at the S'udat Mitzvah. We will prepare the Bar/Bat Mitzvah for leading Birchat Hamazon after the meal and/or Havdalah for Saturday night.

After the Big Day

Choose ways to continue to celebrate the spiritual meaning and significance of Bar/Bat Mitzvah by participating in the performance of Mitzvot. Here are some ways to extend the true meaning of Bar/Bat Mitzvah and Judaism into your life:

- Celebrate Shabbat by lighting candles and saying Kiddush.
- Attend Shabbat Services together with your family.
- Attend morning or evening minyan.
- Participate in Shiva Minyan.
- Participate in Tikun Olam projects as family.
- Put on tallit and tefillin regularly.
- Read books with Jewish content.
- Continue your Jewish education.
- Schedule date to read from the Torah, and or lead parts of a service
- Attend a lecture or concert with Jewish content.
- Contribute to Tzedakah.
- Plan a trip to Israel.

**B'nai Mitzvah Orientation
with
Cantor Feldman**

Don't Miss It! – Opportunities for the entire Family to Participate

Parents meet with Cantor Feldman for an orientation of the Bar/Bat Mitzvah program. We discuss the goals of our Bar/Bat Mitzvah program and introduce you to the exciting opportunities available for the entire family to participate.

B'nai Mitzvah meet with Rabbi

All of our B'nai Mitzvah and their families meet privately with their officiating rabbi.

**Mitzvah Program – B'nai
Mitzvah**

Our B'nai Mitzvah attending Sinai Akiba Academy and Sinai Religious School are involved in Mitzvah projects, which are part of the curriculum. The Mitzvah project consists of assignments in three categories – Torah (study), Avodah (religious observance) and G'milut Hasadim (acts of kindness and community service).

D'var Torah Preparation

Our students meet privately with Cantor Miller to discuss their Torah and Haftarah portion and the meaning of their Bar/Bat Mitzvah. Individual time is given to each student.

Shacharit Service

Our B'nai Mitzvah celebrating their Simcha in the Ziegler Sanctuary and Family Minyan may lead the Shacharit Service on the occasion of their Bar/Bat Mitzvah. They learn the service in addition to the required material from their individual instructors. The Bar/Bat Mitzvah must demonstrate a complete mastery of the required material before they are assigned the Shacharit Service.

Individual Instruction

Our B'nai Mitzvah receive many hours of private instruction from either Cantor Feldman, Aryell Cohen, David Childs or Alyssa Rosenbaum. They also rehearse privately with Cantor Feldman during the last two weeks prior to their Simcha.

Website References

Cybermitzvah.org – Our Bar/Bat Mitzvah website that has all the information related to our B'nai Mitzvah program. Simply go online and type: www.cybermitvah.org.

S'udat Mitzvah

A friend told me that when a caterer inevitably asked, "What's the theme of your daughter's Bat Mitzvah going to be?" he responded, "How about Judaism?"
Excerpt from the book "Putting God on the Guest List."

The meal of celebration is a S'udat Mitzvah (a meal in honor of the commandment). It is a continuation of the Bar/Bat Mitzvah and a joyous and significant part of your Simcha. We at Sinai Temple strongly urge you to remember the theme of the day should be a commitment to "Judaism."

Consider the importance of the message you give your child and your guests. What Jewish values do we hope this Bar/Bat Mitzvah celebration will embody? You may want to discuss this with your entire family and make a list of them. Your list might include compassion, dignity, justice, learning, social action, generosity, humility, holiness, ruach, moderation, a love for the Jewish people and the Jewish homeland.

Here are some ideas as a starting point. Your family will want to come up with your own special way of celebrating your Simcha.

- ◆ A Kosher meal with the recitation of the Motzi, Birchat Hamazon and Havdallah by Bar/Bat Mitzvah.
- ◆ Bar/Bat Mitzvah delivers a D'var Torah at the reception.
- ◆ Bar/Bat Mitzvah may acknowledge teachers, family members, and clergy who have been important in their life.
- ◆ Themes based on great Jewish heroes, personalities, geographical places in Israel, events in Jewish history or Jewish expressions, poems and songs.
- ◆ A theme based on the Torah reading portion.
- ◆ Centerpieces comprised of books that can be donated to the Temple Library, baskets of food designated for SOVA, athletic equipment creatively wrapped which can be donated to Sinia Akiba or Sinai Temple Religious School, baskets of CDs, baskets of school supplies, etc.
- ◆ Parents should speak to their child and express the meaning and significance of the day.
- ◆ In lieu of a party – a trip to Israel.
- ◆ A donation or gift to the Synagogue, School, Jewish or charitable organization.
- ◆ The announcement at the reception of the contribution(s) to be given by the Bar/ Bat Mitzvah and/or by the family in honor of the Bar/Bat Mitzvah.
- ◆ In lieu of a gift- ask guests to give to tzedakah in honor of Bar/Bat Mitzvah.
- ◆ Arrange to have left over food delivered to Food Pantry ("Extra Helpings" at 310-828-6016 for further details).

Our caterers or Sisterhood can help you plan an elegant affair. Receptions on the Shabbat and Festivals have a special reverence and sanctity. Vocal and instrumental music at a reception is to be Jewish, Israeli, Israeli folk music, Klezmer music, Yiddish and Hebrew music and may be played by tape, disk or live ensemble. In the Addendum we have provided a list of musical selections for Shabbat and Festival receptions.

Venue Options

Torah in the Round, Family Minyan and Ziegler Sanctuary

In an attempt to address your personal needs, **you have three very exciting Shabbat Morning Service options in which to celebrate your Bar/Bat Mitzvah Simcha:**

1. The Service in the **Ziegler Sanctuary** is usually with two B'nai Mitzvah and begins at 8:45 am. The parents are called to the Torah for an "*Aliyah*," the honor of being called to the Torah to recite the blessings over the Torah. The Bar/Bat Mitzvah is called to the Torah, recites the blessings on the Tallit, Torah, reads the Maftir portion (the last sentences of the weekly Torah portion) from the Torah, and delivers a D'var Torah – an English interpretation of the Torah reading. He or she also recites the Haftarah (the Prophetic reading of the week) and Haftarah Blessings, receives a charge from the Rabbi, a blessing from the Rabbi and Cantor, leads the congregation in the chanting of the Aleinu and recites the Kiddush, blessing over the washing of the hands, and the blessing over the bread, which is performed at the end of the service. The Bar/Bat Mitzvah may lead the Shacharit Service (the morning service) by participating in the Shacharit Choir and/or P'sukei D'zimrah (the introductory psalms and blessings). The Bar/Bat Mitzvah may also read additional portions of the Torah reading. On Friday night, all of our B'nai Mitzvah lead the congregation in Kiddush and Aleinu.
2. **Torah in the Round** is a single Bar/Bat Mitzvah service that emphasizes participation and spirituality through prayer, instrumental music and discussion. This upbeat and welcoming service begins at 9:30 a.m. in Kohn Chapel. If a larger attendance is anticipated or if the service does not fall on the third Shabbat of the month, the service is in Gold or Barad Hall. The Bar/Bat Mitzvah family and guests are honored with Peticha (opening of the Ark), four Aliyot (recitation of the Torah blessings), Laining (reading from the Torah), Hagbah and Gellilah (lifting and dressing of the Torah). Additional honors will be discussed with the presiding rabbi. Parents publicly present their child with a Tallit (prayer shawl) and recite a personal blessing to their child. At the end of the Torah service, parents bless their child with Birkat Kohanim, the Priestly Benediction. The Torah is passed from generation to generation (L'dor v'dor) and dancing ensues around the bimah. The child and guests may chant as many p'sukim (sentences) of the Aliyot (torah reading) as available with a minimum of Maftir and Haftarah. The child may also lead the Shacharit and Musaf services with the rabbi's approval. The child delivers a d'var Torah– English interpretation of the Torah reading (up to three minutes in length) about the parasha (weekly portion). When the Torah is put away, candy is tossed by the guests, followed by more dancing and celebration. The entire family must commit to attending at least six Torah in the Round services prior to the Bar/Bat Mitzvah. At these services the family will be asked to familiarize themselves with Torah in the Round by participating in the service and greeting the community.

With **Family Minyan**, you choose not only a venue, but a community to share your simcha. This community will be part of your family before, during and after the ceremony itself. Led by Rabbi Erez Sherman and the lay-coordinating committee, Family Minyan is a traditional service, led mostly by our Family Minyan members.

We meet twice a month, with B'nai mitzvah being scheduled on the 2nd and 4th Shabbatot of the month. Do you enjoy a participatory service with lots of singing and spirited davening? That is us!

Are you searching for a child-friendly community, with toys, games and books available for younger children? That is us!

Family Minyan offers the unique opportunity for our B'nai mitzvah students to participate and lead services during the weeks preceding the actual Bar/Bat Mitzvah day.

Our students are also able to lead all the parts of the Shabbat morning service; shaharit (the Morning service), Torah service, and Musaf (the additional service on Shabbat and Festivals).

Each student creates a plan with Rabbi Sherman and the bnai mitzvah mentor as to what parts of the service s/he will lead. Your family will receive up to 7 aliyot, and you will bless your child with a personal message and a presentation of the Tallit before the start of the Torah service.

You will learn more about these details in your initial meeting with Rabbi Sherman when you receive the Bar/Bat Mitzvah date. You will then meet more regularly during the year leading up to the Bar/Bat Mitzvah.

Most importantly, the Bar/Bat Mitzvah is not an isolated event in our lives. We celebrate publicly and with community. We expect regular participation and attendance at Family Minyan during the 2 years preceding the Bar/Bat Mitzvah ceremony by both the student and his/her parents. The expectation is that the family will attend a minimum of 15 Shabbat services during that time. This requirement allows the family to become a part of Family Minyan and for the Family Minyan to get to know you as well.

Family Minyan's home base is Kohn Chapel, which can accommodate up to 230 people. If you expect more than 200 people who are not regular Family Minyan daveners, the service will be held either in Gold or Barad Hall, subject to availability. We look forward to celebrating this important ceremony in your child's and family's life. Please come visit Family Minyan on any Shabbat so you can feel the warmth and spirit of our service.

Rabbi Erez Sherman

*** Please note that there is an additional \$500 set-up/break-down fee for the alternate venues of Gold and Barad Hall. Barad Hall is available only if you have contracted a luncheon with our caterers. The clergy establish the room set-up for these alternate spaces to meet ritual criteria.*

We encourage you and your family to attend the various services and discover the one which best meets your needs.

Taking faith seriously means that it will touch you and change your life. That is threatening, both to our own complacency and to the settled attitudes of those who know us. We are told our faith is not supposed to be "too serious." But religion that does not touch our lives is a hobby, not a faith. How can we take the ultimate questions of life lightly? Faith and fate and destiny need not be solemn – few traditions are as hospitable to humor as Judaism – but they are serious." Rabbi David Wolpe

Family Participation & Honors

We want to encourage family participation and involvement. Here is a list of the opportunities afforded to our families on an equal basis for all the services. The various services offer different opportunities for family participation and honors. Participants must be Jewish and thirteen years of age.

- Torah Readings** We encourage the Bar/Bat Mitzvah and/or members of the family thirteen years and older to read from the Torah in the Ziegler Sanctuary (MS), Torah in the Round (TITR) and Family Minyan (FM). The portion to be read will be assigned by the mentor of the Bar/Bat Mitzvah and a PDF and mp3 of the portion will be sent to the family member. In the Ziegler Sanctuary, the B'nai Mitzvah may each read three additional Aliyot. A single Bar/Bat Mitzvah in the Ziegler Sanctuary may read all of the Aliyot. Family Minyan allows Bar/Bat Mitzvah and family (regardless of age) to read all seven Aliyot. In Torah in the Round – the B'nai Mitzvah and members of the family may read three Aliyot.
- Parents Aliyah** The parents are called up to the Torah and recite the blessings before and after the reading of the Torah.
- Aliyah** An Aliyah (“going up”) is an honor of being called to the Torah and reciting the blessings over the Torah. Up to four people may be called to the Torah for each Aliyah. Please make certain that those called to the Torah for an Aliyah are familiar with the b'rachot (“blessings”). A recording and transliteration of the Torah blessings are available in the Office of the Cantor, and on the Sinai Temple Website: (www.cybermitzvah.org). Three (3) Aliyot are available in Torah in the Round and six (6) Aliyot are available in Family Minyan.
- Opening the Ark** At the beginning of the Torah Service and upon returning the Torah to the Ark, we extend the honor of Opening the Ark to a member of the family or friend of the Bar/Bat Mitzvah.
- Hagbah & G'lilah** This honor is the raising up of the Torah after the Torah reading and the immediate dressing of the Torah thereafter.
- Shacharit, P'sukei D'zimrah and Torah Readings** The Bar/Bat Mitzvah may lead parts of the service or read additional selections from the Torah. To read an additional portion from the Torah, or to chant the Shacharit Service and/or P'sukei D'zimrah, your child needs to demonstrate the necessary proficiency and mastery of the required material. There must be adequate time for the student to master the additional material. In Family Minyan, the Bar/Bat Mitzvah may lead the entire service (please note this may require additional independent study time). In Torah in the Round, the Bar/Bat Mitzvah can lead additional parts of the service as determined by the officiating clergy.

Private Mentoring Program

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| Individual Instruction | Starts seven to eight months before Bar/Bat Mitzvah date. INSTRUCTION TIME IS IN ADDITION to regular attendance at Sinai Akiba or Sinai Temple Religious School. Lessons occur weekly at a regularly scheduled time Mondays – Thursdays 3:40pm-8:00pm for twenty minutes. |
| Daily Home Assignment | Student needs to practice a minimum of 20 minutes per day. Mentor notates assignment in Mitzvah Tools (www.mitzvahtools.com). If a student does not study, the student will be assigned less to do for the Bar/Bat Mitzvah service. If the student does not study, a parent will be required to attend all private lessons until such time that it is determined that the student is studying. |
| Parent Involvement | Parents are required to attend the first lesson assigned with student. Remind your child to study and make sure assignments are completed. Encourage working ahead and finishing the learning of the material well in advance of the Bar/Bat Mitzvah date. |
| Progress Reports | At every lesson, notes, assignments and feedback are entered into Mitzvah Tools (www.mitzvahtools.com). Parents and students are asked to check the website weekly. |
| Study Materials | Your Bar / Bat Mitzvah booklet will be given to you by your private mentor. Additional materials will be given out. |
| Student Responsibility with Parent Assistance | <ol style="list-style-type: none">1. Perfect and punctual attendance at lessons.2. Please study daily and work ahead whenever possible.3. Make sure you are finished learning everything for your Bar/Bat Mitzvah at least one month in advance of your date.4. Please provide 24 hour notice if you need to cancel an appointment.5. Changes in appointment times are not always possible. If you need to change your appointment, please contact Sarah Buchanan. Voice mail messages or emails DO NOT guarantee your requested change.6. If you are sick, please reschedule or set up a phone or skype appointment.7. Bring all of your study materials to your lessons.8. Please wear kippot at all times in the Synagogue and offices. |
| Recommendation and Food for Thought | Your child's welfare is always our greatest concern. We as parents derive great <i>nachat</i> (pleasure and pride) when our children perform. Sometimes it is difficult for us to distinguish between the fine line of gentle encouragement and pushing too |

hard. Think about the pressure our children feel as they prepare for their “Big Day” in front of family, friends and a congregation of 1,000 people. Please trust our experience and ability to assess the extent of your child’s participation, the religious content of our service and our desire to balance both families level of participation with the congregation’s spiritual needs. Our goal is to create a meaningful, spiritual and religious experience for everyone in attendance.

School & Vacations

School and national holidays, and/or religious Holy Days and Festivals are observed and no instruction will take place.

Additional Tutoring

We are trying very hard to meet the needs of our students requiring additional tutoring. Your assistance by notifying us in advance when an appointment needs to be changed allows us to provide a student with additional time. We will continue to offer additional tutoring when necessary at no additional charge.

Skills Assessment

Our schools assess our children’s progress by administering tests in Hebrew reading and Judaic knowledge. Tutoring in Hebrew might be required if your child is below a minimal standard. The schools determine if a child is prepared to proceed with private mentoring in preparation for Bar/Bat Mitzvah.

Special Needs

Should you be aware of your child requiring any special educational assistance – it is most helpful if you share this with our staff from the onset. Please contact Cantor Feldman directly or speak with Sarah Buchanan. Sinai Temple is sensitive to the special needs of our B’nai Mitzvah and their families.

Bar/Bat Mitzvah Fee

The Bar/Bat Mitzvah fee covers the cost of the private mentor, framed certificate, personalized books and materials and time spent by various members of the clergy. Additional administrative costs are partially underwritten by the Bar/Bat Mitzvah fee. Any contribution to our Bar/Bat Mitzvah program or if you want to consider underwriting or wish to consider a contribution with a naming opportunity – please contact Cantor Feldman.

Homework Assignments

If your child does not study, we may be forced to limit the amount of their participation in the service to the blessings over the Torah and a few lines of the Haftarah. The student needs to be competent in the assigned material before being assigned additional material. We do not provide additional tutoring for students who do not study

Religious Policies & Proper Etiquette

- 1. Music on Shabbat** Vocal and instrumental music is permitted at Sinai Temple at a celebration provided it evokes the spirit of the day. Selected Israeli folk dancing music, Yiddish and Hebrew music are also allowed. Please ask the B'nai Mitzvah Coordinator for a list of appropriate music.
- 2. Cell Phones** In observance of Shabbat and Festivals, we request all cell phones and devices be turned off and/or silenced so as not to disrupt the service.
- 3. Smoking** SMOKING AND VAPING IS PROHIBITED EVERYWHERE ON TEMPLE PROPERTY INCLUDING THE BUILDING, GARAGES AND PATIOS.
- 4. Shabbat Attire** Women called to the Bimah must have their heads and shoulders covered and skirts should be of modest length. Women may wear slacks and are encouraged to wear a *tallit* (prayer shawl). Men must wear a *tallit* and *kippah* (head covering). Men who are not of the Jewish faith are requested to wear a *kippah* while in the Sanctuary.
- 5. Conduct and Etiquette** To ensure the dignity of the service and your Bar/Bat Mitzvah, think about your friends and guests and discuss with them the following Sinai Temple guidelines:
 - Newborns or infants should be with their parents in the stroller section (back pew) of the Sanctuary.
 - Older children are welcome under proper parental supervision. They must remain seated quietly while in the Sanctuary.
 - Our Mifgash Club has programs for children of all ages and meets every Shabbat and Festival from 9:30 am to 12:00 Noon.
 - DO NOT BRING GIFTS TO THE SYNAGOGUE SERVICE. They can get lost or stolen. Lost or stolen gifts cannot be replaced and no responsibility for them is assumed by Sinai Temple.
 - People are going to be overjoyed at seeing family and friends at this festive occasion. However, kindly withhold greetings while in the Sanctuary during the service. Congratulations are certainly appropriate before or at the end of the service.
 - Gratuitous conversation during the service itself is inappropriate. In addition, no walking is permitted while the Ark is open, the rabbis are delivering the sermon, or when the Torah is being chanted (read from).
 - Invite your child's school friends and classmates. However, please inform them that it is not appropriate to be absent from the ceremony and only attend the party or celebration.
 - It is also inconsiderate to walk in and out of the Sanctuary or Chapel to visit in the foyer or restrooms.
 - We recommend that adults accompany young guests to provide needed supervision during the service.
- 6. Social Amenities and Derech Eretz** We are often asked to whom an invitation should be sent — our Rabbis, Cantors, educators and staff — some or all of them? This is your choice and no expectations exist. Each person will respond

individually. You may send the invitation to Sinai Temple and it will be forwarded to the particular office.

If parents choose to invite faculty members from a particular grade, we encourage them to include all faculty members from that grade so that individuals do not seem favored over others. It is polite to invite their spouses as well.

For various reasons, it may not be possible to invite all your child's past teachers to the Bar/Bat Mitzvah. If parents would like suggestions how to honor their child's teachers, the following are some ideas: purchase books on the teachers' wish list at the book fair for them; donate books to the Blumenthal Library in their honor; plant trees in Israel in their honor; make a donation to Sinai Akiba or Sinai Temple Religious School funds in their honor.

INVITATIONS TO CLASSMATES & FRIENDS

We ask you to be sensitive to feelings of 12 and 13 year olds. We urge you not to exclude a small number of students from your child's Bar/Bat Mitzvah if you are inviting most of the grade or class.

7. Music and Flowers

All bands must adhere to dignified and lawful instrument and equipment loading and unloading procedures. Bands may use hallways, but never the Sanctuary. Also, FLORAL DELIVERIES for private luncheons ARE NOT ACCEPTED ON SHABBAT OR FESTIVALS, so please have your florist plan to deliver the day before. In addition, all vendors, including florists, bands, and DJs must complete and send in a copy of their Certificate of Insurance. Our administration office has the proper form letter that your vendor will need to fill out and return to our Executive Office.

8. Child Care on Shabbat

Sinai Temple offers child care on Saturday mornings, from 9:30 -12:00 in room 112.

Almost Everything Else You Need to Know

Jewish National Fund, Mazon or SOVA

To underscore the spiritual aspect of the Bat/Bat Mitzvah, we encourage you to participate in one or more projects sponsored by the **JEWISH NATIONAL FUND, MAZON, OR SOVA**. It is suggested that you contribute a percentage of what your party will cost you to one or more charitable organizations. This is an important way to teach the true meaning of this day to your child. In this handbook, we have provided additional Tzedakah possibilities.

Honorarium

Honoraria are in keeping with the spirit of your child's Bar/Bat Mitzvah. In honor of your Simcha, it is customary to contribute in your child's honor to the officiating Rabbis and Cantors' Discretionary Funds. You may also wish to express your appreciation to your child's mentor.

Shabbat Morning Kiddush

The B'nai Mitzvah families host the Shabbat morning kiddush immediately following our services. The kiddush is open to all who attend the service. Our Sisterhood takes pride in arranging a beautiful kiddush and takes complete responsibility for purchasing, preparing and serving the challah, wine and pastries. The cost of the kiddush is included in the Bar/Bat Mitzvah fee.

Judaica Shop

Our Judaica Shop has a beautiful and complete line of accessories available including tallitot, kippot, head coverings for men and women and tefillin. The gift store carries the soft candy which may be thrown when the Bar/Bat Mitzvah complete their participation in the service and after they receive their blessing from the officiating Rabbi and Cantor. The gift selection is varied and exquisite.

Photography Videography

Our Temple-approved videographer may record from the audio room above the Main Sanctuary. Please contact our videographer, Peter Hacopian of Silver Reel Video at (818) 688-1346 to make arrangements for the video recording of your Simcha.

As you plan for your child's B'nai Mitzvah, we want to make you aware of Sinai Temple's new policy regarding video recording services in Kohn Chapel. Hiring a videographer is up to you, but Sinai Temple will no longer be able to provide this service. We are reverting to our former policy of inviting B'nai Mitzvah families to hire their own videographer. Just as families are responsible for paying for videotaping in the Main Sanctuary, families will now be responsible for paying for this service in Kohn Chapel. The videographer will be placed in the corner of Kohn Chapel, hidden by lattices and trees, by the outside doors to Beverly Glen. In Elikann and Gold Hall they will be placed in the center behind the last row.

A few weeks prior to the B'nai Mitzvah, please email the name of your videographer, along with your guest list, to Sarah Buchanan at sbuchanan@sinaitemple.org. We will forward the list to our security team so that everyone on the list will be able to enter the building.

Sinai Akiba Academy

On the Thursday morning preceding your child's Bar/Bat Mitzvah, parents of Akiba students have the opportunity to join with the Akiba Middle School in Kohn Chapel where your child will lead services, be called for an Aliyah and read the weekly Torah portion. It is a special occasion because your child will be surrounded by his/her peers and addressed by members of the faculty and administration. A limited number of honors are available for the family, and it is customary to provide refreshments (e.g. cookies or donuts) for the Middle School. Please contact Rabbi Andrew Feig, the Sinai Akiba Rabbi, to schedule your Thursday date and to receive further information at 310.481.3348.

Ushers and Gabbaim

Please observe the suggestions made by our ushers and Gabbaim. They assist the *K'lei Kodesh* and help make your Simcha run smoothly. Members of your family may serve as "greeters" to welcome your family and friends.

FAQs

Who is in charge of the Bar/Bat Mitzvah program?

The entire professional staff is involved with varying aspects of the Bar/Bat Mitzvah program. The Executive Committee and Board of Directors of Sinai Temple establish certain policy and requirements. If you have a question and are not sure whom you should contact, please contact the B'nai Mitzvah Coordinator, Sarah Buchanan sbuchanan@sinaitemple.org or 310.481.3235, and she will direct you to the member of our professional staff who will be able to assist you.

What is the Bar/Bat Mitzvah fee applied to and when is it due?

The fee is used to underwrite a portion of the expenses incurred by the synagogue in providing your child a private tutor, meeting with the Cantors and Rabbis and for materials. One third of the fee is due 60 days after the assignment of the Bar/Bat Mitzvah date. The balance is due one year prior to the Simcha. If the Bar/Bat Mitzvah fee is not received, the date is forfeited and private mentoring will not begin.

Why can't we have additional honors during our child's Bar/Bat Mitzvah?

We wish we could give more honors to all of our families. We are blessed with many life cycle events, which are celebrated by being called to the Torah. Unfortunately, we do not have enough honors available to fulfill the many requests we receive every week. The B'nai Mitzvah and their families receive most of the honors. Torah in the Round and the Family Minyan each have their own policy regarding honors for a Bat/Bat Mitzvah celebrated at their service.

Do I contact the Temple to schedule the various appointments my child will be having with the Rabbis, Cantor, and private instructors?

We will contact you to schedule your child's various appointments. However, infrequently an oversight may occur. If you think your child is overdue for an appointment based on the information contained in the section entitled the "Parent's Ultimate Bar/Bat Mitzvah Checklist", please contact the appropriate office i.e. Rabbi, Cantor or private mentor, immediately.

What can I do to assist my child in preparing for the Bar/Bat Mitzvah?

Take an active role in the B'nai Mitzvah process. Attend an adult education class. Light candles on Friday night and recite the Kiddush. Attend Shabbat services with your family. Make sure your child is studying the assignments given by the private mentor. Attend private mentoring sessions periodically. Speak to the mentor. Study with your child. Encourage your child to chant their Torah, Haftarah, and Tefilot for you.

If you have a question – whom do you contact?

If you have a question, please call us at your convenience and the following persons will be delighted to assist you. Your questions are important to us, so please do not hesitate to call or email:

Clergy

Rabbi David Wolpe Email dwolpe@sinaitemple.org or direct (310) 481-3242

Rabbi Nicole Guzik Email nguzik@sinaitemple.org or direct (310) 481-3234

Rabbi Erez Sherman Email esherman@sinaitemple.org or direct (310) 481-3234

Rabbi Sam Rotenberg Email srotenberg@sinaitemple.org or direct (310) 481-3234

Cantor Marcus Feldman Email mfeldman@sinaitemple.org or direct (310) 481-3235

Rabbi Adam Rosenthal (Ritual Director) Email arosenthal@sinaitemple.org or direct (310) 481-3201

Sarah Buchanan

B'nai Mitzvah Coordinator & Administrative assistant to Cantor Feldman

Email: sbuchanan@sinaitemple.org or direct (310)481-3235

- Bar/Bat Mitzvah date scheduling
- Private mentoring scheduling
- Picture and article for Sinai Community Connection
- Honors and aliyot in the Ziegler Sanctuary
- Scheduling a photo session in Ziegler Sanctuary & Kohn Chapel
- Questions regarding B'nai Mitzvah eligibility
- Final rehearsal scheduling

Ellen Pierson,

Administrative Assistant to Rabbi Guzik, Rabbi Sherman & Rabbi Rotenberg

Email: epierson@sinaitemple.org or direct (310)481-3234

- Honors and aliyot in Torah in the Round
- Honors and aliyot in the Family Minyan
- Torah in the Round Shabbat Morning Service
- Family Minyan Shabbat Morning Service

Aliya Slepko

Membership & Project Manager

Email: aslepko@sinaitemple.org or direct (310)481-3246

- Membership status/billing
- Membership profile updates (change of address, phone etc.)

Rabbi Feig

Sinai Akiba Academy

Email: afeig@lainerschool.org or direct (310)481-3348

- Questions regarding Sinai Akiba
- Bar/Bat Mitzvah party dates

Danielle Kassin

Religious School Director

Email: dkassin@sinaitemple.org or direct (310)481-3271

- Questions regarding Religious School

Catering

- **Sisterhood Catering** Jina Rezvanpour Email: rezvanpour@aol.com direct: (310) 991-2509
- **Pats Catering** Michelle Andre Email: michelleandre.pats@gmail.com direct: (310) 205-8707

What Happens the Day After Post Bar/Bat Mitzvah Possibilities

Mazal Tov! You should be very proud of your achievements. You have learned so much and have come so far in these last few years. You see yourself in the mirror and can't believe it is really you looking back. Your friends and parents have seen the same changes in you and derive tremendous joy from the person you are becoming. However, you haven't finished changing. You have a long way to go and there is still a great deal more for you to learn.

Chai School– Chai School is for teens in 8th –12th grade who meet twice a month on Sundays from 9:30 am-12:30 pm. It's an engaging, dynamic, elective-based program. Students choose from a variety of awesome electives while enjoying a latte or smoothie and hanging out with friends! Community service opportunities include working with Holocaust Survivors and students with special needs. Work towards Confirmation and a trip to Washington D.C.! Electives include: AIPAC, Darfur, Jewish Values, Debate Ethical Dilemmas, Israel, Service Learning, Inspirational Guest Speakers, Conversational Hebrew, Jewish Cooking, IDF Training, Acting, and much more! Please contact us at 310.481.3266 for more information.

Los Angeles Hebrew High School – An alternative for the coming year(s). LAHHS offers a full complement of classes, weekend encampments at Camp Ramah and the opportunity to meet with 400 high school students from all over the Los Angeles area. Incidentally, if you complete the entire LAHHS program (through 12th grade) you will be eligible for full foreign language credit for college.

Sinai Temple Teen Center – Our United Synagogue Youth chapter offers a full range of activities and programs for you and your friends. Students in 8th – 12th grades find the kind of friends in USY that they want to stay in touch with for the rest of their lives. As a Bar/Bar Mitzvah here at Sinai you automatically receive a free one-year membership in USY. So, take full advantage of it! Go to awesome events and make wonderful friends. Attend the AIPAC teen summit, rebuild homes for victims of Hurricane Katrina and many more exciting *tikkun olam* projects. You can also join the USY board and organize and plan events. Whatever you choose, getting involved in USY is one of the best decisions you will ever make!

Trip to Israel – Celebrate your family's milestone occasion with a memorable tour to Israel. Choose to join one of Ayelet's Bar/Bat Mitzvah Group Tours or arrange a private family tour according to your specific dates and preferences. Hold your ceremony at one of many beautiful and meaningful Israel locations, including the Southern Wall, Masada, or overlooking Jerusalem from the Haas Promenade.

No matter which program you select, your choice will fulfill the true meaning of Bar/Bat Mitzvah. Jewish education is a lifelong spiritual journey. May you continue throughout your life to embrace our heritage and grow as a person by making Jewish study an integral part of your life.

TEN BOOKS EVERY FAMILY SHOULD HAVE

By Rabbi David Wolpe

What are ten standard Jewish books that should be in every home? In compiling a list I have neglected many books that I love, but the idea is to suggest accessible books that have lasting value. Here is a list of books, which may be pulled off the shelf by an older child, or an adult in an idle hour. Some are for study, some for reading straight through. All should find their place in your Jewish library.

1. First is the **Etz Chaim**, the new Conservative Torah, which we use in the synagogue. This recent winner of the National Jewish Book Award is a collection of the best of recent Jewish scholarship and ancient commentary on the Torah.

2. Next is **TANAKH**, the Jewish Publications Society's translation of the entire Bible -- Torah (the five books) Nevi'im (the prophets) and Ketuvim (the writings.). In understandable English, the translation allows us access to the sacred texts of our people, and the central book of Western civilization.

3. An introduction to the Talmud. One useful compendium of teachings is **Everyman's Talmud** by Abraham Cohen. Also very good is the **Essential Talmud** by Adin Steinsaltz. Jacob Neusner has written several excellent books of introduction to the Talmud and midrash. Another popular writer who takes a more traditional line is Aryeh Kaplan.

4. A good introductory work of Jewish mysticism. Here I would suggest **The Mystic Quest** by David Ariel, or perhaps **The Thirteen Petalled Rose** by Adin Steinsaltz. For those who can find it, I would also strongly recommend Herbert Wiener's beautiful **9 1/2 Mystics**, an introduction to major mystics around the world. For the more ambitious, the standard works by Gershon Scholem and the new, brilliant scholarship of Moshe Idel are very important.

5. A history of the remarkable Jewish journey. The most readable and fun is Max Diamont's **Jews God and History**. It is a little outdated, but for the excitement of the general sweep of Jewish history it remains unexcelled. Other readable general histories are Chaim Potok's **Wanderings** and Paul Johnson's **History of the Jews**.

6. A wonderful story is Milton Steinberg's **As A Driven Leaf** which introduces us to the world of the Jewish sages. No other novel gives so vivid a picture of the world of the Rabbis, and grippingly depicts how our tradition was shaped.

7. Abraham Joshua Heschel's classic **The Sabbath**. This is the brief, beautiful masterpiece of a wonderful theologian and writer who powerfully influenced modern Judaism.

8. **Jewish Literacy** by Joseph Telushkin or **Essential Judaism** by George Robinson. Both of these are useful as reference books, and delightful to simply read through to understand the byways of our rich, fascinating heritage. A similar book, compellingly written, is Herman Wouk's **This is My God**.

9. **Night** by Elie Wiesel. There are libraries of books on the holocaust but nothing else gives the condensed horror of this most chilling period in human history. Wiesel is a witness, an artist and a deeply learned Jew. All of his many gifts combined to create this enduring masterpiece. It stands alongside of Primo Levi's powerful **Survival in**

Auschwitz and **The Diary of Anne Frank** as books that not only all Jews, but all members of the human race, ought to read.

10. A good prayer book. **Siddur Lev Shalem** is one choice, but there are many, with annotations and additions. Buy one that you can hand down through the generations, since the more a prayer book is used the more holiness gathers in it.

As an addendum, a personal note: two of my books, **Why be Jewish** and **The Healer of Shattered Hearts: A Jewish View of God** have bibliographies in the back citing other works as well. There are also anthologies and many other works, which are helpful. Additionally, if you have small children, you might find a book I wrote called **Teaching Your Children About God** useful as well. Good luck and good reading!

BIBLIOGRAPHY ON BAR & BAT MITZVAH FOR PARENTS AND YOUNG PEOPLE

We are blessed to have one of the finest Judaica Libraries in all of Southern California. Our excellent staff will be delighted to assist you in finding books, which will help you and your family prepare for this wonderful journey of Bar/Bat Mitzvah.

The following selected books from the Sinai Temple Blumenthal Library can extend and enrich the experience of becoming Bar/Bat Mitzvah. Those marked with an asterisk (*) are especially intended for pre-Bar/Bat Mitzvah-age readers.

Library hours are from 9:00 am to 3:00 pm on Sundays mornings; 8:00 am-5:30 pm on Monday - Thursday; 8:00 am-3:30pm on Fridays, (8:00 am-2:30 pm in winter). We are closed on Shabbat.

I. GENERAL WORKS ON JUDAISM

1. Feinstein, Edward. **Tough Questions Jews Ask**—a young adult's guide to building a Jewish life Woodstock, Vt: Jewish Lights Pub, 2003. Answers questions on Jewish life and practice.
2. Gelernter, David Hillel. **Judaism—A Way of Being**. New Haven, CT: Yale University, 2009. Examines the theology of Judaism.
3. Steinberg, Milton. **Basic Judaism**. Jason Aronson, 1987. Summary: Basic introduction to the origins, practices, and philosophy of Judaism.
4. Telushkin, Joseph. **Jewish Literacy**. William Morrow, 1991. Summary: Compendium on the essential trends, concepts and personalities of Jewish history, religion and culture.

II. INTRODUCTION TO BAR/BAT MITZVAH HISTORY AND CUSTOMS

1. Cohen, Nachman. **Bar/Bat Mitzvah and Beyond**. Torah Lishmah Institute, 1988. Summary: Manual following a traditional approach on the laws of becoming a Bar/Bat Mitzvah, review of mitzvot, and an in-depth study of the Thirteen Articles of Faith.
2. Davis, Judith. **Whose Bar/Bat Mitzvah is this Anyway?** – A Guide for Parents Through a Family Rite of Passage. St. Martin's Griffin, 1998. Summary: Examines how the Bar/Bat Mitzvah experience has a psychological effect on the entire family and what can be done to make it a meaningful experience for everyone involved.
3. Kimmel, Eric A. **Bar Mitzvah and Bat Mitzvah**. Viking, 1995. Summary: Provides historical background, explanations of ceremonial objects and rituals, and real-life stories about Bar/Bat Mitzvah.
4. Oppenheimer, Mark. **Thirteen and A Day—the Bar and Bat Mitzvah Across America**. NY: Farrar, Straus and Giroux, 2005. Examines and describes different Bar/Bat Mitzvah ceremonies throughout the United States.
5. Rossel, Seymour. **A Spiritual Journey – The Bar Mitzvah and Bat Mitzvah**. Behrman House, 1993. Summary: Combines practical issues of becoming a Bar/ Bat Mitzvah with exploration of the deeper emotional and spiritual meaning.
6. Salkin, Jeffrey K. For Kids: **Putting God on the Guest List**. Jewish Lights, 1998. Summary: How to claim the spiritual meaning of your Bar/Bat Mitzvah.

7. Strassfeld, Michael and Sharon. **The Second Jewish Catalog**. Jewish Publication Society, 1976, pp.61-81. Summary: An outstanding chapter on Bar/Bat Mitzvah, and modes of celebration. Many ideas are presented for supplemental learning experiences (some of which could become family projects) and for party planning. (Incidentally, the three-volume Jewish Catalog set is a good Bar/Bat Mitzvah gift and home reference).

III. PRACTICAL GUIDES

1. Bob, Steven M, and Howard, Lisa Bob. **The Bar and Bat Mitzvah Manual—six steps to a memorable family celebration**. Springfield, NJ: Behrman House, Inc. 2008. Guidebook for organizing the Bar/Bat Mitzvah ceremony and celebration.
2. Metter, Bert, and Joan Reilly, illus. **Bar Mitzvah, Bat Mitzvah—the ceremony, the party, and how the day came to be**. NY: Clarion/Houghton Mifflin, 2007. Describes the history of the Bar/Bat Mitzvah ceremony.
6. Lewit, Jane and Ellen Robinson Epstein. **The Bar/Bat Mitzvah Plan Book**. Scarborough House, 1991. Updated version of a 1982 work with a step-by-step approach to the Bar/Bat Mitzvah planning process and experience.
4. Moskovitz, Patti. **The Complete Bar/Bat Mitzvah Book—everything you need to plan a meaningful celebration**. Franklin Lakes, NJ: Career, 2000. Resource book for parents and students focusing on both the Bar/Bat Mitzvah service and reception.

“Genuine reverence for the sanctity of study is bound to invoke in the pupils the awareness that study is not an ordeal but an act of edification; that the school is a sanctuary, not a factory; that study is a form of worship. True learning is a way of relating oneself to something, which is both eternal and universal...” from “The Insecurity of Freedom” by Abraham Joshua Heschel



SINAI TEMPLE BAR/BAT MITZVAH ELIGIBILITY REQUIREMENTS

The following policies are required for children and their families to fulfill in order to establish eligibility and guarantee that he/she may have a Bar/Bat Mitzvah ceremony at Sinai Temple:

1. The child, immediately prior to the Bar/Bat Mitzvah, must complete at least five (5) consecutive years of study in our Sinai Temple Religious School, or be a student at Sinai Akiba Academy or enrolled by the 5th grade. Additionally, the family must be a member of Sinai Temple, in good standing, and its account must be current, including all membership fees, pledges, tuition, and any other financial obligations. A Bar/Bat Mitzvah date assignment may not be considered or discussed until these financial obligations are met.
2. If the Bar/Bat Mitzvah candidate does not meet the requirements as outlined in Paragraph "1" but is coming from another school where they have been enrolled and parents wish to have these years of schooling considered towards Sinai's required five year eligibility policy, a B'nai Mitzvah Eligibility Request Form ("Eligibility Form") needs to be completed by the child's parents.
3. The information requested in the Eligibility Form includes:
 - Copy of the child's transcripts if the child has attended another accredited religious school or Jewish day school.
 - Written proof of family's past congregational membership if not a member of Sinai Temple over the past three years.
4. If any information provided regarding a child's enrollment and attendance in an accredited religious school program or of the family's past synagogue involvement is found to be inaccurate or misleading, Sinai Temple reserves the right to deny the scheduling of a date for Bar/ Bat Mitzvah.
5. The Eligibility Form shall be reviewed by a committee consisting of members of the professional staff, lay committee members, and the President of the Temple and/or his or her designee. The committee may choose to meet with the family and the Bar/Bat Mitzvah. In the event a child has not completed the requirements contained in paragraph "1," the committee may require:
 - The Bar/Bat Mitzvah be delayed,
 - The child may be required to take additional classes,
 - The child may be required to obtain a private tutor,
 - The child may be requested to complete additional projects and/or additional assignments.

6. The Bar/Bat Mitzvah is required to complete his or her religious studies for the balance of the school year in which the celebration takes place. This means that if a Bar/Bat Mitzvah is celebrating a Bar/Bat Mitzvah service on or after September 1st of any given year, he or she is required to attend an accredited religious school program for the remaining academic year. Furthermore, students who have completed five (5) years of Religious School studies or have graduated from Sinia Akiba of Sinai Temple or another accepted Jewish Day School prior to the year of their Bar or Bat Mitzvah are required to attend Chai School, a Sinai Program for graduates of Sinai Akiba, Milken Community High School, Shalhevet High School, Los Angeles Hebrew High School, or another accredited Jewish school in the year of their Bar/Bat Mitzvah.

7. Sinai Temple recognizes the needs of committed members of the congregation who have children with significant learning disabilities. Therefore, private instruction under the direction of our Director of Religious School may be discussed. For these issues only a special Bar/Bat Mitzvah may be arranged with the Senior Cantor. The family needs to contact the Bar/Bat Mitzvah Coordinator to set up an appointment with the Director of the Religious School and the Senior Cantor to discuss the possible alternatives for the child with significant learning disabilities.

8. If the Bar/Bat Mitzvah Fee is not paid in full one year prior to the date of the Bar/Bat Mitzvah, a cancellation of the reserved date may result.

9. If the Bar/Bat Mitzvah Policy of Sinai Temple is not followed, a date for a Bar/Bat Mitzvah may not be given and immediate cancellation of a scheduled date may occur. Notification of a cancellation of a Bar/Bat Mitzvah date shall be in writing. Members that tender their resignation or do not renew their membership automatically lose their assigned Bar/Bat Mitzvah date.

We have read and understand the Sinai Temple Bar/Bat Mitzvah Eligibility Requirements Policy and adopted by the Board of Directors of Sinai Temple. We agree and accept the policy and shall adhere to its requirements. Agreed:

Parent's Signature

Child's Name

Date

For questions regarding the Bar/Bat Mitzvah policies or an upcoming Bnai Mitzvah ceremony, please contact Sarah Buchanan, B'nai Mitzvah Coordinator, at (310) 481-3235 or sbuchanan@sinaitemple.org for additional information.

B'nai Mitzvah Scheduling Procedure

The following policy has been adopted by the Sinai Temple Board of Directors, to ensure equality and fairness in the assignment and scheduling of B'nai Mitzvah dates. Every family is important to the clergy and the leadership of our congregation, and we strive to serve your family's spiritual needs to the best of our ability. We look forward to your Simcha and the opportunity to celebrate this important milestone with you.

Scheduling

1. The assigned date is the closest date following the thirteenth anniversary of your child's Jewish birth date. Dates are not assigned prior to the thirteenth Jewish birth date.
2. Typically, scheduling will occur in order of the B'nai Mitzvah Jewish birth date.
3. We assign B'nai Mitzvah dates on Shabbat morning and mornings of Holidays i.e. Sukkot and Shavuot.
4. We do not schedule B'nai Mitzvah on Rosh Hashanah, Yom Kippur or Rosh Hodesh.
5. Depending on the number of students in any given year, it is the policy of the synagogue to schedule two B'nai Mitzvah in the Ziegler Sanctuary.
6. We make every effort to avoid scheduling more than one Akiba student on a Shabbat, however with 70% of the students coming from Akiba that is usually not possible.

Venue Selection

1. A Bar/Bat Mitzvah may be scheduled in the Ziegler Sanctuary, at the Shabbat Family Minyan Service or Torah in the Round.
2. The Bar/Bat Mitzvah family may select the service of its choice. However, Torah in the Round and Family Minyan have established minimum requirements, which must be met in order to celebrate at their service. A family must meet with the officiating rabbi and commit in writing to the requirements.
3. The Family Minyan Bar/Bat Mitzvah is on the 2nd and 4th Shabbat of each month and on the first day of Passover, Shavuot and Sukkot.
4. Torah in the Round meets on the 3rd Shabbat of each month.
5. Torah in the Round and Family Minyan meet in Kohn Chapel if the anticipated attendance (invited guests plus regular attendees) is less than 220 people.
6. A room set-up fee may be charged to the family for the additional cost incurred by the Synagogue.
7. In order to schedule the service in Barad Hall, a contract must be consummated with the temple caterers for a Shabbat Kiddush/Luncheon following the service. Otherwise, the caterer reserves the right to use Barad Hall and Elikann for a catered affair up to 30 days prior to any given date. A room set-up fee is charged to the Bar/Bat Mitzvah family for the additional cost incurred by the Synagogue.

Participating Mitzvah Project Volunteer Organizations

ACCESS BOOKS (accessbooks.net/get-involved): Visiting rep - Lori Kanpfner
Provides quality, high-interest books to Southern California's most impoverished school libraries. Families and B'nai Mitzvah kids can volunteer to collect books through book drives and help organize and label books at libraries.

AHEAD WITH HORSES (<http://aheadwithhorsesla.org>): Visiting reps?
Maximizes the potential of disabled/disadvantaged/special-needs children by providing developmental therapy, education and recreation through horses and the environment, with measurable improvement physically, mentally, socially and/or emotionally resulting in increased self-sufficiency and the ability to lead better and more independent and productive lives capable of contributing to society. Family and B'nai Mitzvah opportunities involve assisting therapy sessions and Special Day activities.

ALEXANDRIA HOUSE (alexandriahouse.org/volunteer.html) - Visiting rep - Yajaira Nunez
A transitional residence providing safe housing and supportive programs for women and children in the process of moving from emergency shelter to a permanent home. Family and B'nai Mitzvah opportunities involve cooking meals for residents and after school tutor and play programs.

BEST BUDDIES (<http://www.bestbuddiescalifornia.org>): Visiting reps - Ryan Erickson-Kulas, Juliet Udeuchu, Michelle Homami- michellehomami@bestbuddies.org
Founded in 1989 by Anthony Kennedy Shriver, it's a vibrant, international organization that has grown to 1,500 chapters worldwide and is dedicated to a global volunteer movement that creates opportunities for one-to-one friendships, integrated employment and leadership development for people with intellectual and developmental disabilities. Family opportunities include "e-Buddies," which promotes social inclusion online for people with intellectual and developmental disabilities. B'nai Mitzvah projects pair middle school students with intellectual and developmental disabilities in one-to-one friendships.

BIG SUNDAY (bigsunday.org/get-involved): Visiting reps - Beemish Dhanani and Rob Zaremsky
Their mission is to build community through service. They run a calendar with about seventy different volunteer opportunities per month, many of which families can participate. For example: Monthly on Melrose is a series of workshops, collections, performances and parties to benefit their nonprofit partners. Held at their offices on Melrose Avenue in L.A., hundreds of volunteers at each of these events help the Big Sunday staff connect with low-income children, kids with disabilities, vets and women and children from various shelters.

BJE IMPACT (www.bjeimpact.org): Visiting rep - Alisha Pedowitz (APedowitz@bjela.org)
A program of the Bureau of Jewish Education that helps direct kids to B'nai Mitzvah projects and steers all kids to volunteer opportunities that match their interests and passions.

CHAI LIFELIFE (www.chailifeline.org/volunteer.php): Visiting rep - Tzivia lieberman
Brings joy to the lives of young patients and their families through creative, innovative, and effective family-centered programs, activities, and services. Families can visit recuperating children and their siblings in their home; work on toy drives and organize and deliver holiday gift package; prepare and/or deliver nutritious meals to hospitalized or recuperating children and their families; drive children and parents to medical appointments and tutor - sharing Judaic/Hebrew knowledge with hospitalized or recuperating children.

FOOD FORWARD (<http://foodforward.org/events>): Visiting rep - Susan Lasken, Karen

Mariglia, Melanie McQueen

Food Forward rescues fresh local produce that would otherwise go to waste, connecting this abundance with people in need, and inspiring others to do the same.

FRIENDSHIP CIRCLE (www.fcla.org): Visiting reps - Chanie Lazaroff, Rivka New and Chami Groner

Provides Jewish children who have special needs with a full range of social, recreational, educational and Judaic experiences; provides their parents with respite and support; and enriches, inspire and motivates Jewish teenagers through sharing of themselves with others. Many volunteer opportunities for families and B'nai Mitzvah kids through a one of about ten programs they run.

GARDEN SCHOOL FOUNDATION (<http://www.gardenschoolfoundation.org>): Visiting rep - Shelby Crowell

GSF's mission is to provide meaningful education for underserved youth in Los Angeles through garden-based learning in outdoor living classrooms. We work with Title 1 schools to sustainably implement our curriculum of experiential standards-based lessons in all academic subjects, as well as cooking and nutrition, to strengthen the connection between education, health, environmental awareness, and thriving communities

JEWISH WORLD WATCH (<http://jww.org>): Visiting reps – Vaughan Meyer, Hannah Mandel and Jessica Hirt

JWW is a hands-on leader in the fight against genocide and mass atrocities, engaging individuals and communities to take local actions that produce powerful global results.

LA FAMILY HOUSING (www.lafh.org) – Visiting reps - Joyce Lee and Angel Lu

LA Family Housing's "mission is to help families transition out of homelessness and poverty through a continuum of housing enriched with supportive services."

MAZON (www.mazon.org) Visiting reps- Sara Hahn and Jonathan Rich

An advocacy group working to end hunger among people of all faiths and backgrounds in the United States and Israel. They have a comprehensive B'nai Mitzvah guide to help kids find meaningful projects that connect with their mission.

MILK AND BOOKIES (<http://www.milkandbookies.org>): Visiting reps - Alesha Dailey and Andrea Yamamoto

Milk+Bookies is a nationwide charitable organization that gets books into the hands of thousands of children who need them. Your help also makes the Milk+Bookies movement and its instructional efforts possible, and gives young hosts across the country the ability to orchestrate their own successful story time celebrations.

PROJECT CHICKEN SOUP (<http://www.projectchickensoup.org>) – Visiting rep -Cathryn Friedman

Project Chicken Soup is a non-profit organization that prepares and delivers free, nutritious, kosher meals to people in the greater Los Angeles area living with HIV/AIDS, cancer and other serious illnesses. These services are provided with love and compassion to all persons regardless of faith or religious belief.

RONALD MCDONALD HOUSE (<http://rmhcsc.org/losangeles/>) – Visiting rep - Cortney DeLotto

A unique feature of our House is the long-term housing wing that was designed to meet the special needs of bone-marrow transplant patients. Treatment for these patients requires an extensive hospital stay, anywhere from two to eight months, and the apartment-style wing provides an atmosphere that feels more like home. Today, the Los Angeles Ronald McDonald House can accommodate 75 families each night and continues to serve as a “home away from home” for hundreds each year. Since its chartering, the House has served more than 30,000 families from all states in the U.S. and more than 45 countries across the world.

STUDENTS STAND WITH MALALA (Table only)

Our goal is to enable girls to complete 12 years of safe, quality education so that they can achieve their potential and be positive change-makers in their families and communities. We work with partners all over the world helping to empower girls and **amplify** their voices; we **invest** in local education leaders and programmes; and we **advocate** for more resources for education and safe schools for every child.

STOP HUNGER NOW (www.stophunger.org): Ryan Pond - rpond@stophungernow.org

Stop Hunger Now is an international hunger relief agency that has been fulfilling its commitment to end hunger for more than 15 years. Since 1998, the organization has coordinated the distribution of food and other lifesaving aid to children and families in countries all over the world.

UNION RESCUE MISSION (<http://urm.org>): Visiting rep - Alex Cornejo

Union Rescue Mission (URM) is dedicated to serving men, women, and children experiencing homelessness. We provide comprehensive emergency and long-term services to our guests to help them escape the dangerous streets of Skid Row.

VISTA DEL MAR (vistadelmar.org): Visiting rep -

Vista Del Mar Child and Family Services' mission is to provide comprehensive, family-centered social, educational and behavioral health services that encourage children, adolescents and their families to lead self-reliant, stable and productive lives. Family & B'nai Mitzvah projects involve volunteering for many activities they hold on their Cheviot Hills campus.

ZIMMER MUSEUM (<http://www.zimmermuseum.org>): Visiting rep - Kaila Jackson

The Zimmer Children's Museum's mission is to make a better society through interactive learning, creative self-expression and art experiences for children and families. We are dedicated to teaching people about the BIG IDEAS of global citizenship, community responsibility, and cultural sensitivity.



Los Angeles Museum of the Holocaust IN PAN PACIFIC PARK

A Message for Participants and Families

Thank you for accepting the invitation to participate in LAMOTH's **B'nai Mitzvah: Acts of Memory**. By this simple act, children who perished in the Shoah are being remembered, one child at a time. To date more than 27,000 children in over 1,100 congregations worldwide have accepted this invitation.

This is a sacred responsibility, and the name that you have received is given only to you. We ask that you immediately register the name that you have received by visiting www.lamoth.org. Click on the box "For B'nai Mitzvah: Request a Name" and complete the form. Your information allows us to keep an accurate record of names of children given to participants, and we can send you reminders to remember your lost child and teen program information.

Some important things to know about participation in **B'nai Mitzvah: Acts of Memory**:

- Each participant can remember their child in a way that is meaningful to them personally. Our website has ideas and suggestions.
- There is no cost to families or synagogues to participate. The program is supported by voluntary donations, as well as contributions from individuals, synagogues and foundations.

The LAMOTH website also includes program material and information that will enhance your participation in the project. This includes:

- Student information, including how to research information about a child, and suggestions for ways to honor and remember a child
- Parent resources, including order forms for personalized certificates and pamphlets
- Newsletters, articles, and information about the project
 - Online donation form

If you have questions, please contact Elly Cohen, Project Administrator at 415-265-9801 or elly@lamoth.org.

B'nai Mitzvah: Acts of Memory
Los Angeles Museum of the Holocaust
100 The Grove Drive, Los Angeles, CA 90036
www.lamoth.org

GLOSSARY OF TRANSLITERATED HEBREW TERMS
(from “*The Encyclopedia of Jewish Prayer*” by Macy Nulman)

ALIYAH - Pl. aliyot (lit. “ascending”); a term for describing a person(s) who is “called up” to the reading of the Torah.

AMIDAH – Lit. “standing”; the eighteen benedictions (now nineteen) that are said daily while standing. On Sabbath and festivals seven benedictions are uttered and on Musaf of Rosh Hashanah nine benedictions are recited. *Amidah* is also called *Sh’moneh Esrei*.

AVOT – “Fathers”; the first benediction in the *Amidah* naming the three patriarchs – Abraham, Isaac, and Jacob.

BA’AL K’RIAH – Also called *ba’al korei*; officiant who reads the Torah from the scroll in the synagogue with proper accentuation and cantillation.

BA’AL MUSAF – Officiant who leads the congregation in *Musaf* (“addition”) service on the Sabbath and festivals.

BA’AL SHACHRIT – Officiant who chants the morning service (*Shachrit*).

BA’AL T’FILLAH – Lit. “master of the prayer”; generally used in contrast to *hazzan* to designate a person who leads the prayers with a pleasing voice and in a simple style.

BAR MITZVAH – Lit. “son of commandment”; a boy who has reached his thirteenth birthday is called a *Bar Mitzvah*.

BAT MITZVAH – Lit. “daughter of commandment”; a girl who has reached her thirteenth birthday is called a *Bat Mitzvah*.

BIMA – Lit. “platform”; the raised platform, in a synagogue, where the reading desk is placed; Sephardim call it *taybah* (“box”).

BIRKAT HAMAZON – The blessing for food known also as grace after meals.

BIRKAT HATORAH – The two Torah blessings pronounced over the Torah by the person honored with an *Aliyah*.

B’NAI MITZVAH - The masculine plural form of Bar and Bat Mitzvah.

B’NOT MITZVAH – The feminine plural form of Bat Mitzvah.

D’VAR TORAH – the B’nai Mitzvah delivers a brief address incorporating a personal interpretation of the meaning derived from the Parasha.

GABBAI – Pl. *gabba'im*; lit. “collector”; originally a collector of dues and/or charitable donations; later the synagogue official who oversees the religious needs of the congregation.

GEVUROT – Lit. “Powers”; name given to the second benediction of the *Amidah*.

HAFTARAH – Lit. “leave-taking”; a portion from which the prophetic books, read after reading the Torah portion on Sabbaths and festivals by B’nai Mitzvah.

HAGBAH – Lit. “a lifting”; the raising of the Torah scroll after the reading of the Torah.

HAKKAFAH – Pl. *hakkafot*; (1) processional circuits made with the Torah scroll on the festival of the *Simhat Torah*; (2) processional circuits made around with the deceased's coffin.

HALLEL – Lit. “praise”; Pss. 113-118 recited in the morning service of Rosh Hodesh, Hanukkah, and the Three Pilgrimage Festivals.

HAVDALAH – Lit. “separation”; the blessing recited over wine, light, and spices, by which the Sabbath and festivals are ushered out.

HAZZAN – Pl. *hazzanim*; in Temple and Talmudic days, a general Communal functionary; since about the sixth and seventh centuries, the reader (cantor) who recites aloud the prayers before the congregation.

CHOL HAMO-AYD – Lit “weekday of the festival”; name applied to the intermediary days of *Pesah* and *Sukkot*.

KABBALAT SHABBAT – Lit. “Welcoming the Sabbath”; the opening service on the Friday evening preceding the ARVIT SERVICE.

KADDISH – Lit. sanctification”; the doxology recited to mark the end of principal sections in the prayer service. It is also a name given to the prayer for the departed.

KEDUSHAH – Lit. “sanctification”; name given to three different forms of prayer comprising scriptural verses (Isa. 6:3; Ez. 3:12; Ps. 146:10) in which angels sing of the holiness of God and sanctify Him. Various texts link these responses.

KIDDUSH – Lit. “sanctification”; the blessing (over wine) by which the Sabbath or festival is ushered in.

MA'ARIV – The evening service; a word used interchangeably with *Avrit*.

MAFTIR – The last aliyah and section of the Torah Reading reserved for the B'nai Mitzvah. Also refers to the HafTarah read by the B'nai Mitzvah.

MINHAG – Pl. *minhagim*; ritual custom(s) or synagogue rite(s). The prayer customs of a given sector of Jewry (Ashkenazim or Sephardim).

MINCHAH – Afternoon service. In the Temple times it referred to meal offering.

MINYAN – A quorum of ten male adults, the minimum required for public worship.

MITZVAH – “Commandment” or “good deed.”

MUSAF – Originally the additional sacrifice offered in the Temple. After Temple times it referred to the additional service comprising a supplementary *Amidah* recited during the morning service on the Sabbaths and festivals.

NUSACH – Pl. *nuscha'ot* (Ar.) or *nusachim* (Heb.); a word meaning “version,” applied to various rites of prayer (*Nusach Ashkenaz*; *Nusach Sephard*; *Nusach Ari*). The word is also applied to a melodic pattern or prayer mode in the synagogue chant.

OLEH – Lit. “ascender”; a person who ascends the reader's desk for an Aliyah.

OMER – Lit. “sheaf”; the first sheaf cut during the barley harvest and offered as a sacrifice on the second day of Passover, before the new cereals of that year were

forbidden to use. Seven weeks from that day and culminating on *Shavu'ot* (forty-nine days) is known as the period of Counting the *Omer*, a practice retained to this day.

PARASHAH – Pl. *parashot*; a section of the Pentateuch, that is, the “portion of the week” read in the synagogue on the Sabbath. The term is used interchangeably with SIDRAH.

PESAH – Passover; first of the Pilgrimage Festivals.

P'SUKEI D'ZIMRAH – Versus of Song; name designated for a number of psalms read at the beginning of the morning service. Sephardim call this section ZEMIROT.

ROSH HASHANAH – Lit. “head of the year”; the New Year commencing on the first of *Tishre*.

SEFER (1) A term denoting a Hebrew book; (2) the Torah scroll is also referred to as the *Sefer Torah*.

SHACHRIT – Lit. “dawn”; the first prayer service of the day that takes place in the morning.

SHALIACH TZIBBUR – An all embracing name meaning “messenger” or “emissary” of the congregation, applied to the person who recites the prayers aloud before the congregation.

SHEMINI ATZERET – The eight-day of the festival of *Sukkot* (Lev. 23:36) celebrated as a separate holiday.

SHEMONEH ESREI – Lit. “eighteen”; a term used synonymously with *Amidah*. Although an additional benediction was added, bringing the number to nineteen, the appellation *Shemoneh Esrei* was retained.

SHOFAR – Lit. “ram’s horn”; an instrument used during the prayer service, particularly during the High Holy Days.

SHOCHET – Ritual slaughter of animals or fowl.

SIDDUR – Pl. *siddurim*; word meaning “order: given to the daily and Sabbath prayer book.

SIDRAH – Pl. *sidrot*; a portion of the Pentateuch read in the synagogue on the Sabbath.

SIMHAT TORAH – Lit. “Rejoicing of the Law”; festival marking the completion of the reading the Torah in the synagogue. In Israel it is observed on the eight day of *Sukkot*, in the Diaspora it is held on the following day.

SIVAN – The third month in the Jewish calendar, corresponding to May or June.

SUKKOT – The Feast of Tabernacles, one of the Three Pilgrimage Festivals.

TALLIT– A four-cornered shawl with tzitzit (fringes) at each corner worn during certain prayer services.

TAMMUZ – The fourth month in the Jewish calendar, corresponding to the month of June or July,

TEFILAH – Pl. *Tefilot*, prayer.

TEFILLIN – Phylacteries; small cases containing passages from the Scripture and affixed to the forehead and the arms.

TESHUVAH – Lit. “return”; “repentance.” The term implies a person’s return to the path of righteousness.

TEVET – The tenth month of the Jewish calendar, corresponding to December or January.

TISHA B’AB – The fast of the Ninth of Av commemorating the destruction of the First and Second Temples (586 B.C.E. and 70 C.E., respectively).

TISHRE – The seventh month of the Jewish calendar, corresponding to September or October.

TZEDAKAH – Charity.

YAHRTZEIT – A Yiddish word denoting the anniversary of the death of a relative.

YIZKOR – Lit. “He shall remember”; initial word in the Ashkenazic rite of a prayer recited on Yom Kippur and the last day of the festivals to commemorate the dead. It is the name popularly applied to the entire service.

YOM KIPPUR – Day of Atonement.

YOM TOV – Lit. “good day”; name given to a festival.

ZEMIROT – (1) Table-hymns sung during Sabbath meals and at the close of Sabbath; (2) name used by Sephardim for the section, “Versus of Song,” recited in the Morning Prayer service.