

A large, abstract watercolor splash in various shades of blue and teal, with a torn-paper edge effect, serves as a background for the title.

B'nei Mitzvah Family Guide

Temple Beth El

בית אל

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INTRODUCTION

Mazal Tov on reaching this exciting time of planning for your family's *B'nei Mitzvah* celebration! At Temple Beth El, we hope that your *B'nei Mitzvah* experience will be a fulfilling part of your Jewish journey, whether you are the child or the parent. This guide is intended to help every parent and child prepare for this important rite of passage.

Upon reaching the age of thirteen, a Jewish child becomes a "*B'nei Mitzvah*". This means that the young person is now responsible for their own Jewish practice. The *B'nei Mitzvah* is called up for their first aliyah, chants from the *Torah*, chants *Haftarah*, and delivers a *D'var Torah* (word of *Torah* or teaching). However, preparation to become *B'nei Mitzvah* extends far beyond developing the skills to be exercised on this momentous occasion. A young person will truly be ready to assume the responsibilities of becoming a *B'nei Mitzvah* only if they understand the *practices and values of Judaism*. *This broader goal is reflected in the guidelines for B'nei Mitzvah preparation* outlined in these pages. It is our hope that going through this process will strengthen your family's ties to the Jewish community and foster in your child a desire to continue a lifelong relationship with Judaism.

OVERVIEW

Just as each ancient Israelite contributed in their own way to the building of the *mishkan* (tabernacle), we recognize that each one of us today contributes best to our community in different ways. Consider these preparation years a time to learn the fundamentals of how to nurture a relationship with Jewish tradition, religion, and community.

Our goals for our *B'nei Mitzvah* student and their family are to:

- Understand the meaning and importance of mitzvot;
- Celebrate Shabbat
- Deepen their understanding of *Torah*, liturgy and God;
- Foster a lasting relationship with our Temple Beth El community and the Jewish community as a whole
- Appreciate the importance of Hebrew education and study;
- Embrace the values of *Tikkun Olam* (repairing the world) and Gemilut Hasadim (acts of loving kindness).

This guide is intended to be a living document. As you use this guide to plan your *B'nei Mitzvah*, you may have suggestions that can improve the guide or process for future celebrants.

Temple Beth El is interested in your feedback. Please forward comments and suggestions to Executive Director; Debbie Zeger so they may be incorporated into future revisions of this guide.

Dear *B'nei Mitzvah* Candidates and Parents,

Mazal Tov and all the best as you begin your journey toward your *B'nei Mitzvah* ceremony. At Temple Beth El, we strive to offer every youngster and every family a memorable and meaningful experience. We are here to help you in every way!

As you can see, this handbook is filled with many expectations and requirements, suggestions and advice about how to carry out many aspects of becoming *B'nei Mitzvah* celebration in our synagogue. Please know that all of these items are placed in this book so that each and every family will be well prepared.

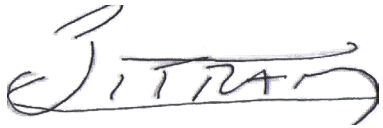
Our goal is not to dictate any specific number of verses or prayers that a student should sing, chant, or read. Rather, we want all of our *B'nei Mitzvah* students to study hard, to learn what they are capable of learning, and to present it in a meaningful way. Every child is unique and an individual. The specific elements of the ceremony will be dependent upon the ability to read Hebrew, Jewish educational background and musical ability.

We try to encourage each and every child to excel beyond their own expectations but we will not allow any child to become frustrated and demoralized over the learning process! This is an extremely special time in your child's life, and their enjoyment of this ceremony will definitely have an effect on their feelings toward Judaism in the future. As parents, instructors, advisors and participants, we work together as a team. Please keep extracurricular activities at a minimum during the time of individual training.

All of us at Temple Beth El wish you much success and happiness in the months ahead. May our children only go forward “m'chayil el chayil” – from strength to strength – at this sacred time and always.

Mazal Tov!

With heartfelt good wishes,

A handwritten signature in dark ink, appearing to read "L. Bitran", with a stylized flourish at the end.

Rabbi Leonardo Bitran



GENERAL POLICIES FOR B'NEI MITZVAH

1. You must be a member of Temple Beth El.
2. *B'nei Mitzvah* dates are selected the year your child enters 4th grade with approval by the Rabbi. If there are special needs or circumstances of which we should be aware, please notify the office as soon as possible.
3. The *B'nei Mitzvah* Agreement must be completed and signed to secure the B'nei Mitzvah date. Please see the Executive Director to review the agreement.
4. Students will prepare for becoming a *B'nei Mitzvah* under the guidance of the Temple Beth El Clergy. Any additional outside tutoring must be pre-approved by the Clergy.
5. Individual weekly lessons of 30 minutes will commence approximately one year prior to the ceremony. The Clergy will coordinate the scheduling of lessons with parents. If you have not been contacted by this time, please contact the office. Temple Beth El provides 36 lessons at no cost.
6. To aid in the success of *B'nei Mitzvah* studies, individually printed and recorded materials are prepared for each child. In addition, the *Tefillah* Skills and *B'nei Mitzvah* Tutor book and an audio file are provided to all students at the beginning of their *B'nei mitzvah* training. The development of good study habits as well as ongoing encouragement and support by parents and other family members is essential. Additional audio files of the various blessings and additional *Torah* readings for other interested family members are available upon request. Some of those blessings are printed at the end of this booklet, and may be found on the TBE website at **www.tberochester.org**.
7. It is expected that parents present a tallit to all Bar and Bat Mitzvah candidates as part of the ceremony.
8. It is strongly encouraged that each *B'nei Mitzvah* candidate has their own set of tefillin. All candidates are asked to lead "*Ashrei*" on the Shabbat prior to their *B'nei Mitzvah* date and to attend and participate in morning Minyan before their *B'nei Mitzvah* date (typically on Thursday) as well as Friday Evening Shabbat services on the weekend of their *B'nei Mitzvah*. Families are also strongly encouraged to schedule a Shabbat dinner that Friday evening at Temple Beth El. Please call the synagogue office at **(585) 473-1770** to make arrangements.
9. All *Torah* readers are coordinated and approved through the Clergy. In addition to the *Torah* reading(s) prepared by the *B'nei Mitzvah* candidate, if there is another family member or someone special whom you would like to participate by reading *Torah* on the Shabbat, they must be approved by the Clergy at least three months in advance.
10. A final rehearsal with the Clergy will take place in the sanctuary in the week prior to the simcha. This rehearsal typically is scheduled for the Friday morning before the *B'nei Mitzvah*.

FINANCIAL REQUIREMENTS AND PROCEDURES

In order for your child's *B'nei Mitzvah* to go forward, your member account – that is, your financial obligations (annual commitment, tuition, fees, etc.) to Temple Beth El must be current. If you need to discuss your account, please call Executive Director; Debbie Zeger at **(585) 473-1770**.

All *B'nei Mitzvah* families are expected to provide Kiddush luncheon for their guests and the congregation. This involves contracting with Temple Beth El or a caterer.

We encourage you to consider a gift to the synagogue in honor of the *B'nei Mitzvah* and suggest purchasing a plaque on the simcha wall. This is a gift in perpetuity, which will serve as a permanent reminder of this wonderful event. Plaques on the simcha wall run from \$300 for leaves, \$1,500 for acorns, \$2,500 for small stones, and \$3,000 for large stones.

You are also invited to rent Temple Beth El's facilities for a Friday evening Shabbat dinner and/or a Saturday night party or reception. If you are interested in either of these possibilities, please contact Executive Director; Debbie Zeger to reserve a room(s) or discuss rental fees.

PUBLICITY

We know that you will want to share your *simcha* with the Congregation and Community. Therefore, two months in advance of the *B'nei Mitzvah* date, please return the enclosed Publicity and Information Form and one photo of your child (no larger than 8" x 10", color or black and white) to the office, or send a digital photo to **slloyd@tberochester.org**. Information should include the child's Jewish background, interests and plans for the future as well as a little about your family's involvement in Temple Beth El and any special guests from out of town, as well as mention of the child's *B'nei Mitzvah* project.

INVITATIONS

If you are sending invitations, it is customary to send a written invitation to the Clergy, Director of Youth and Family Education, and the President of the Congregation, and to all members of the student's BE.WISE class. Please note that a *B'nei Mitzvah* is a congregational event, and that all members of Temple Beth El are welcome at all services.

FLOWERS

You may provide flowers for the bimah during your simcha. Please contact the Temple Office to make arrangements for the delivery of floral arrangements if you would like us to.

HONORS

Please provide the Clergy with a list of those who will receive honors during the services at least one month prior to your simcha. The list (which may be found in the back of this handbook) should include Hebrew and English names of those receiving *Torah* aliyot. Hebrew names should be in the form of _____ Bnei/Bat _____ v _____

Four of the *Torah aliyot* and the other honors, including the lifting and tying of the *Torah* and Ark Openings, are reserved for your family. Three aliyot are held for the congregation. Please let us know of any special circumstances.

Only individuals of the Jewish faith may have an honor at the *Torah* during the service. A non-Jewish parent of the *B'nei Mitzvah* may be on the *bimah*. Those present who are not Jewish may receive an honor during the service by reading selected English passages from the *bimah*. All participants going to the *bimah* must wear a head covering; all Jewish adults must wear a tallit.

PREPERATION AND TRAINING

D'var Torah

When your child prepares and presents their *D'var Torah*, they are sharing with the community the knowledge that they have gained from reading and understanding the *Torah* and haftarah portion. The *D'var Torah*, combined with their skills demonstrated during the service, are evidence of the Jewish education that they have received.

Children need support to write a *D'var Torah*. Students meet with the Rabbi to discuss the meaning of this event, their *Torah* portion and the preparation of their *D'var Torah*, **2 months** prior to the *B'nei Mitzvah*. Parents should work with their children to research and write the *D'var Torah*. When a child and their parent(s) work together studying words of *Torah*, it creates another opportunity to strengthen their connection to Judaism, however, the *D'var Torah* should be the child's words and not the parents. The *D'var Torah* must be no more than five minutes read aloud (approximately 3 typed pages). It is important to read through your *Torah* portion early in order to understand the content of your *parsha*.

See attached - [Appendix I: "How to Write a D'var Torah"](#).

MITZVAH PROJECT

Since the *B'nei Mitzvah* Service is the beginning of a child's acceptance of adult responsibilities in Judaism, it is appropriate for our students to begin fulfilling some of the responsibilities of adulthood. Designing and participating in mitzvah project is a great way for the *B'nei Mitzvah* student to help contribute to *tikkun olam* – repairing the world through acts of goodness and loving kindness.

Past Projects have included:

- Collecting food, school supplies, etc. for local organizations
- Volunteering with local groups

(For more details please contact the BE.WISE office)

Selecting a project should take into consideration: the interest to the student, enjoyment and meaning, and draw on the student's skills and talent. Students may begin the Mitzvah Project 12 months prior to their *B'nei Mitzvah* date. Our Clergy and Director of Youth and Families are happy to help each student choose and plan an appropriate project. The student should consider how to work the project into their *D'var Torah*.

Participating in this project is a requirement for a *B'nei Mitzvah* ceremony, and mention will be made during the *B'nei Mitzvah* speech of the child's *B'nei Mitzvah* project.

APPROPRIATE DRESS AND ETIQUETTE IN THE SYNAGOGUE

When you come to pray at the synagogue, please dress respectfully. Please keep the following guidelines in mind when attending to the details of attire for your *simcha*.

Males of all ages, Jewish and non-Jewish, are required to wear a kippah at all times while in the synagogue.

Women and girls are requested not to wear spaghetti straps and to wear skirts and dresses at a modest length or dress pants.

When on the *bimah*, everyone must have head coverings and all Jewish adults must wear tallitot.

Though the service begins at 9:30 a.m., guests should be encouraged to arrive by 10:00 a.m.

Please make your guests aware of some basic synagogue etiquette. All guests should be encouraged to be respectful of the sanctity of our religious service by maintaining a sense of decorum.

Jeans, t-shirts, shorts, and other immodest clothing are prohibited due to the decorum and sanctity of the synagogue.

Please be sure that your guests are aware of the Temple policy that use of electronic devices; including cell phones, handheld games, and cameras, is not permitted anywhere in the building on Shabbat.

See attached Appendix II.

FAMILY PARTICIPATION

SATURDAY BEFORE

All *B'nei Mitzvah* are asked to lead Ashrei the weekend before their own ceremony.

THURSDAY MORNING

All *B'nei Mitzvah* are required to participate in the Thursday morning minyan. This service takes place in the downstairs chapel and begins promptly at 7:30 a.m. Families are encouraged to attend as this service marks the very first time that the *B'nei Mitzvah* will be called to the *Torah*. Tefillin are customarily worn by the *B'nei Mitzvah* at this service. The experience of the morning minyan is a wonderful start to your child's week of events. The *B'nei Mitzvah* family is encouraged to sponsor the festive meal that traditionally follows this service. Executive Director, Debbie Zeger will discuss options available to you for sponsoring this breakfast.

FRIDAY MORNING

Friday morning *B'nei Mitzvah* have their final rehearsal with Clergy. Family are also invited to take and stage photographs at this time as PHOTOGRAPHY IS NOT PERMITTED ON SHABBAT.

FRIDAY EVENING

Friday evening services are held in the downstairs chapel. Although well attended, the group is much smaller and more intimate than at Shabbat morning services. The service begins promptly at 6 p.m. and lasts approximately 45 minutes. Hosting a Shabbat dinner at Temple is a wonderful way to enhance your family Shabbat participation. Shabbat dinner can be held following the service. If you would like to discuss this option, please contact Executive Director, Debbie Zeger.

SATURDAY MORNING

Torah Readers: If you have family or friends who will wish to chant *Torah* that morning, please notify the Clergy at least six months in advance. This way, readings can be assigned to family and friends and the remainder will be assigned to our regular readers. Their participation needs to be confirmed with the Clergy no later than 2 months before your child's *B'nei Mitzvah* date.

Aliyot: Parents of our *B'nei Mitzvah* are given the opportunity to assign honors to Jewish family members or friends. The family is allotted 4 honors. Traditionally, parents of the *B'nei Mitzvah* receive the 7th aliyah. Please discuss opportunities for participation of non-Jewish family members with the Clergy. All those who receive an aliyah must wear a kippah or head covering and all Jewish adults must wear a tallit for their aliyah. Please have all family members and friends receiving honors sit in the front three rows to facilitate their ascension onto the bimah.

See attached – [Appendix III: Outline of Honors for B'nei Mitzvah](#)

KIDDUSH

Your family is expected to host the Saturday morning Kiddush on the weekend of your simcha and will be responsible for the contract for the Kiddush. Options are available at our website: <https://www.tberochester.org/celebrate/sponsor-a-kiddish/> See [Appendix VIII](#) for information about caterers. All caterers must be approved by the Temple Beth El Clergy in advance of your event and Clergy reserve the right to inspect the kitchen prior to and during the event. Executive Director, Debbie Zeger will discuss these options with you when you meet approximately 12 months prior to the date of your child's *B'nei Mitzvah*.

REQUIREMENTS FOR A SHABBAT MORNING B'NEI MITZVAH

1. Preferably, five years attendance in grades 3-7 in an approved formal program (such as our BE.WISE, or a Jewish Day School).

Prerequisite: Proficiency in Hebrew reading (as determined by the Clergy and/or the Director of Youth and Family Education) prior to beginning individual studies. If your child does not meet these standards, an alternative service may be considered. This will be addressed at your initial meeting with the Rabbi.

2. Every candidate and their parents are encouraged to attend a minimum of eighteen (18) Shabbat morning and/or other services during the twelve months prior to the B'nei Mitzvah in order to be fully acquainted with the procedure and order of services. Both parents are urged to attend services with their children when possible to set an example of proper Jewish observance. If you are also interested in participating in Friday Evening Services, we encourage regular attendance by your entire family.
3. B'nei Mitzvah education is at the core of our 6th grade BE.WISE curriculum. Weekly attendance is important.
4. One of the primary ways we encourage our B'nei Mitzvah students to seriously embrace responsibilities associated with Jewish adulthood is to teach them an array of lifelong synagogue skills that will allow them to continue to participate and give back to the community for many years to come. Since becoming a B'nei Mitzvah means that our young people may now be counted among the Minyan (the minimum number of Jewish adults that are necessary to conduct certain portions of public prayer, including the reading of the *Torah*), our B'nei Mitzvah are asked to focus on aspects of the Shabbat morning service that relate to the public reading of the Torah. These primary skills include the learning of traditional *Torah* and Haftarah Cantillation, maximal participation in the Torah Service, and the demonstration of the student's study and understanding of Torah by delivering a thoughtful and reflective D'var Torah to the Congregation. Ideally B'nei Mitzvah will be able to:
 - a. Chant the *Maftir* and the accompanying *Torah* blessings
 - b. Chant the *Haftarah* and the accompanying Haftarah blessings
 - c. Deliver a B'nei Mitzvah speech (a *D'var Torah*)
 - d. Assist in the leading of the Torah Service including:
 - I. *Ein Kamocha /Vay'hi Binso-a Ha-aron/Ki Mitsiyon*
 - II. *Shema/Echad/Gadlu*
 - III. Hold and carry Torah (when possible)
 - IV. Read various parts of the service in English
 - V. *Ashrei*
 - VI. *Y'hal'lu / Etz Chayim*
 - e. Assist in the leading of the Concluding Prayers *Ein Keloheinu, Aleinu* and *Adon Olam*
 - f. Participate in Kiddush and Motzi at the end of Shabbat morning services.

If these opportunities are of interest please let the Rabbi know at your initial meeting.

Appendix IX

All B'nei Mitzvah students' ultimate participation in services will be determined by the Clergy based upon that individual student's readiness and proficiency.

One of the articulated goals of becoming a B'nei Mitzvah within the Temple Beth El community is to celebrate your child's Jewish coming of age within the context of an existing congregational Shabbat morning service. If your child has special education needs, please consult the Clergy about alternative service options.

BLESSINGS AND PRAYERS

Shehecheyanu

Baruch A-tah Ado-nai Elo-henu Me-lech Ha-olam
She-he-che-ya-nu V'ki-y'ma-nu V'hi-gi-ya-nu Laz'man Hazeh

Blessed are you, Lord our God, Ruler of the Universe, who has granted us life, sustained us, and has enabled us to reach this day. Amen

Prayers on being called to the Torah on Shabbat Morning

Before reciting each of the Torah blessings, it is customary to touch the Torah with the fringes of the tallit – first, where the portion to be read begins and second, where the portion ends – and kiss the fringes. A recording of this blessing may be obtained through Hazzan's office.

1. Bar-chu et Ado-nai hamevorach	Bless the Lord who is blessed
2. The congregation makes the following response, which you repeat: <i>Baruch Ado-nai hamevorach le-olam va-ed.</i>	Blessed is the Lord who is blessed
3. You continue directly with the following blessing: <i>Baruch A-tah Ado-nai Elo-henu Me-lech Ha-olam A-sheer bachar ba-nu me-kol ha-amin V'natan la-nu et Torah-to</i> <i>Baruch A-tah Ado-nai no-tayn ha-Torah.</i>	Blessed are you, Lord our God, Ruler of the Universe, who has chosen us from among the nations and has given us the Torah. Blessed art thou, Lord, who gives the Torah
4. After the Torah is read, touch the fringe of your tallit to the Torah as before and recite the concluding blessing: <i>Baruch A-tah Ado-nai Elo-henu Me-lech Ha-olam A-sheer na-tan la-nu Torat Emet</i> <i>V-cha-yay olam na-tah b'to-chenu</i> <i>Baruch A-tah Ado-nai no-tayn ha-Torah</i>	Blessed are you, Lord our God, Ruler of the universe, who gives us the Torah

For more detailed information regarding having an Aliyah to the Torah, please see [Appendix IV](#)

TIMELINE FOR PLANNING THE B'NEI MITZVAH

There are many details to remember when planning for this event. This timeline provides some guidance on how far in advance things can be completed or considered, based on the input of some parents who have recently celebrated their child's B'nei Mitzvah.

The date for your child's B'nei Mitzvah will be provided approximately three to four years prior to the event.

18 months to 24 months in advance:

- Attend Shabbat services regularly. Since the meaning and significance of B'nei Mitzvah is so greatly enhanced by the involvement of the entire family, and because values are conveyed through parental actions, we strongly urge parents to make Shabbat attendance a priority family activity. By participating in and possibly leading parts of the Shabbat morning service, the B'nei Mitzvah is welcomed into the larger circle of the congregation. Your whole family will feel more comfortable with the simcha if you attend services with your child(ren) regularly. You may also find that Shabbat observance will become a basis for continued participation in Synagogue life.
- Regularly attend BE.WISE or day school
- Temple Beth El has facilities available for rent anytime during the weekend of your celebration. For more information please contact Debbie Zeger.
- Confirm arrangements with your caterer. All caterers must be approved by the Temple Beth El clergy prior to your event. The clergy, or their designee, reserve the right to inspect the kitchen and any food brought in for your event prior to and during your event.
- Start thinking about tallit. Some families use an heirloom, others purchase a new tallit. Sources include the Temple Beth El Judaica Shop and custom designs. If you are going to have a tallit custom made, determine who will make it, and start thinking about how you would like it to look.
- In the 6th grade, students will be trained and prepared to use tefillin and B'nei Mitzvah are encouraged to have their own pair of tefillin. Now is the time to make arrangements to purchase tefillin. The Rabbi would be happy to meet with you to discuss this and to make sure that the pair that you purchase are properly fitted.

12 months to 18 months in advance:

- You should confirm whether you will be using Temple Beth El facilities for your celebration/event at least 12 months in advance. This will allow the Temple Beth El staff to avoid scheduling conflicts. Many events are scheduled a full year or more in advance. If we do not receive a deposit and signed contract at least 12 months in advance of your date, Temple Beth El will assume you do not intend to use its facilities for your celebration/event. • If you are considering another location for your celebration, keep in mind that locations book well in advance and you should plan accordingly.
- When your party is at Temple Beth El receptions begin Saturday evenings while it is still Shabbat, but in keeping with the spirit of Shabbat and in observance of Jewish law, **certain restrictions must be observed before Shabbat ends. Music on Shabbat is limited to unamplified instrumental music.** Once Shabbat has concluded, you will be free to use appropriate amplified

party music and DJ's. **In addition, photography, videography, electronic or battery-operated equipment or party favors or writing of any sort, including caricaturists, signing boards, face painting and temporary tattoos are not permitted until after the conclusion of Shabbat.**

- If you are considering starting your child with a tutor at this time, please schedule a meeting with the Rabbi, to discuss suitable options.

12 months in advance:

- Meet with the Rabbi along with your child in preparation for individual B'nei Mitzvah lessons.
- Individual lessons begin and need for additional tutoring should be discussed.
- Meet with the Rabbi to discuss the mitzvah project.

6 months in advance:

- If you have friends or family members who would like to read from the Torah at your child's service notify the Rabbi to have portions assigned. You will need to confirm their participation no later than 2 months prior to your date. Review the Torah blessing with any family members who are receiving aliyot. Review your child's progress with the Rabbi.
- Contact photographers.
- Decide if you want pictures or video of the party. Video/photography is not permitted during Shabbat service, although you may video/photograph your rehearsal on the Friday morning prior to your Saturday B'nei Mitzvah date. You may also take pictures/video in Temple before or after Shabbat.
- Prepare Preliminary Guest List. Start thinking about whether you have current addresses for everyone on the list.
- Order Invitations (and thank-you notes). Decide whether you will address them, or have them addressed by the invitation provider.
- Some people choose to send out "Save the Date" cards to family and friends who will be attending.
- Order decorations for the Auditorium if you are planning an afternoon or evening celebration event at the Temple. Any questions about what is appropriate and/or permitted should be addressed to Debbie Zeger.

4 months in advance:

- Make appointments for your family to meet with the Rabbi, and for your child to meet with the Rabbi to begin work on the d'var Torah.
- Debbie Zeger will contact you to schedule an appointment to discuss possible Kiddush sponsorship and the details of your celebration event.
- Order kippot and benchers (booklets containing the Birkat Hamazon – the grace after meals) if desired.
- Reserve a block of hotel rooms for out-of-town guests. If your event is on a holiday weekend, consider reserving a block of rooms up to a year in advance. Obtain an invitation insert regarding room arrangements. Prepare any necessary inserts regarding directions, etc.
- Consider whether you will have a brunch on Sunday. If so, make a reservation, consider catering arrangements, or do it at your home.

3 months in advance:

- Some families prepare a program to be distributed at the service, explaining who is given honors and aliyot. **Your program must be submitted to the Rabbi for approval at least two weeks prior to your date.**
- Make arrangements for transporting your child's friends from synagogue to the party (if needed). Carpools, van, bus, etc.
- Address envelopes for invitations.
- If you are planning a celebration event at the Temple confirm that all edible party favors and centerpieces are kosher parve if your menu will include meat dishes.
- Put together the photograph and text for your announcement in the Temple Beth El bulletin and email it to slloyd@tberochester.org
- It is Temple Beth El's tradition that the B'nei Mitzvah chant Ashrei on the Shabbat prior to their B'nei Mitzvah. Please notify the Rabbi if your child will be unable to accept this honor.

2 months in advance:

- Mail invitations (be sure to check postage).
- Confirm with the Rabbi whether any family or friends will participate as Torah readers on the day of your B'nei Mitzvah
- Meet with the Rabbi to prepare the *Dvar Torah*.
- You may wish to purchase fresh flowers for the bimah from the florist of your choice. If you choose to do so, these must be delivered to the Temple no later than 3 p.m. on the Friday prior to your event.

1 month in advance:

- Review your child's progress with the Rabbi.
- Finalize list of aliyot and honors and discuss any issues with the Rabbi.
See [Appendix III](#) for assistance with this process.
- Finalize arrangements for hosting a breakfast for Thursday morning minyan.
- Start organizing family pictures if you plan to do a photo board or video montage.
- Start to write thank you notes. Addressing the envelopes and starting the cards can save a lot of time afterwards.

3 weeks in advance:

- Plan seating arrangements.
- Prepare place cards (if sit down meal).
- Contact caterer with final count.

2 weeks in advance:

- Submit your program to the Rabbi for approval before printing final copies.

1 week in advance:

- Inform Rabbi/office of any late changes in honorees.

Week of B'nei Mitzvah:

- Services for Thursday morning minyan start at 7:30 a.m. Plan to arrive early to put on tefillin. Photography is allowed.
- You and your child will meet with the Rabbi at 9:45 a.m. on Friday to review any questions and/or concerns, followed by a “dress rehearsal” with the Rabbi at 10:15 a.m. Many families take advantage of this opportunity to have a photographer and/or videographer present since they will not be permitted in the Sanctuary on Shabbat. If you plan to do so, you should arrange for them to arrive prior to 10:00 a.m. so that their equipment can be set up prior to 10:15 a.m.
- If you have programs, kippot, and/or candy you can bring them with you on Thursday or Friday morning or drop them off at the Temple office no later than 3 p.m. on Friday.
- Please let us know if you can join us for Friday night services so we can prepare to have your help during services that evening.

Day of B'nei Mitzvah

- Bring any notes on leading the service and the d'var Torah (clearly written or printed in large print).
- Bring child's copy of the haftarah portion.
- Bring blessing(s) to be offered to the B'nei Mitzvah. You will be invited up to the bima before your child receives his/her gift from the congregation. (See Blessings in [Appendix X](#))
- Bring B'nei Mitzvah's tallit.
- Arrive by 9:15 a.m.
- Inform the Rabbi (in writing) of any last minute changes in honorees.
- Sit in the front row of the Sanctuary.
- Your family will be invited to join the Torah procession at the end of the Torah service.

APPENDIX I

HOW TO WRITE A D'VAR TORAH

10 Steps to Writing a D'var Torah:

1. **Read** through your Torah portion and Haftarah from **beginning to end**.
2. Read through them both again, this time write down any questions you have; ideas you find interesting; sections you like; things you don't like at all; things that seem strange to you; etc... Write down **anything** that jumps out at you.
3. Out of that list, pick a few ideas or questions that really interest you.
4. Start **researching** those ideas and looking for answers to your questions. You can look at some of the resources listed below and/or talk to someone who is knowledgeable (a parent, rabbi, teacher, etc).
5. **Pick one main topic.** This should be something that interests you and that you found information on when you were researching it. If you don't find your topic interesting and inspiring, no one else will either.
6. **Start organizing your thoughts.** Make a list, write each idea on an index card, create a thought web, or talk through your ideas with a family member or friend.
7. Now, you're ready to **write an outline**.
8. Finally, start **writing**. Using your outline, work on 1-2 paragraphs at a time. Keep in mind that **you do not need to thank everyone** who helped you while delivering your D'var Torah. It's nicer to say thank you at the party or family celebration.
9. **Edit, edit, edit!**
10. **Practice** your D'var Torah **out loud** several times, preferably in front of family members or friends. Remember that it should be approximately **5 minutes**.

Resources:

Books/Commentaries:

- Etz Hayim. Chumash published by the Conservative Movement, used during services at TBE. It contains commentary on each Torah portion and Haftarah.
- The Torah, a Modern Commentary. W. Gunther Plaut (ed). A Chumash with commentary.
- Stone Chumash (Art Scroll). A Chumash with commentary.
- Teaching Torah, Loeb and Kadden. This is a summary of each portion with insights from the tradition, discussion and activity suggestions, and a bibliography.
- A Torah Commentary for Our Times, Harvey Fields, (ed). This contains easy to read, brief summaries and discussions of main ideas for each Torah portion

Internet Sites:

- My Jewish Learning.com has lots of information on a variety of Jewish topics: <http://MyJewishLearning.com>
- The Jewish Theological Seminary produces a weekly Torah commentary: http://www.jtsa.edu/Conservative_Judaism/JTS_Torah_Commentary/Torah_Commentary_Archives.xml
- The United Synagogue for Conservative Judaism's "Torah Sparks" bring commentaries and ask questions on each week's parasha: http://www.uscj.org/Torah_Sparks__Weekly5467.html
- USY (United Synagogue Youth) has Divrei Torah from high school students and adults: <http://www.usy.org/yourusy/reled/dt/>
-

APPENDIX II

TBE FAQ FOR THOSE WHO RSVP

Q. What do I wear?

A. A jacket and tie are most appropriate for men and boys. A small head covering called a yarmulke or kippah is required. They are available just outside the sanctuary. A dress, skirt and blouse, or pants suit for women and girls. In general, clothing should be modest. A tallit (prayer shawl) is traditionally worn by all Jewish men and many Jewish women. A tallit should only be worn by a Jewish individual.

Q. What time should I arrive?

A. The service begins at 9:30 a.m. and usually concludes by 12 noon. It is not necessary for guests to arrive by 9 a.m. The B'nei Mitzvah will participate in the Torah service, which generally begins at about 10:00 a.m. If you arrive by then, you will be certain not to miss him/her.

Q. Where should I sit?

A. Adult guests may sit wherever they are most comfortable. Friends of the B'nei Mitzvah will likely be directed to sit with the other children, usually towards the back of the same section in which the B'nei Mitzvah family is sitting.

Q. If arriving late, are there times when a guest should not enter the sanctuary?

A. Do not enter when the congregation is standing or when the sanctuary doors are closed. If you are uncertain, you may always ask one of the greeters.

Q. May I bring young children into the sanctuary?

A. Yes. We are always happy to welcome children at Temple Beth El. Additionally, writing and coloring is not permitted on the Sabbath. If your child gets restless, feel free to step outside the sanctuary with him/her. The Beit Cafe is open and is a common place where parents bring children who need to stretch their legs. Ask a greeter for directions to the Beit Cafe. There is a children's corner where there are books and toys for all to use.

Q. Is there a hearing loop?

A. Yes. If you require the use of the loop, you should make every effort to find a seat around the outside perimeter of the sanctuary, where reception is the strongest.

Q. Are there times when a guest should not leave the service?

A. Don't leave when the congregation is standing, when the Torah is being taken out or returned to the ark, when the rabbi is speaking, or when the specific ceremony during the service for which you have been invited is taking place.

Q. Will a guest who is not Jewish be expected to do anything other than sit?

A. Guests are expected to stand with the congregation. It is optional for guests to read prayers aloud and sing with the congregation if this would not violate their own religious beliefs. Kneeling is not part of any Jewish service..

Q. Will contributions be collected at the service?

A. No.

Q. Is there usually a reception after the service?

A. Yes. This is called a Kiddush. Pastries, and sometimes light lunch foods may be served. It is okay to leave the Kiddush at any time.

Q. Is there anything else of which I should be aware?

A. Please do not bring food into the synagogue. Because Temple Beth El adheres to the Jewish dietary laws of kashrut, no outside food or drink may be brought into any part of the synagogue facility. **Electronics of any sort are not permitted for use in any part of the synagogue facility during the Sabbath, including cameras, video cameras, video game systems, pagers or cell phones.** If you must carry a phone, please keep it on silent mode. If you must take or make a call, we ask that you step outside the synagogue facility. If you are upstairs, you may use the Winton Road entrance, and if you are downstairs, you may use the parking lot entrance.

If you have any questions or concerns, feel free to contact Temple Beth El on a weekday prior to your visit, or ask one of our greeters upon your arrival.

*“TBE FAQ for those who RSVP” was adapted from *How to Be a Perfect Stranger: A Guide to Etiquette in Other People’s Religious Ceremonies*, edited by Arthur J. Magida.

APPENDIX III

OUTLINE OF HONORS FOR BAR/BAT MITZVAH SHABBAT MORNING

(Please give relation to the child, i.e. grandparents, uncle, aunt, friend, etc.)

NAME (Eng & Hebrew) OF *BAR/BAT MITZVAH* STUDENT: _____

DATE: _____ HEBREW DATE: _____

PARENTS' NAMES: _____

FRIDAY EVENING (KABBALAT SHABBAT):

KIDDUSH _____

ALENU-ARK OPENING: _____

SHABBAT MORNING (SERVICE BEGINS AT 9:00 a.m.)

OPENING OF ARK: _____

PASS *TORAH* THROUGH GENERATIONS: _____

ALIYOT: (Please remember to leave 3 Aliyot for the Congregation)

1. KOHEN: ENGLISH _____

HEBREW _____

2. LEVI: ENGLISH _____

HEBREW _____

3. ENGLISH _____

HEBREW _____

4. ENGLISH _____

HEBREW _____

5. ENGLISH _____

HEBREW _____

6. ENGLISH _____

7. HEBREW _____

8. ENGLISH _____

HEBREW _____

MAFTIR: ENGLISH _____

HEBREW _____

*Three of the above Aliyot will be reserved for other members' celebrations. If they are not filled by Wednesday of the week of your *Bar/Bat Mitzvah*, they will be available to *Bar/Bat Mitzvah* family.

HAGBAHAH (Lifting the Torah): _____

G'LILAH (Wrapping the Torah): _____

HAGBAHAH II (if needed): _____

G'LILAH II (if needed): _____

PRAYER FOR OUR COUNTRY: Page 148 _____

PRAYER FOR ISRAEL: Page 149 _____

PRAYER FOR PEACE: Page 149 _____

RETURN TORAH-OPEN ARK: Page 153 _____

EYN KEYLOHEYNU: Page 182 _____

ALENU-ARK OPENING: Page 183 _____

ADON OLAM: Page 187 _____

USHERS (MINIMUM OF 2) _____

If a non-Jewish individual/family will be part of the service, please advise the Rabbi/Office Staff

APPENDIX III

OUTLINE OF HONORS FOR BAR/BAT MITZVAH MINCHA (Please give relation to the child, i.e. grandparents, uncle, aunt, friend, etc.)

NAME (Eng & Hebrew) OF *BAR/BAT MITZVAH* STUDENT: _____

DATE: _____ HEBREW DATE: _____

PARENTS' NAMES: _____

SHABBAT EVENING (1 ½ HOURS BEFORE SUNSET)

OPENING OF ARK: _____

ALIYOT:

1. ENGLISH _____

HEBREW _____

2. ENGLISH _____

HEBREW _____

3. ENGLISH _____

HEBREW _____

HAGBAHAH (Lifting the Torah): _____

G'LILAH (Wrapping the Torah): _____

PRAYER FOR OUR COUNTRY: _____

PRAYER FOR ISRAEL: _____

PRAYER FOR PEACE: _____

OPENING OF THE ARK: _____

CANDY PASSERS: _____

APPENDIX IV

INFORMATION ON SHABBAT SERVICES AND HONORS

Shabbat Services

The observance of Shabbat at Temple begins with services in the Chapel every Friday at 6:00 p.m. and continues Saturday in the Sanctuary at 9:30 a.m.

Temple Beth El is an egalitarian Conservative Synagogue. The custom of wearing a head covering when in a holy place or when saying prayers is an ancient Jewish form of respect and it is customary for all men to wear *kippot* at our synagogue. It is optional for women to cover their heads, except when they are called up to the *bimah*. The tallit or tallis (prayer shawl) is worn to remind us of God's commandments. All Jewish men must wear a tallit. Jewish women are encouraged to wear it.

The prayers for Shabbat services are found in the *Siddur Sim Shalom*.

Honors

Of the standard seven aliyot given out on a Shabbat morning, the B'nei Mitzvah family often reserves four of these seven *aliyot* for family and friends to be called up to the Torah (including a *Kohen and Levi Aliyah*). The other three are reserved for congregants.

Other honors include opening/closing the Ark, taking the *Torah* out/replacing it, lifting and tying the *Torah* and English readings. To ensure that the entire Shabbat service runs smoothly, the family should provide the list of honorees to the main office two weeks before the ceremony.

Guide to Shabbat Morning Services

Shabbat (Sabbath) is the most treasured of days in the Jewish calendar. The sequence of prayers and readings has a carefully crafted order. The book of prayers is known as the "*siddur*" meaning "that which is ordered." We hope that the notes which follow will help you understand the order that characterizes our prayers and service.

An authentic Jewish prayer book has its roots in the Biblical and ancient Rabbinic texts, which constitute the core of every service. The ancient Rabbis (of the first to the sixth centuries) arranged passages from the *Torah*, the Books of Psalms and Prophets, and other Biblical sources for prayer and also contributed their own formulations. The two oldest version of the prayer book that we know were arranged by Rav Amram Gaon of ninth century Babylonia and by Rav Saadish Gaon of 10th century Egypt. They incorporated the contributions of the generations that preceded them, while adding commentary, new prayers and modifications to the texts that they had received.

A Jew or ancient or medieval times familiar with Jewish prayer would be at home with the

overwhelming majority of the Hebrew texts in this prayer book. We are linked to Jews of centuries past who have used these same formulations in addressing our creator, confronting challenges of faith, and expressing gratitude and praise. The Jew in prayer does not stand alone before God. The first person plural form of almost all Jewish prayer reflects the fact that we in our time stand in prayer together with Jews of all places and all times in our distinctive history. We hope that this will bind us to future generations as well.

The *Shabbat* service is divided into several parts:

9:30 am P'sukei D'zimrah (pages 65-106)

Introductory hymns and blessings to awaken and prepare us for prayer. These selections come primarily from Tehilim, the Book of Psalms. Their intent is to inspire praise of God. Together they compose a picture of a universe of great beauty, ascendancy of good, and God caring for and responding to humanity. They survey and explore the many reasons a person has to be grateful. These selections attempt to reawaken the worshiper, bringing them to a point of readiness and eagerness for prayer and learning.

10:00 am Shacharit – The Morning Service (pages 107-138)

This section contains the *Shema* and *Amidah*, an opportunity for private prayer that is recited in silence while standing and then repeated by the Hazzan.

Shema (page 112)

The *Shema* has been part of Jewish prayer since at least the second century. This prayer seeks to raise worshipers' consciousness by bringing three critical themes to their attention: Creation, Revelation and Redemption. "*Shema, Yisrael... Heal Israel...*" is of central importance because the worshiper is at the point of listening intensely.

Amidah (pages 115b-120)

The *Amidah* has been an integral part of Jewish prayer since at least the first century. "*Amidah*" means "standing." We stand facing Jerusalem as an outward sign of the importance of these prayers. It is also known as the Silent Prayer or Silent Devotion. Congregants first say it in a whisper; then the Hazzan chants it aloud when it is repeated.

10:30 am Torah Service (pages 139-154)

Central to our service is the study of the Torah. When the Torah is removed from the *Ahron Hakodesh*, the Holy Ark, it is taken around the synagogue in a festive procession. Worshipers may reach out to touch the *Torah*, however, as a sign of respect, it is only touched by the prayer book or *Tallit* (prayer shawl).

It is considered an honor to take part in the *Torah* service. Honors include aliyot, opening and closing the Ark containing the *Torah* scrolls, removing the *Torah*, and lifting and dressing the *Torah* after the reading has been completed. During this part of the service, several people are called up for an *Aliyah*. The *Torah* is mostly read by congregants and occasionally, the Rabbis and/or the Hazzan. The last person called to the *Torah* is known as the “*Maftir*,” the one who “completes.” The *Maftir* also chants the *Haftarah*, taken from one of the books of the Prophets. The B’nei Mitzvah student will be called to the *Torah* as *Maftir*.

We use the Etz Hayim Humash for the congregation to follow the Torah and Haftarah reading.

11:30 am Musaf (pages 155-187)

The *Torah* service is framed by prayer with a special kind of symmetry. This Additional Service, the *Musaf*, repeats the *Amidah* after the Torah Service. Once again we stand to repeat the Silent Prayer. After the *Amidah*, several joyful hymns are sung in unison by the entire congregation. In the midst of these, those who are in mourning, or who are observing a *Yahrzeit* (the anniversary of a death), rise to say the Mourner’s Kaddish. This is public affirmation of God’s greatness, despite the pain of loss of a loved one. We conclude with *Adon Olam*, singing one of its many joyful melodies.

12:00 pm Kiddush (pages 315)

At the end of Shabbat morning services we recite the *Kiddush* (Blessing over the wine,) the B’nei Mitzvah student will do *N’tilat Yadaim* (the ritual of washing hands) and *Hamotzi* (blessing over the bread).

To celebrate the completion of this mitzvah, a *Seudat Mitzvah* (festive meal) will be served in the Foyer and/or Social Hall and everyone is welcome to join us.

APPENDIX V

WHAT IS B'NEI MITZVAH?

The B'nei Mitzvah celebrate a child's entry into the adult Jewish community, and by extension, the world community. Becoming an adult means taking on adult obligations, being socially responsible, and the B'nei Mitzvah marks the beginning of this process of taking responsibility for oneself and the rest of the world. It is a milestone on a lifetime journey.

The word *mitzvah* (plural: *mitzvot*) has two meanings. First, it translates as “a commandment of Jewish life.” *Bar* means “son of” in Aramaic, and *bat* means “daughter” in Hebrew, so the *Bar* or *Bat Mitzvah* is now “son or daughter of the commandment.” He or she becomes responsible for fulfilling religious and social obligations. The child must now observe the fast days, and can be counted in a *minyan* (the group of ten adults required for Jewish communal worship), among other duties.

Becoming part of a *minyan* is a metaphor for joining the community: The child now assumes responsibility for thinking about others. Here we come to the second meaning of *mitzvah*: a kind, ethical deed. Judaism teaches that God created the world, but left it not quite finished, so that we could become God's partners in the creative process by completing the work. This creative process is called *tikkun olam* (literally, “the repair of the world”), and it is by performing *mitzvot* that we seek to restore what is damaged, to better what is imperfect in life.

According to the Talmud, “If a person resides in a town for 30 days, he becomes responsible for contributions to the soup kitchen”, and the longer we live in a town, the greater is our responsibility for all of its citizens. The tradition of choosing a special mitzvah, or good deed, to perform as part of the B'nei Mitzvah is relatively new. According to some authorities, it is a recent effort to make the ritual more meaningful and relevant today. At Temple Beth El, we require our B'nei Mitzvah Students to participate in a Mitzvah Project guided by our Rabbis.

APPENDIX VI

WHAT DO YOU DO WHEN YOU ARE GIVEN A KIBUD (AN HONOR)

There are a number of *Kibudim* (Honors) distributed to congregation members or Jewish visitors during the Torah Service.

The Honor of Opening the Holy Ark (the *Aron Hakodesh*) is called a *P'ticha*. The Gabbai will tell you when to pull open the doors, thus revealing the *Torah* Scrolls. When even the Ark is open, you should be standing facing the Ark, thus giving proper respect for the *Torahs* which the Ark contains. The Gabbai will also tell you when to close the Ark.

An *Aliyah* is when a person is called to the *Torah* in order to chant the blessings before and after the *Torah* reading. That same person may choose to read the *Torah* portion, or have the *Ba'al Koreh* (*Torah* Reader) do the reading.

There are generally seven (7) *aliyot* on *Shabbat* morning. When called to the *Torah* come forward to the *Torah* reading table through the shortest way and stand to the right of the *Ba'al Koreh*. You must wear a head covering and a *Tallit*. The reader will open the scroll and show you the reading place mark. You then take the *tzitzit* (corner fringes of your tallit) and touch the place-mark word and kiss the *tzitzit*. The reader will roll close the scroll for you to be able to recite a special blessing. See page 142 of Siddur Sim Shalom for *Torah* Blessings. Once the reader finishes, you will touch the place-mark word and with the *tzitzit*, kiss it and chant the blessing after the *Torah* has been read.

Following the *Torah* reading, you should stand on the right side of the reading table. The Gabbai will chant a special prayer on your behalf after you have received an *Aliyah* to the *Torah*. You should remain there until the person honored with the *aliyah* finishes and takes your place.

A person called as *Maftir* (last *Aliyah*) has the same duties as one called for an *Aliyah*, but will also chant the *Haftarah* (and its Blessings) for that *Shabbat*.

Two other honors are “**Hagbahah** and **Gelilah** – Lifting the *Torah* and Dressing the *Torah*. The person who lifts the *Torah* is called the **Magbiah**.

The person who Dresses the *Torah* is called the **Golel** (or **Golelet**, for a woman). This includes winding the *Torah* Scroll so it is tight, binding the *Torah*, putting on the *Torah* Mantle, Breastplate (if there is one) and *Yad* (pointer). The ushers will tell you how to Dress the *Torah* and will help you as needed. Please see page 32 for more detailed information regarding Lifting and Dressing the *Torah*.

Jewish Law requires that all the above honors be given to people who are Jewish by birth or by choice. Other honors, including the reading of English prayers and Psalms, may be given to congregants and visitors of any faith.

People will salute you with “**Yashar Koach**” and you should respond “**Baruch Tehiye.**”

APPENDIX VII

INSTRUCTIONS FOR HAGBAHAT HATORAH (LIFTING THE TORAH)

When instructed to do to, begin by rolling the *Torah* Scroll so that three columns of text are showing.

Next, lift and slide the handles toward you , so that approximately 1/3 of each side of the scroll is overhanging the edge of the reading desk.

Raise the scroll to a vertical position by (gently) pressing down on the handles. The edge of the desk will act as a fulcrum, making it easier to stand the *Torah* up straight.

Immediately raise the *Torah* while holding it open. As you are led to a seat on the pulpit, turn the *Torah* from side to side so the congregation may view the columns of text you are displaying. The attendants will walk with you to ensure that you don't drop the *Torah*, or stumble on the way.

Once you are seated, the person honored with *G'lilat Hatorah* (dressing the *Torah*) will roll the two sides together, belt them, and cover them with the mantle.

APPENDIX VIII

CATERING

For advice on catering options in Rochester, please call the Temple Office.

Please be aware, a caterer is only truly “kosher” if it is under permanent rabbinic supervision. Any caterer that prepares food in Temple Beth El’s kitchen must be under the supervision of a *mashgiach* (*kashrut* supervisor) while preparing for an event and throughout the duration of the event, whether or not that caterer is exclusively kosher. Only a *mashgiach* who is an approved designee of the Rabbi is permitted to supervise the Temple Beth El kitchen. Temple Beth El’s requirement of the use of approved mashgichim is meant to assure that Temple Beth El upholds the highest possible standards of *kashrut*, and at the same time permits a broader choice of caterers by ensuring that any of our approved caterers, whether or not they are exclusively kosher, observe the laws of *kashrut* while at Temple Beth El.

APPENDIX IX

B'NEI MITZVAH SERVICE OPTIONS

Basic Program (B'Hatchalah)

All B'nei Mitzvah are expected to do b'hatchalah plus one additional option

Preliminary Blessing- Thursday Morning
Participation in Kabbalat Shabbat – Friday Night
Shema – Weekday and Saturday
Called to the Torah for Aliyah at B'nei Mitzvah Service
Ashrei – Weekday and Saturday
D'Var Torah
Called to the Torah for Aliyahs
Mitzvah Project

Traditional Program (Masorti)

Focuses on reading the Haftarah

Haftarah
Maftir
Optional – 7th Aliyah, 1st Aliyah, Torah Service

Shabbat Afternoon Service (Minchi)

1 ½ hours before sunset

Mincha Service
Torah Service
All Torah Readings = 3 Aliyot
Optional – Ma'ariv Service, Havdallah

First Day of a New Jewish Month (Rosh Chodeshi)

Only available when Rosh Chodesh does not fall on Shabbat

Torah Service
All Torah Readings = 4 Aliyot
Optional – Shacharit, Hallel, Musaf

Torah Skills (Torahti)

Focuses on learning skill of reading Torah

Read at least 3 Aliyot including 7th Aliyah
Lead Torah Service
Optional – Read more Aliyot, Haftarah, Shacharit

Leading Service (Shiri)

Focuses on learning skills of leading services

Leading Service (Shiri)
Lead Kabbalat Shabbat
Lead Ma'ariv
Lead Shacharit
Lead Torah Service
Optional – Read Torah, Haftarah, Musaf

APPENDIX X

BLESSINGS FOR PARENTS TO GIVE CHILDREN

B'nei Mitzvah blessings for parents to give children at the end of Torah Service.

Option 1

for sons

יְשׁוּמְךָ אֱלֹהִים בְּאַפְרַיִם וּבְמִנַּשֶּׁה

May God grant you the blessings of Ephraim and Menasheh.

*May you be blessed by God as were Ephraim and Menasheh,
who understood that wherever they lived
their Jewishness was the essence of their lives;
who loved and honored their elders and teachers,
and who cherished one another
without pettiness and envy,
accepting in humility the blessings that were theirs.*

Option 2

for daughters

יְשׁוּמְךָ אֱלֹהִים בְּשָׂרָה, רִבְקָה, רָחֵל, וְלֵאָה

May God grant you the blessings of Sarah, Rebecca, Rachel and Leah.

*May God bless you
with the strength and vision of Sarah.
with the wisdom and foresight of Rebecca,
with the courage and compassion of Rachel
with the greatness and graciousness of Leah —
and their faith in the promise of our people's heritage.*

Option 3

May you live to see your world fulfilled,
May your destiny be for worlds still to come,
And may you trust in generations past and yet
to be.

May your heart be filled with intuition
and your words be filled with insight.
May songs of praise ever be upon your tongue
and your vision be on a straight path before you.
May your eyes shine with the light of holy words
and your face reflect the brightness of the heavens.
May your lips speak wisdom
and your fulfillment be in righteousness;
even as you ever yearn to hear the words
of the Holy Ancient One of Old.

Option 4

May you see the world each day with fresh eyes.
May you always know day from night, true from false, wisdom from convenience.
May your every step be on firm earth.
May you see through illusion to reality.
May you bring splendor and joy to all you touch.
May you always know what it is to live in freedom.
May you be a support to those who have fallen.
May you guide those who wander
to return to their true path.
May your needs be fulfilled.
May you draw strength from your community.
May you be a part of the splendor that crowns Israel
May you remember in whose image you are created.
May you remember the joy of freedom
even in times of bondage.
On life's path, may you never know weariness of body, mind, or spirit.

Option 5

Into our hands, O God, You have placed your Torah,
to be held high by parents and children,
and taught by one generation to the next.

Whatever has befallen us; our people have
remained steadfast in loyalty to the Torah.

It was carried into exile in the arms of parents that their
children might not be deprived of their birthright,
And now we pray that you, (name of child) , may always be
worthy of this inheritance.

Take its teachings into your heart, and in turn pass it on to your children
and those who come after you.

May you be a faithful Jew, searching for wisdom and truth,
working for justice and peace.

May the one who has always been our Guide inspire you to
bring honor to our family and to the house of Israel.

Blessed is God, who gives us the honor and privilege of
entrusting you with Torah.

בָּרוּךְ אַתָּה ה' אֱלֹהֵינוּ מֶלֶךְ הָעוֹלָם, שֶׁהַחַיִּינוּ וְקִיָּמָנוּ וְהִגִּיעָנוּ לַזְמַן
הַזֶּה

*Baruch Atah Adonai Eloheinu Melech HaOlam,
shehechayanu v'kiyamanu, v'higianu, lazman
hazeh.*

*Blessed are You, Adonai our God, Ruler of the
Universe who has given us life, sustained us and allowed us to reach this day.*

CONTACT INFORMATION

Executive Director, Deborah Zeger- dzeger@tberochester.org

Cell: 585-329-8032

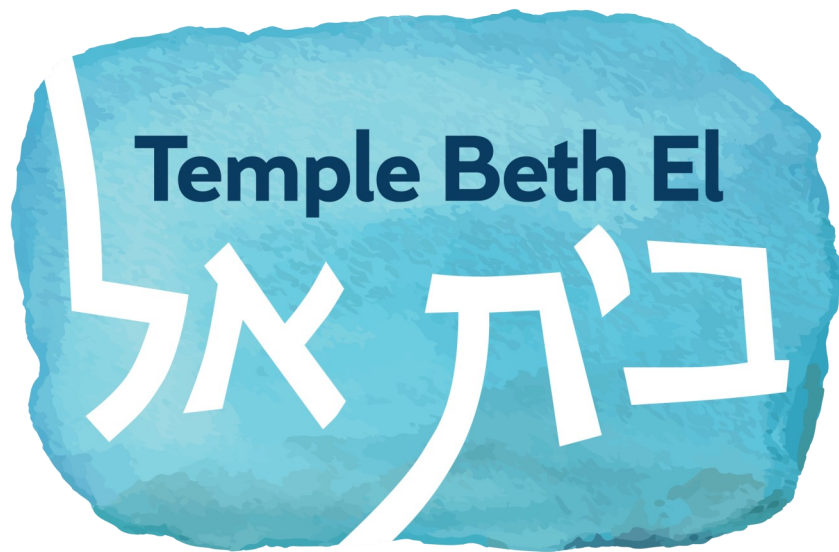
Office: 585-473-1770

Senior Rabbi, Leonardo Bitran- lbitran@tberochester.org

Cell: 585-410-0374

Office: 585-473-1770

Website: www.tberochester.org



**Sponsoring a
Kiddush, Seudah Sh'leesheet or
Weekday Minyan Breakfast**

Temple Beth El provides a weekly Kiddush at the conclusion of Shabbat morning services. The Kiddush is the community celebratory meal of Shabbat. A Kiddush may be sponsored by one or more families to celebrate a Simcha such as a Bar or Bat Mitzvah, an Aufruf or wedding, special anniversaries or birthdays, the birth of a child or grandchild or other life events. Consider sponsoring a Kiddush today!

Kiddush Pricing

<u>ITEM</u>	<u>BASE PRICE</u>	<u>PER ADDITIONAL 25 PEOPLE</u>
Base Kiddush - for 50 regular service attendees - includes soup, chili or cholent, or salad, Homemade Bread & challah, grape juice, coffee & tea, cold beverage, fresh vegetable & fresh fruit trays (seasonal availability), homemade cookies/ cakes, white tablecloths, kitchen products & staff.	\$250	\$125
Bagels	\$50	\$25
Blintzes	\$100	\$50
Couscous Salad	\$60	\$30
Cream Cheese & Butter	\$30	\$15
Deviled Eggs	\$40	\$20
Egg Salad	\$40	\$20
Gefilte Fish	\$60	\$30
Green Salad & Vegetables	\$60	\$30
Grilled Vegetables	\$60	\$30
Herring in Cream Sauce	\$50	\$25
Herring in Wine Sauce	\$50	\$25
Hummas & Pita	\$20	\$10
Ice Cream Novelties	\$40	\$20
Israeli Salad	\$40	\$20
Lox with Tomato, Onion & Cucumber Platters	\$110	\$55
Pasta Bar or Mac & Cheese	\$60	\$30
Pastrami, Turkey, Corned Beef, Roast Beef or Salami	\$150	\$75
Pickles & Olives	\$40	\$20
Pizza	\$60	\$30
Poached Salmon	\$300	\$150
Potato Latkes with Sour Cream & Applesauce	\$60	\$30
Quiche	\$100	\$50
Ratatouille	\$60	\$30
Rice Salad	\$60	\$30
Shakshukah	\$60	\$30
Spanikopita	\$60	\$30
Sweet Kugel	\$60	\$30
Tabuleh Salad	\$60	\$30
Tomato Sauce with Parmesan	\$100	\$50
Tuna Salad	\$60	\$30
Vegetable Tagine with Israeli Couscous	\$60	\$30
Whitefish Salad	\$50	\$25

If there is an item you would like that is not listed, please speak with our Executive Director.

Seudah Sh'leesheet or 3rd Shabbat meal is served between Mincha and Ma'ariv on Shabbat and can be sponsored for any reason.

Seudah Sh'leesheet

Base Seudah Sh'leesheet—for 25 Congregants—includes soup, chili or cholent, homemade bread & challah, grape juice, coffee & tea, cold beverage, fresh vegetable & fresh fruit trays (seasonal availability), homemade cookies/cakes, white tablecloths, kitchen products & staff.

For additional items, see the Kiddush Pricing information for 25 people.

Monday through Friday, except for fast days, a breakfast is provided after morning minyan. It can be sponsored for Yahrzeits, birthdays, anniversaries, the participation of a Bar or Bat Mitzvah at morning services or any reason you can think of.

Weekday Breakfast

Standard Breakfast - \$180

- Bagels - 3 Dozen
- Cream cheese - plain & vegetable
- Butter
- Salmon - 1 pound
- Malek's Kuchens - 3
- Sliced Tomatoes & Onions
- Orange Juice

Deluxe Breakfast - \$220

- Standard Breakfast plus:
- Tuna or Whitefish Salad - pound
- Egg Salad - 1 pound
- Herring in Wine Sauce - 1 pound
- Herring in Cream Sauce - 1 pound
- To Add:
- Fresh Fruit - \$30 Kugel - \$30

Additionally, flowers for the Bimah and/or Kiddush can be sponsored.

Bimah Flower Arrangement

- White or Color
- Flowers for Kiddush Tables

Price Per Arrangement

- + Delivery
- \$300
- Speak with Debbie Zeger

Sunkist Fruit Gems for Shabbat morning are supplies at
A cost of \$10 per 2 lb. bag, 2 bags normally used.

In lieu of sponsoring a Kiddush, Seudah Sh'leesheet, weekday breakfast or flowers,
A donation can be made to the Kiddush Fund to help support these events.

Kiddush Order Form

Basic	\$250	_____	Add Guests: _____	@\$125 per 25	Basic (25 Congregants)	\$100	_____
Bagels	\$50	_____	Add Guests: _____	@\$25 per 25	Bagels	\$25	_____
Blintzes	\$100	_____	Add Guests: _____	@\$50 per 25	Blintzes	\$50	_____
Couscous Salad	\$60	_____	Add Guests: _____	@\$30 per 25	Couscous Salad	\$30	_____
Cream Cheese & Butter	\$30	_____	Add Guests: _____	@\$15 per 25	Cream Cheese & Butter	\$15	_____
Deviled Eggs	\$40	_____	Add Guests: _____	@\$20 per 25	Deviled Eggs	\$20	_____
Egg Salad	\$40	_____	Add Guests: _____	@\$20 per 25	Egg Salad	\$20	_____
Gefilte Fish	\$60	_____	Add Guests: _____	@\$30 per 25	Gefilte Fish	\$30	_____
Green Salad & Vegetables	\$60	_____	Add Guests: _____	@\$30 per 25	Green Salad & Vegetables	\$30	_____
Grilled Vegetables	\$60	_____	Add Guests: _____	@30 per 25	Grilled Vegetables	\$30	_____
Herring in Cream Sauce	\$50	_____	Add Guests: _____	@\$25 per 25	Herring in Cream Sauce	\$25	_____
Herring in Wine Sauce	\$50	_____	Add Guests: _____	@\$25 per 25	Herring in Wine Sauce	\$25	_____
Hummas & Pita	\$20	_____	Add Guests: _____	@\$10 per 25	Hummas & Pita	\$10	_____
Ice Cream Novelties	\$40	_____	Add Guests: _____	@\$20 per 25	Ice Cream Novelties	\$20	_____
Israeli Salad	\$40	_____	Add Guests: _____	@\$20 per 25	Israeli Salad	\$20	_____
Lox with Tomato, Onion & Cucumber Platters	\$110	_____	Add Guests: _____	@\$55 per 25	Lox with Tomato, Onion & Cucumber Platters	\$55	_____
Pasta Bar or Mac & Cheese	\$60	_____	Add Guests: _____	@\$30 per 25	Pasta Bar or Mac & Cheese	\$30	_____
Pastrami, Turkey, Corned Beef, Roast Beef or Salami	\$150	_____	Add Guests: _____	@\$75 per 25	Pastrami, Turkey, Corned Beef, Roast Beef or Salami	\$75	_____
Pickles & Olives	\$40	_____	Add Guests: _____	@\$20 per 25	Pickles & Olives	\$20	_____
Pizza	\$60	_____	Add Guests: _____	@\$30 per 25	Pizza	\$30	_____
Poached Salmon	\$300	_____	Add Guests: _____	@\$150 per 25	Poached Salmon	\$150	_____
Potato Latkes w/Sour Cream & Applesauce	\$60	_____	Add Guests: _____	@\$30 per 25	Potato Latkes w/Sour Cream & Applesauce	\$30	_____
Quiche	\$100	_____	Add Guests: _____	@\$50 per 25	Quiche	\$25	_____
Ratatouille	\$60	_____	Add Guests: _____	@\$30 per 25	Ratatouille	\$30	_____
Rice Salad	\$60	_____	Add Guests: _____	@\$60 per 25	Rice Salad	\$30	_____
Shakshukah	\$60	_____	Add Guests: _____	@\$30 per 25	Shakshukah	\$30	_____
Spanikopita	\$60	_____	Add Guests: _____	@\$30 per 25	Spanikopita	\$30	_____
Sweet Kugel	\$60	_____	Add Guests: _____	@\$30 per 25	Sweet Kugel	\$30	_____
Tabuleh Salad	\$100	_____	Add Guests: _____	@\$50 per 25	Tabuleh Salad	\$50	_____
Tomato Sauce with Parmesan	\$60	_____	Add Guests: _____	@\$30 per 25	Tomato Sauce with Parmesan	\$30	_____
Tuna Salad	\$60	_____	Add Guests: _____	@\$30 per 25	Tuna Salad	\$30	_____
Vegetable Tagine with Israeli Couscous	\$60	_____	Add Guests: _____	@\$30 per 25	Vegetable Tagine with Israeli Couscous	\$30	_____
Whitefish Salad	\$50	_____	Add Guests: _____	@\$25 per 25	Whitefish Salad	\$25	_____

Weekday Minyan Breakfast

Linens (Price Per Piece)

Additional Items

Malek's Bakery

Standard Breakfast \$180 _____

Tablecloths - White: _____ @ \$10

Fresh Fruit \$30

Brownies (Full Sheet): \$192

Deluxe Breakfast \$220 _____

Color: _____ @ \$12

Kugel \$30

Individual Brownies: \$3 Each

Table Toppers _____ @ \$3

Flowers for Bimah: \$300

Kuchens: \$15 Each

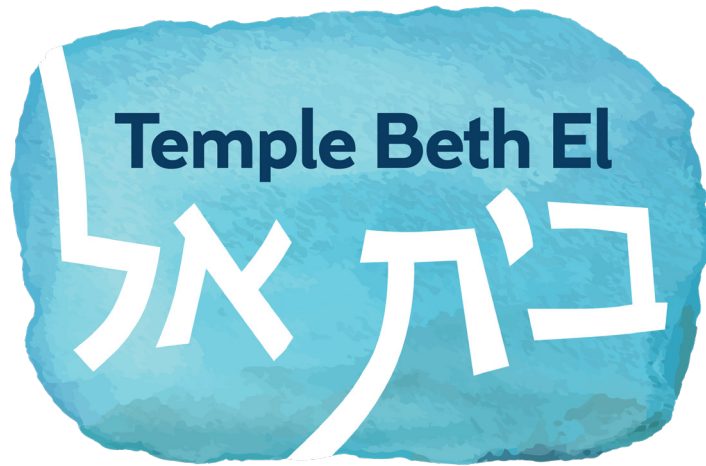
Napkins _____ @ \$.75

Sunkist Fruit Gems: \$10 per bag

Name: _____ Phone: _____

Address: _____

Email: _____ Occasion: _____



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