B'nei Mitzvah
Handbook 5775/2015

Rabbi Daniel B. Gropper
Rabbi Leora Frankel
Cantor Melanie Cooperman
Irene Lustgarten, Executive Director
Laurie Landes, Education Director
Richard Abrams, Director of Jewish Family Life

200 Forest Avenue · Rye, NY 10580 · (914) 967-6262 ·
www.comsynrye.org
Dear Parents,

When your child was named, the congregation said, “Just as they have brought this child into the covenant, so too may they bring this child to Torah, to the wedding canopy and to a life of good deeds.” Your decision to raise your child as a Jew, educated in a synagogue setting, means that you have fulfilled part of this charge and that you take Judaism seriously. We share our gratitude and admiration.

Our Bar/Bat Mitzvah program is designed to give you the tools and resources to bring Jewish values into your celebration—values like study, justice, giving, sanctity and moderation. Simply put, values that will help to ensure that God is on the guest list! This binder, therefore, is designed to give you the information underlying the process of becoming a Bar/Bat Mitzvah at Community Synagogue of Rye, so that we can ensure these goals are fulfilled.

Over the years we have worked hard to make the experience of Bar and Bat Mitzvah in our congregation a meaningful one. All of us, along with Laurie Landes, Education Director, Richard Abrams, Director of Jewish of Jewish Family Life, and various tutors, are involved in the preparation and instruction. We hold classes for families to discuss the Bar/Bat Mitzvah experience and to ensure that the focus is where it should be – on the development of character, of wisdom, and of spirituality in the life of your child and in the experience for your family.

If the focus of Bar/Bat Mitzvah is purely on the mechanics of the celebration or whether our children can get through the Torah reading without a glaring error, then we have missed out on what Bar/Bat Mitzvah can mean. It is not enough to teach our children how to say a blessing; we must also teach them how to be a blessing. We must guide them to see God in acts of kindness, justice, caring, love and in the pursuit of peace. As their teachers we want them to begin to sense God’s presence in the way they treat others and how they treat our planet. We want them to see those acts to be equally Jewish as saying kiddush or motzi. While our children develop physically and mentally, we need to also help them develop spiritually so that they may exercise their souls. Bar/Bat Mitzvah is an opportunity to do this and more. If it works, Bar/Bat Mitzvah can serve as a launching pad into adult Jewish life, giving our young people the resources and tools to access Jewish wisdom on the issues that confront adolescents when they need it most.

Amidst the social pressures you and your children feel surrounding this experience, we hope that you also feel the spiritual promise of the event, the pull of the Divine, and the knowledge that you are participating in an event filled with meaning both in the ancient past and in the very immediate present. We feel blessed knowing we will accompany you along this well-trodden path.

Mazal Tov!

Daniel Gropper  Rabbi Leora Frankel  Cantor Melanie Cooperman
BAR AND BAT MITZVAH: AN OVERVIEW

MEANINGS & CUSTOMS
The term Bar and Bat Mitzvah literally means “son” and “daughter of the commandment.” It is a
title given to all Jews upon reaching age 13 to signify that they are now personally responsible for their
own religious actions and moral behavior in accordance with the mitzvot (commandments).
Although no ritual or service is necessary to establish this status, over the centuries it has become
customary for the Bar and Bat Mitzvah to demonstrate a commitment to Judaism and the Jewish
people through a celebration in the synagogue. Within the Shabbat morning service, the student helps
lead the congregation in prayer and chants from the Torah, recites a passage from the Haftarah (the
Prophetic books) and offers a D’var Torah, a lesson and interpretation of the week’s Torah portion.

HISTORY OF BAR AND BAT MITZVAH
The Bar Mitzvah celebration dates back to the 13th century. Although customs varied from place to
place, the responsibilities of Bar Mitzvah were always the same: a boy was considered to have
reached the Jewish age of maturity; he accepted personal responsibility for the mitzvot; he was
thereafter counted as part of a traditional minyan (the 10 male adults required to hold a prayer
service), and he was looked upon as a full participant in Klal Yisrael, the “community of Israel.”
The first recorded Bat Mitzvah celebration involving a synagogue service occurred in the United
States in 1921. The Bat Mitzvah was Judith Kaplan, the daughter of Rabbi Mordechai Kaplan,
founder of the Reconstructionist movement in American Judaism. Today in Reform Judaism, in
the spirit of equality, both girls and boys celebrate becoming Bat or Bar Mitzvah at age 13.
GOALS OF THE B’NEI MITZVAH PROGRAM

- To help students reach their religious, moral, and spiritual potential through the encouragement, guidance, and support of the clergy, tutors, and teachers.
- To instill a thirst for Jewish knowledge through the study of Judaism’s rich heritage and culture, and to inspire students to adopt Judaism as their personal way of life.
- To encourage the regular practice of the mitzvot of Torah, Avodah, and Gemilut Chasadim—that is, the life-long study of Judaism, regular participation in community worship, and the continual performance of acts of loving-kindness.
- To gain the skills necessary to lead the congregation in prayer, to chant the Torah, and to understand and explain the content and meaning of the Torah and Haftarah portions.

WHAT DOES COMMUNITY SYNAGOGUE OF RYE ASK OF OUR B’NEI MITZVAH?
Students at Community Synagogue of Rye become eligible to celebrate a Bar/Bat Mitzvah at a Shabbat service with our clergy by fulfilling the following commitments:

- Students must enter the Religious School in third grade. For students who attend Jewish day schools, this attendance requirement may be waived. For families new to the congregation, enrollment in another synagogue’s religious school immediately prior to joining CSR’s will be accepted toward our five year requirement.
- Students must practice and prepare in between meetings with the Cantor, Rabbis, and B/M tutor as they work on chanting Torah, leading prayers, and writing a D’var Torah.
- At least one parent must join students at all B/M Family Education sessions in sixth and seventh grade.
- Attendance by students and their parents at a minimum of 8 Shabbat services at Community Synagogue during the year prior to celebrating Bar/Bat Mitzvah (3 Erev Shabbat and 5 Shabbat mornings).
- Completion of a Mitzvah Project fulfilling the obligation of Gemilut Chasadim—deeds of loving-kindness.

Students who fully participate in and successfully complete our B’nei Mitzvah preparation process will be able to:

- Lead the Shabbat morning service with the clergy
- Chant from the Torah scroll with musical trope
- Introduce and read an English selection from the Haftarah
- Give a D’var Torah—a teaching about the Torah portion.
- Deliver a D’var Mitzvah on the experiences and lessons learned doing a mitzvah project
BAR AND BAT MITZVAH IS JUST THE BEGINNING...

CSR TEENS
Through our new CSR Teens Program, 8th-12th graders have an array of exciting opportunities to deepen their Jewish connection through interactive classes, our COSY youth group, leadership training programs, Tikun Olam (social action) events, a Jewish basketball league, and various trips. Each teen can design a unique program based on his or her own interests, passions, and schedule, and all for one, flat passport fee of $360! The question is no longer, “Will I continue my Jewish journey in 8th grade?” but “How will I continue my Jewish journey in 8th grade?”

YOUR JUDAISM, YOUR CHOICE
In addition to classes on Jewish, identity, values, and texts, our ever-expanding Monday night program now includes creative, hands-on learning with multiple options for participation. 8th and 9th grades feature off-site volunteering and trips, J-Girls/J-Guys, and unique electives such as Jewish cooking, ritual arts, yoga, and “mitzvah clowning.” 10th graders study intensely with Rabbi Gropper and Cantor Cooperman through the Confirmation class. 11th and 12th graders can join one of the rabbis for monthly dinner and discussion nights out at local restaurants.

COSY, MADRICHIM TRAINING, AND MORE
Even if you don’t continue attending classes on Monday nights, CSR Teens have multiple pathways to remain involved at Community Synagogue of Rye. Develop your leadership skills and bond with friends through COSY, our senior youth group. Train to be a teacher and role model for CL students through our Madrichim-in-Training program. Make a difference in wider the community with the Social Action Series or Teen Tzedakah Collective. Grab an instrument and a mic for our Teen Band and Shabbat service. The possibilities are truly endless!
For more information about our full CSR Teens catalogue, contact Rabbi Frankel at Lfrankel@comsynrye.org or youth advisor, Joslyn DeLancey, at COSY@comsynrye.org.
**B’nei Mitzvah Preparation Time Line**

**One Year Before**
- Begin *Bar/Bat Mitzvah Boot Camp* (a series of five B/M education sessions that families—students and at least one parent—are expected to attend with our clergy and educators). At each of session, families will receive essential materials and guidance as they prepare for all aspects of this experience.
- Students will begin thinking about a *Mitzvah* project that they might like to take on. On Saturday, March 9, 2013, we will be showcasing a number of possible projects at our “March (Mitzvah) Madness” fair during the second B/M family ed. session.

**Nine Months before (or earlier)**
- Students and parents have an initial meeting with Cantor Cooperman. They will look at the *Parashah* (Torah portion) together and select the verses the child will chant from the Torah.

**Seven Months Before (or earlier)**
- Individual tutoring: Students begin individual weekly 30-minute sessions with a CSR tutor to review the liturgy of the Shabbat morning service and their assigned *Torah* portions. Students will have fifteen sessions with their tutor.
- Missed lessons: If your child is ill and needs to miss his/her lesson you must notify the Cantor or tutor in advance so that the tutor can be advised. We will do our best to make up the lesson. Without prior notice, missed lessons cannot be made up.
- Vacation periods and summer break: Students who are not away during vacation periods can arrange for tutoring with the Cantor (or tutors) who are available.
- Materials: Each student will receive a folder that will include a Torah and *Haftarah* workbook, a CD of the chanted parts of the service and their portion of the *Torah* portion, and Blessings Packet.
- There is a *B’nei Mitzvah* fee, due 6 months before the event. This covers the cost of materials, tutoring and various administrative costs.

**Three Months Before**
- Cantor will begin to meet with students to continue working on the *Torah* portion, review the service, and study and discuss the *Torah* and *Haftarah* portions. Students will have a total of twelve sessions with Cantor Cooperman.
- Students meet with one of the rabbis to begin preparing their *D’var Torah* and to discuss their *mitzvah* project.
B’nei Mitzvah Preparation Time Line Continued

One Month Before
- Students study their haftarah portion and discuss with the Cantor how it connects with the Torah portion. They will write a brief introduction to the haftarah portion.
- Students will have a follow-up meeting with one of the rabbis to edit their D’var Torah.
- Cantor will begin to practice prayers and chanting with students in the sanctuary.

One Week Before
- Students and parents meet with Rabbi Gropper to discuss the family’s participation in the worship service, the spiritual meanings of bar/bat mitzvah and the meaning of this occasion in the family’s life.

The Friday Before
- Final rehearsal on the bimah at 11 am on the Friday of the Bar/Bat Mitzvah. Parents are required to attend; sibling attendance is optional.

Erev Shabbat/Friday Evening Service
- Parents bless the candles. Bar/Bat Mitzvah leads the Kiddush. (See Ritual Resources.)
- B’nei Mitzvah delivers a D’var Mitzvah, an explanation of their Mitzvah Project.

Shabbat/Saturday Morning Service
- The parents and Bar/Bat Mitzvah child meet with Rabbi Gropper at 11 am for a special moment in front of the ark before the service and to put on your child’s tallit.
YOUR D'VAR MITZVAH (WORD OF MITZVAH)

At the Friday night service of the Shabbat where you will be called to the Torah as a Bar/Bat Mitzvah, you will give a D’var Mitzvah. This is a short, 2 paragraph presentation about your Tikkan Olam (Community Service) project.

Your D’var Mitzvah should be only 2 paragraphs long:

Paragraph 1: introduce yourself and describe your mitzvah project
Paragraph 2: say what you learned or found meaningful from doing this project

HOW TO WRITE YOUR D’VAR TORAH

Using this outline might help you to structure your d’var Torah after meeting with the rabbis. It is best to work with an adult or a friend as you prepare your draft.

Intro:
Start with the words “Shabbat Shalom,”
Where your portion is from (What is the name of the parashah in the Torah? What chapters and verses are you about to discuss?)

Summary:
Summarize the entire Torah portion (the introduction on p. 8 of your Torah booklet is a great resource)
Summarize the Section of Torah you are reading in your own words.

Focus:
What question(s) does the Torah text raise that you want to consider?
Pick a particular theme, sentence or word that is in your Torah portion.
Explain why you are going to talk about this idea.

Timeless Lessons:
What do I think the Torah is trying to teach (my opinion)?
Why do you think it is trying to teach this, why is this an important lesson?
Are there commentaries that help you understand the meaning of the Torah?
Note: This lesson should be derived from section III (Focus).

Application:
How does this lesson apply to me as I prepare to become bar/bat mitzvah?
How does it apply to all of us, to the Jewish people?

SUMMARIZE YOUR MESSAGE
What have you learned from your Torah portion that impacts the process of becoming a Bar/Bat Mitzvah?
What do you want people to take away from your D’var Torah the morning of your Bar/Bat Mitzvah?
BAR/BAT MITZVAH: BECOMING RESPONSIBLE

Becoming a Bar/Bat Mitzvah is not just about marking a milestone with a finite ritual moment. It is also about entering a new stage of life in which a student takes on more personal responsibility for his or her life—Jewish and secular. In addition to the outlined responsibilities of preparing for the service, to become a Bar/Bat Mitzvah at Community Synagogue of Rye, students are required to complete a Mitzvah Project as well as 13 personal challenges that they select for themselves.

TIKKUN OLAM OR MITZVAH PROJECT

_Tikkun Olam_ means “repair the world.” It is otherwise known as social justice or social action. Mitzvah literally means “commandment,” and refers to the 613 commandments that we are given in the Torah, ranging from ritual observance to ethical values. Each student is required to complete a _tikkun olam or mitzvah_ project, together with his or her family, which will personalize and add substance to what it means to become a _Bar or Bat Mitzvah_. Each student will be asked to select a _tikkun olam_ project that is meaningful to them and their family. The student will then create a plan to fulfill this project (which should not be less than 8-10 hours of service). Students will present a _D’var Mitzvah_, a short talk about their _Tikkun Olam_ project at the Friday evening _Shabbat_ service prior to their _bar/bat mitzvah_.

Examples of _Mitzvah_ projects include:

- ✦ Help an older neighbor by running an errand or doing some other helpful chores.
- ✦ Tutoring or reading to younger children at a local library.
- ✦ Adopt an elderly person at a local care facility and send cards and/or pay visits.
- ✦ Run a collection drive for food, clothing, or other items to donate.
- ✦ Participate in one of CSR’s Social Action projects.
- ✦ Help out at a soup kitchen. (The Carver Center has a special relationship with CSR)
- ✦ Volunteer as a teacher’s assistant in our CJL
- ✦ Create your own _Gemilut Chasadim_-related project with approval of a Rabbi, the Cantor, or the Director of Education.

A binder with project ideas is available and we will be featuring possible project ideas at our annual _Mitzvah Madness Fair_ for 6th Grade families.
13 Personal Challenges

Your family mitzvah project will demonstrate your responsibility to help others and make a difference in the world around you. Becoming a Bar/Bat Mitzvah also means taking responsibility for yourself and your own life.

We ask each Bar/Bat Mitzvah student to select 13 personal challenges or goals for the year as they move towards greater independence and personal responsibility. We ask that approximately half of these challenges relate to Jewish aspects of their lives, and the others are completely open to what each teen wants to learn, try, and accomplish.

Here are examples of what we believe a 13-year-old should be able to do, in Judaism, at home, and beyond:

Around the House
- Load and run; unload the dishwasher
- Do his or her own laundry
- Cook a meal (maybe Shabbat dinner!) for the whole family
- Assemble and take out the garbage and recycling
- Change a diaper
- Pump air into or change a tire
- Manage his or her own schedule and time
- Write a proper e-mail or letter
- Keep a personal budget
- Tie a necktie
- Feed, walk, and care for pets
- Make your bed
- Set the table for a formal meal
- Help clean up the house (not just your own room)
- Give directions around town

Read the newspaper and discuss major headlines

What else do you think a 13-year-old should be able to do?

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**Jewish Learning & Skills:**

- Add a Jewish book to your personal library (and actually read it!).
- Watch a movie or program of Jewish interest and discuss it with your parents.
- Subscribe to a Jewish magazine and write a one-page report on an article.
- Learn to play a piece of Jewish music.
- Create a piece of artwork inspired by your Torah portion.
- Record an interview with a grandparent about Jewish life when they were 13.
- Light and bless Shabbat candles for a minimum of 3 Shabbat evenings.
- Lead your family in kiddush for a minimum of 3 Shabbat evenings.
- Lead your family in motzi 13 times before a meal with other family members.
- Recite the Shma before bed on 13 nights.
- Attend one Saturday morning Torah study (8:45-10:15 am) service with your family and participate in the discussion.
- Attend a Jewish lifecycle event (brit, baby naming, wedding, or funeral).
- Attend a Shabbat service at another synagogue with your family; tell one of the rabbis or cantor about how it compared to our own.
- Attend a service at a church or institution of a different religious faith.
- Write a creative prayer to use as part of your Bar/Bat Mitzvah service.
- Visit a sick friend or relative.
- Buy a mezuzah and affix it to your bedroom door with the appropriate blessing.
- Help lead a CJL Shabbat worship service (10:20-10:45 am) for younger students.
- Have Shabbat dinner with other B'nei Mitzvah families.
- Help build a sukkah at your or a friend's home; or help decorate the congregation's sukkah.
- Make a ritual object (e.g. yad, chanukiah, challah cover, kiddush cup, etc.).
- Attend a shiva minyan and help comfort mourners in the community.

What other Jewish acts or skills do you think a 13-year-old should master?

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YOUR 13 PERSONAL CHALLENGES

In the space below, write down the 13 personal challenges you will accomplish over the course of your Bar/Bat Mitzvah year—at least half of which should be Jewish in nature. Check them off as you accomplish each, and bring this completed sheet to your final meeting with the rabbi.

Name: __________________________________________

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FAMILY PARTICIPATION

FAMILY PARTICIPATION IN THE SERVICE

Shabbat Morning - Aliyot to the Torah

Each family may ask relatives or close friends to be called up to the bimah for an aliyah. This set of blessings recited before and after a section of the Torah can be either chanted or read. (Please see Ritual Resources section for Blessings for the reading of Torah.) Each family is given the honor of two aliyyot. Typically the first aliyyah is said by grandparents, the second by parents and the third aliyyah is given to the Bar/Bat Mitzvah student.

Other Honors:
- Lifting and Dressing the Torah (hagbah and g’lalah)
- Opening and closing the Ark

HEBREW NAMES

All aliyyot are called to the Torah by their English, and if possible, by their Hebrew names. You will be encouraged to provide Hebrew names for those who you wish to honor. Those who are called to the Torah must be Jewish and at least 13 years old. Families will receive a form from the Cantor’s office to be filled out with the English and Hebrew names of all family and friends who are given the honor of an aliyyah. You will find a full form to fill out with these names in the Ritual Resources section. This form must be returned to the Cantor’s office prior to the final rehearsal.

INTERFAITH FAMILIES

It is the goal of our congregation to honor and respect the integrity of each family, and we wish to promote shalom bayit (family unity) on joyous occasions. We do not want family members to compromise their beliefs or identity, nor do we wish them to take on roles or speak words that are not in consonance with their religious identity.

Some of our words of prayer are particularistic. Certain prayers, such as the blessings over the Shabbat candles and those before and after reading from the Torah, refer to the obligations Jews owe to God. Non-Jewish parents participate in our worship services by reading universalistic prayers and by blessing their children after the Torah reading. (See the Ritual Resources section for a copy of this alternative blessing.)

SIBLING PARTICIPATION

Siblings of appropriate age join their family on the bimah and read an English prayer. (See the Ritual Resources section for the Sibling prayer). Siblings who are 13 and older may also be called to the Torah for an aliyyah.
FAMILY PREPARATIONS & RESPONSIBILITIES

USHERING DURING SHABBAT MORNING SERVICES
Families are expected to select adult friends who will be present to serve as ushers. Ushers are expected to:

Arrive 20 minutes before services begin in order to greet people with a friendly “Shabbat Shalom” as they arrive.

Remind guests, as needed, that we do not allow any photography or personal videography at any time inside the sanctuary.

Ensure that teens are sitting in the rows reserved for the B/M student’s friends and are not disruptive during the service.

Approximately one chaperone per 10 teenagers should be seated with children to ensure that they are acting appropriately and participating in the service.

TALLITOT (TALLIT) AND KIPPAH (YARMULKE)
The minhag (custom) of Community Synagogue of Rye is that one should wear what is meaningful to oneself. We encourage all B’nei Mitzvah to wear a tallit and kippah. We have some tallitot for guests to wear which are available outside the sanctuary. Kippot may be ordered from our Judaica Shop which also has a nice selection of tallitot to purchase. Call Brianne Goldstein at 914-939-3213 if you would like to order them.

GIVING BACK: THE MITZVAH OF TZEDAKAH
Community Synagogue of Rye encourages every family to make tzedakah (righteous giving) a part of its celebration. Community Synagogue of Rye is a partner congregation with MAZON: A Jewish Response to Hunger. In the spirit of Jewish tradition, please consider giving 3% of the cost of your celebration to MAZON. Make this day even more special by providing food and other help, through MAZON, to poor families everywhere. Donations can be sent on their website at http://mazon.org.

It is also common practice for the student and family to express appreciation to the clergy, the tutor, and the congregation for their dedication to your child’s Jewish life and Jewish education. It is appropriate to contribute to the Rabbis and Cantor’s Discretionary Funds or to other synagogue funds (See “Nuts & Bolts” section for a complete list of funds.) Feel free to contact the clergy or educators to discuss tzedakah donations or ideas for special gifts to commemorate the occasion.
BAR/BAT MITZVAH CEREMONY FORM

(if double B’nei Mitzvah, each family fills out their own form)

Full English Name of Bar/Bat Mitzvah:

Hebrew Name: ___________________________ ben/bat _______________ v’ ___________________________ (father’s Hebrew name) (mother’s Hebrew name)

Parent(s) Name(s):

Torah Portion (include chapters & verses) ___________________________ Page #: __________
(Cantor will fill in Torah Portion)

Haftarah Portion:
(Cantor will fill in Haftarah Portion)

First Ark Opening:
(1 or 2 people, Jewish and/or non-Jewish; for double B’nei Mitzvah, up to 2 from each family)

Aliyah (for blessing the Torah):
(1st Aliyah commonly recited by bar mitzvah, but not limited to grandparents; 2nd Aliyah commonly recited by parents; 3rd Aliyah reserved for B’nei Mitzvah)

<table>
<thead>
<tr>
<th>English Name</th>
<th>Relation to child</th>
<th>Hebrew Name</th>
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Lift Torah Scroll:

Dress Torah Scroll:
(only 1 person lifts Torah, Jewish, for double B’nei Mitzvah, families will discuss who will lift; up to 3 people total may dress the Torah, Jewish)

Second Ark Opening: (for returning Torah)
(1 or 2 people, Jewish and/or non-Jewish; for double B’nei Mitzvah, up to 2 from each family)

Siblings Prayer:

Third Ark Opening: (before Aleinu)
(1 or 2 people, Jewish and/or non-Jewish; for double B’nei Mitzvah, up to 2 from each family)

Are there any relatives who are deceased, whose names you would like read before Kaddish?

__________________________

__________________________

__________________________

Board of Trustees Representative:

Closing Song: ___________________________ Page #: __________
(Cantor will fill in this part)

Notes:
BLESSINGS FOR THE READING OF TORAH

Blessing Before The Reading

READER:
Bar’chu et Adonai ha’m’vorach!

CONGREGATION Responds:
Ba-ruch Adonai ha’m’vorach
l’olam va-ed.

READER:
Ba-ruch Adonai ha’m’vorach
l’olam va-ed.
Ba-ruch atah Adonai
Eloheinu Melech ha-olam
asher bachen banu mikol ha’amim
v’natan lanu et Torato

Baruch atah Adonai no-tein ha-Torah.

Praised the One to whom our praise is due! Praised be the one to whom our praise is due, now and forever! We praise You, Eternal God, Sovereign of the universe: You have called us to your service by giving us the Torah. We praise You, O God, Giver of the Torah.

Blessing After The Reading

READER:
Ba-ruch atah Adonai
Eloheinu Melech ha-olam
asher na-tan la-nu Torat emet
v’chayei olam natah b’tocheinu
ba-ruch atah Adonai, notein ha-Torah.

We praise You, Eternal God, Sovereign of the universe: You have given us a Torah of truth, implanting within us eternal life. We praise You, O God, Giver of Torah.
Shehecheyanu

[We sing together]

Baruch ato Adonai, she-he-chey-anu ve-ki-yave-techanu ve-gi-an la-zeman hazeh.

I pray you see all the things that matter most.

Baruch ato Adonai, she-he-chey-anu ve-ki-yave-techanu ve-gi-an la-zeman hazeh.

Our tradition calls this Mitzvah Commandment.

Let's walk hand in hand on the path of Jewish life.

Learning from and giving to each other.

Thank you, God, for bringing us together in this world.

And for guiding us along the way.

[This Hebrew is optional]


V'lo ha-yivra et she-mi-cha. V'lo ha-yivra et she-mi-cha. V'lo ha-yivra et she-mi-cha.}

Sibling's Prayer
ALTERNATE TORAH BLESSINGS FOR A NON-JEWISH PARENT

Before the reading of the Torah

HOLY ONE OF BLESSING,
Your Presence fills creation.
You have enlightened this path
with the wisdom of Torah,
giving it to the Jewish people
as their particular way.
Blessed are You, Merciful One,
who gives this Torah to the Jewish people.

After the reading of the Torah

HOLY ONE OF BLESSING,
Your Presence fills creation.
This Torah is a teaching of truth,
whole and balanced,
and from it comes eternal life
for the people who embrace it.
Blessed are You, Merciful One,
who gives this Torah to the Jewish people.
**WHO TO CALL WHEN I HAVE A BAR/BAT MITZVAH QUESTION**

We have an extensive team of clergy, staff, and lay leaders who work together to ensure that your Bar/Bat Mitzvah experience is meaningful, well-planned, and meets the needs of your family. We know that there are many dimensions of the preparation process to keep track of and the following chart can help direct you to the appropriate person should you have questions about any aspect. Of course, if you are not sure who to contact, you can always call the main office at (914) 967-6262 and someone will help direct your question to the appropriate person.

<table>
<thead>
<tr>
<th>Who should I contact?</th>
<th>If I have questions about...</th>
<th>Phone</th>
<th>E-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cantor Dana Anesi, Tutor</td>
<td>Tutoring sessions</td>
<td>(914) 420-7430</td>
<td><a href="mailto:danasi@huc.edu">danasi@huc.edu</a></td>
</tr>
<tr>
<td>Ginny Carlin, Tutor</td>
<td>Tutoring sessions</td>
<td>(914) 939-8803</td>
<td><a href="mailto:VSCarlin@gmail.com">VSCarlin@gmail.com</a></td>
</tr>
<tr>
<td>Barbara Chumsky, B/M Date Coordinator</td>
<td>Bar/Bat Mitzvah dates</td>
<td>(914) 967-6354</td>
<td><a href="mailto:BarbaraBm419@aol.com">BarbaraBm419@aol.com</a></td>
</tr>
<tr>
<td>Cantor Melanie Cooperman</td>
<td>Learning your prayers and Torah reading</td>
<td>(914) 967-6262</td>
<td><a href="mailto:mcooperman@comsynrye.org">mcooperman@comsynrye.org</a></td>
</tr>
<tr>
<td>Felicia DePaola, B/M Date Coordinator</td>
<td>Bar/Bat Mitzvah dates</td>
<td>(914) 939-6693</td>
<td><a href="mailto:feliciagd@aol.com">feliciagd@aol.com</a></td>
</tr>
<tr>
<td>Rabbi Leora Frankel</td>
<td>Writing &amp; editing your D'var Torah</td>
<td>(914) 967-6262</td>
<td><a href="mailto:lfrankel@comsynrye.org">lfrankel@comsynrye.org</a></td>
</tr>
<tr>
<td>Brianne Goldstein, WRJ Judaica Shop</td>
<td>Buying a tallit or other Judaica</td>
<td>(914) 939-3213</td>
<td><a href="mailto:bbg47@aol.com">bbg47@aol.com</a></td>
</tr>
<tr>
<td>Rabbi Daniel Gropper</td>
<td>Writing &amp; editing your D'var Torah</td>
<td>(914) 967-6262</td>
<td><a href="mailto:dgropper@comsynrye.org">dgropper@comsynrye.org</a></td>
</tr>
<tr>
<td>Laurie Landes, Education Director</td>
<td>My mitzvah project or CJL curricula</td>
<td>(914) 967-6262</td>
<td><a href="mailto:llandes@comsynrye.org">llandes@comsynrye.org</a></td>
</tr>
<tr>
<td>Irene Lustgarten, Executive Director</td>
<td>Fees, facility rentals, and other logistics</td>
<td>(914) 967-6262</td>
<td><a href="mailto:ilustgarten@comsynrye.org">ilustgarten@comsynrye.org</a></td>
</tr>
<tr>
<td>Abby Pisaniello, CJL Administrator</td>
<td>CJL Administration</td>
<td>(914) 967-6262</td>
<td><a href="mailto:apisaniello@comsynrye.org">apisaniello@comsynrye.org</a></td>
</tr>
<tr>
<td>Leah Negrin, Cantor’s schedule asst.</td>
<td>Scheduling a lesson or meeting with the cantor</td>
<td>(646) 645-8867</td>
<td><a href="mailto:lnegrin@comsynrye.org">lnegrin@comsynrye.org</a></td>
</tr>
<tr>
<td>Diane Sacks, Clergy Assistant</td>
<td>Scheduling an appointment with one of the rabbis</td>
<td>(914) 967-6262</td>
<td><a href="mailto:dsacks@comsynrye.org">dsacks@comsynrye.org</a></td>
</tr>
</tbody>
</table>
ADMINISTRATIVE ASPECTS OF BECOMING A BAR/BAT MITZVAH AT CSR

Bar/Bat Mitzvah Preparation
Technical preparation for your child’s Bar/Bat Mitzvah begins about 7 months prior to the service when a private tutor will work weekly with your child followed by a series of meetings with the Cantor and the Rabbi. There is a Bar/Bat Mitzvah fee that covers the costs of the weekly tutoring, materials, administrative support and staff time. It is to be paid six month prior to the date of your child's bar/bat mitzvah and is currently $1500.

Bar/Bat Mitzvah Service & Materials
A final rehearsal with the Cantor is scheduled on the Friday before the Bar/Bat Mitzvah service at 11am. If families have ordered personalized kippot (yarmulkes) or opted to create a program, you may bring them with you on Friday and we will put them out before your guests arrive on Saturday morning. Both boys and girls are both expected to wear a tallit (prayer shawl).

The family meets with the clergy at 11am on the morning of the Bar/Bat Mitzvah and the service begins at 11:15am. The time on your invitations should read 11:15am so that your guests do not find themselves sitting in the pick-up line at religious school dismissal, which immediately precedes the Bar/Bat Mitzvah. The service generally concludes between 12:45 and 1:00pm.

Facility Rental
We encourage you to consider using the synagogue facilities for your celebration. If you decide to hold a special Friday Shabbat dinner, luncheon, or your Bar/Bat Mitzvah party here at Community Synagogue of Rye, please contact the office at least six months prior to your event and we will provide you with our Facility Rental Agreement. There are many events scheduled in the synagogue on Saturdays and rentals are approved on a first-come first-served basis, provided that space is available.

Bimah Flowers/Baskets
The family of the Bar/Bat Mitzvah provides flowers or other decorative baskets for the bimah to be delivered by 3pm on the Friday preceding your child’s Bar/Bat Mitzvah. Some families choose to provide baskets of food, books, etc. to be donated to a local hospital or charity. This is a lovely way to extend the theme of your family’s mitzvah project. If you are ordering flowers, please choose non-fragrant varieties that are reasonably low in sensitivity to the clergy and guests. If you display donation baskets, it is your responsibility to retrieve them for donation the following week.
Friday Night *Oneg Shabbat*

On the Friday evening prior to the *Bar or Bat Mitzvah*, you and your family attend evening services and are called up to light the Shabbat candles at the start of the service and lead Kiddush at the end of the service. This is an opportunity for the congregation to celebrate with you and offer you wishes of *Mazel Tov*. Families of the *Bar/Bat Mitzvah* child(ren) sponsor the *Oneg Shabbat* (coffee, tea, and light refreshments) following the service and the charges are included in the *Bar/Bat Mitzvah* fee.

**Photography and Videography**

Photography in the sanctuary is not allowed during *Shabbat* or during or other worship services. Please note that there is not a significant amount of transition time between our Torah study and CJL services and the *Bar/Bat Mitzvah*, so the sanctuary will only be available for a few minutes before your service begins on that Saturday morning for photos. You are welcome to arrange a time with the synagogue office for photographs to be taken prior to the service.

The congregation will provide each family with a DVD of the *Shabbat* morning service (at no charge). Community Synagogue of Rye will not be held responsible in the event of a malfunction of the video equipment or DVD. If you wish, you may arrange for your own videographer, provided that tripod is not moved during the service.

Irene Lustgarten, Executive Director, the office staff and custodial staff will be working with you to ensure a meaningful and memorable experience.
COMMUNITY SYNAGOGUE OF RYE
A BRIEF GUIDE TO RESTRICTED AND ENDOWED FUNDS

On a regular basis, congregants and non-members support Community Synagogue by making financial contributions in honor, memory, gratitude and celebration of family, friends, special occasions and life cycle events. Over time, special funds have been established either by the synagogue, or by members and donors, in order to create opportunities for targeted giving. The synagogue has two kinds of funds, Restricted Funds and Endowed Funds.

Restricted Funds
Restricted Funds are established by donors; all funds may be used, for the expressed purpose of each fund.

Adult Education/Cecile Fraenkel Memorial Fund - Supports Adult Education programming for the synagogue community (as planned and implemented by the Adult Education committee).

 Beautification Fund - Supports the improvement of synagogue facilities.

Cantor’s Discretionary Fund - The Cantor’s discretionary fund enables Cantor Cooperman to help congregants in times of need and support projects of special interest, both within the congregation as well as in the wider community.

Early Childhood Center Enrichment Fund - Supports special projects, programs and services provided by the Early Childhood Center.

Grayer Teen Engagement Fund - for staffing, overhead, special projects and/or programming dedicated to the activities and engagement.

Hesed Fund - Enables the Hesedy/Caring Committee to assist congregants in need.

Israel Action Fund - Supports programs and events sponsored by the Israel Action Committee.

Kol Nashim - This newly established fund supports programs for women, girls and the significant people in their lives, in areas such as cultural arts, current events, the Land of Israel, leadership development, life skills, physical and mental health.

Michael Ginsberg Memorial Library Fund - Supports the upkeep and improvement of the synagogue library, enrichment and enables the synagogue to present concerts, musical events and related learning opportunities.

Prayer Book Fund - Enables the synagogue to purchase new prayer books, Torah commentaries, etc. as needed.

Rabbi Frankel’s Discretionary Fund - To assist needy individuals or organizations, to increase Jewish learning and engagement and to further the vision of Community Synagogue of Rye at the discretion of Rabbi Frankel

Rabbi Gropper’s Discretionary Fund - To assist needy individuals or organizations, to increase Jewish learning and engagement and to further the vision of Community Synagogue of Rye at the discretion of Rabbi Gropper

Religious School Enrichment Fund - Supports special projects and programmatic needs of the Religious School

Religious School Special Education Fund - Funds programs and services related to assisting children and congregants with special needs.

Senior Activates in a Jewish Environment (SAJE Fund) - Provides funds for the planning and implementation of SAJE programs.
Social Action Fund - Provides funds for projects, programs and events undertaken by the Social Action Committee.

Steven Harry Klein Membership Fund - To be used as a supplement for new and present members who cannot afford to pay the full applicable membership dues. Only 85% of the amount of the Fund shall be transferred to the operating account. The balance shall remain in the Fund.

Synagogue Fund - Supports synagogue programs, services and activities as needed.

Endowment Funds
The synagogue has the following donor established Endowed Funds. Each year, a maximum of five percent of the interest of the amount of money in each fund may be used for the expressed purpose of that fund.

Goodkind Scholar-in-Residence Fund - This fund pays for expenses related to the synagogue's annual scholar-in-residence weekend.

The Obrasky Fund - This fund provides transportation for older adults to and from the synagogue.

Pond and Beyond Fund - Provides financial support for improvement of synagogue ground

Reform Jewish Commitment Fund (RJC) - Enables religious school students to participate in the annual URJ Religious Action center (RAC) program in Washington D.C.

David and Iris Sampliner Youth Leadership Development Fund - Provides funds for Scholarships for students attending Camp Eisner, Crane Lake Camp, Kutz Camp, NFTY conferences and biennials, related-Jewish Camps, and for youth leadership (development programs, and youth study/travel to Israel).

Etz Ha Dorot Endowment Fund/The Unrestricted Endowment Fund - Makes funds available for special projects or needs of the synagogue, as determined by the Board of Trustees

Victor and Marjorie Wolder Fund in memory of Herbert Millman - Funds an annual Adult Education lecture or special program (usually held in the spring; always planned and implemented by the Lifelong Learning Committee.)

Victor and Marjorie Wolder Joy of Living Fund - Provides funds for an annual community event – always a joyous occasion, usually a musical program.
Community Synagogue of Rye
B’nai Mitzvah Brit 5775/2015

Studying:

Parent(s) agree to encourage student as he/she studies and works on all of the B’nai Mitzvah materials.

Parent(s) agree to adjust schedules so as to be available to help student with studying and practicing.

Student agrees to adjust his/her schedule to include study and work time on all of the B’nai Mitzvah materials.

Student agrees to keep complaints about studying and procrastinating about studying to a minimum.

Student agrees to continue attending the CJI through the entirety of 7th grade (even if your B/M falls earlier in the year)

Parent(s) agree to ensure student’s attendance at the CJI through the entirety of 7th grade.

Reception Preparation:

Student agrees to help with planning for the reception.

Parent(s) agree to include student in planning for the reception.

Feelings:

Students and parent(s) agree to be sensitive to each other’s needs during this time of pressure, anxiety and excitement.

We have read this brit and agree to the above statements:


**Please return a copy of this signed brit to Cantor Cooperman at one of your meetings and keep the other.**
Community Synagogue of Rye ~ Center for Jewish Learning
MITZVAH PROJECT FORM

Name: Date of Bar/Bat Mitzvah:

What mitzvah did you choose to focus on? (See B/M Binder for a list of sample mitzvot.)

Name of Organization:
Address:

Website:
Contact Person:
Phone number: E-mail:

What did you do for your project to fulfill this mitzvah? (Be as detailed as possible.)

How did the experience affect you? What did you learn from it?

Would you recommend this project to future B/M students? Why or why not?

**Please return this form to Laurie Landes in the CJL Office when completed.**

COMMUNITY
SYNAGOGUE
200 Forest Avenue
Rye, NY 10580