

TEMPLE BETH AM

B'NAI MITZVAH

HANDBOOK

(206) 525-0915



(revised October 2008)

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And more on the TBA web site!

A LETTER FROM THE RABBIS

Dear B'nai Mitzvah Families,

A goal of the B'nai Mitzvah experience at Temple Beth Am (TBA) is to create a meaningful, inclusive, holy, and genuine communal celebration of a young person's coming of age in our community.

To achieve this goal we have set three standards for both families and youth that make this an authentic experience, reflecting our commitment to take Torah seriously and build true Jewish community.

The first is **Connection**:

No child or parent, Jewish or non-Jewish, should feel like a stranger on our *bimah*. Building a spiritual connection to community takes time. It is essential that families participate in the prayer life of the community; hence we fully expect that:

1. The year prior to the B'nai Mitzvah ceremony families attend Shabbat service on a regular basis, at least twice a month.
2. Families be part of the holiday cycle and especially attend High Holy Day services (having students miss school if they fall on a weekday). B'nai Mitzvah students should help with the Passover seder, light Chanukah candles, hear the *Megillah* on Purim, and the Book of Ruth on Shavuot.

The second is **Study**:

B'nai Mitzvah is not a graduation, but an embrace of the ongoing value of Torah study in a person's life. In this difficult world in which our young people face so many challenges, one of the greatest gifts a parent can give their child is a spiritual and ethical connection to a living, holy, authentic tradition. Study does not stop with B'nai Mitzvah, it moves forward, speaking to their needs as they continue to grow as young adults. Therefore:

1. Students are required to attend religious school on a regular basis on Tuesdays and Sundays for a minimum of two years prior to the B'nai Mitzvah. If they become B'nai Mitzvah early in the year they are expected to continue with their studies. Classes will be adjusted to be of interest to the post-B'nai Mitzvah seventh grader.
2. It is our expectation that students who have been called to the Torah at Beth Am as B'nai Mitzvah will continue to participate in our high school education program which continues through twelfth grade as part of our Am Yisrael High (AYH).

The third is **Hiddur Mitzvah**:

The rabbis of old taught that when one goes to fulfill a mitzvah, one should do so with a sense of pride and wonder. We celebrate the fact that each child is called to the Torah and leads the

congregation to the best of their ability. As rabbis we invest significant time helping to insure that our children are confident and comfortable on the *bimah*. To help your child, you need to guide them to do as follows:

1. Work weekly with an approved tutor six to eight months prior to the service.
2. Schedule meetings and rehearsals with the rabbis six months prior to the service. You will work with the rabbi assigned to the date of the Shabbat service on which the B'nai Mitzvah takes place.
3. Listen to your child practice their prayers and *parasha*, which they should be doing multiple times on a weekly basis and daily if possible. Even if you do not know Hebrew, you can tell if they are progressing.
4. Parents are expected to attend both rehearsals. The first one is ten days prior to the service and the second is the Friday morning before the service. Grandparents and other service participants are encouraged to come to the second rehearsal.
5. The entire B'nai Mitzvah family attends Friday night services the evening of the B'nai Mitzvah Shabbat, and we hope that extended family and out of town guests will join them. Please remember that Friday night service times vary and make your dinner plans accordingly.

This handbook will answer many questions about preparing for this wonderful day in the life of your family. If we rabbis can be of any more help, please feel free to contact us.

We are most honored to be able to partner with you in your child's Jewish education and the celebration of their becoming young adults.

L'Shalom,

Rabbis Beth and Jonathan Singer

TIMELINE

Months prior	Task (optional)	Responsibility
16-18	Set dates	TBA
	Confirm dates	Families
	Contact sharing partners	Families
	Inform extended family of date	Families
	Attend services	Families
	Read "Putting God on the Guest List"	Families
6-10	Schedule 1 st appointment w/ rabbi (7 mo)	Families
	Meet with Rabbi-Assign Torah portion (6 mo)	Rabbi/students
	Set schedule with tutor	Families
	Study prayers, Torah portion	Students
	Make guest list	Families
	Order or make invitations	Families
	Reserve social hall	Families
	Reserve hotel rooms for out-of-towners	Families
	Discuss Kiddush Luncheon with Assistant	Families/TBA staff
	Plan lunch, hire caterer	Families
	Evaluate progress	Rabbi
3-6	Plan Mitzvah Project	Students
	Discuss/divide honors with sharing family	Families
	Discuss d'var Torah	Rabbi/students
2	Address, send invitations	Families
	Write d'var Torah	Students
	Order or plan <i>challah</i> & juice/wine for <i>bimah</i>	Families
	Order or plan flowers/centerpieces	Families
	Hire or plan photographer	Families
1	Invite congregation	TBA
	Write parent comments or blessing	Parents
	Send announcement to the JTNews	Families
Week prior	1 st sanctuary rehearsal (Thurs. 10 days prior)	Rabbi/families
	Give social room set-up to Assistant	Parents/TBA Staff
	Confirm room set up with Assistant	Families/TBA Staff
	Purchase, deliver wine, juice	Families
	Prepare food	Families/caterer
Friday	Bring <i>challah</i> , wine/juice & videotape to office	Families
	Turn in Participation form to Rabbi	Families
	Final sanctuary rehearsal (morning)	Rabbi/families
	Attend evening service	Families
Saturday	Set up chairs/tables	TBA
	Arrive 45 minutes in advance	Families
	Relax and enjoy service	ALL

SPIRITUAL AND EDUCATIONAL PREPARATION

INTRODUCTION

The Shabbat service at which a child becomes Bar or Bat Mitzvah (plural of Bar/Bat is *B'nai*) marks a time of joy in the life of a young person, his/her family, and the Temple Beth Am (TBA) community. We celebrate our children coming of age in the Jewish community by having them assist in leading services at our synagogue.

Wonderful changes are taking place in the lives of our children and we accept that they stand at the threshold of adulthood and responsibility for their lives. We hope that with study and developing love of Jewish tradition, they will carry forward all that is good in our value system.

We consider it a privilege, not a performance, for B'nai Mitzvah to help lead the Shabbat service. They read and chant *tefillot* (prayers), read from the Torah and *Haftarah*, and give an original *d'var Torah* (literally, 'word of Torah,' or short teaching). With this, they accept the responsibilities of Jewish adulthood: the practice of *mitzvot* (good deeds), the continuation of Jewish learning, and the observance of Jewish principles. Becoming bar/bat mitzvah connotes a beginning or a stepping stone along the path of Jewish learning. We expect students to continue their studies through Covenant Renewal, high school, and adulthood.

Our congregation is diverse and members come together for spiritual, social, political, and other reasons. Our synagogue was founded in the spirit of social action, member participation, and cooperation. In all areas of synagogue life, we strive to maintain this spirit. In celebration of B'nai Mitzvah, we observe a sense of modesty, lack of competition, and avoidance of excess and ostentation.

This booklet provides guidelines for families as they prepare for their child to become B'nai Mitzvah. We cover TBA policies and practices, suggested timeline, outline of responsibilities, and items of the service and *Oneg Shabbat* (Sabbath celebration). This booklet was written and revised over the years by TBA members. Although we have updated it, we have not changed the original intent or *minhag hamakom* (tradition of the place). We wish you *mazel tov* as you prepare for this special event.

DATE OF B'NAI MITZVAH

The TBA Rabbis' Assistant, in conjunction with the rabbis, assigns B'nai Mitzvah Shabbat dates. During a student's fifth grade year the Assistant will send a letter giving his or her assigned date, and families must confirm their dates. The growth of our Religious School means that most B'nai Mitzvah are shared. An effort is made to assign dates close to birthdays, but ability and compatibility are also considered in assigning students to share. If families have other considerations, they should speak to the Rabbis' Assistant.

SPIRITUAL PREPARATION

Before making any plans, families should read the book *Putting God on the Guest List: How to Reclaim the Spiritual Meaning of Your Child's Bar/Bat Mitzvah* by Rabbi Jeffrey K. Salkin, available in the TBA library.

B'nai Mitzvah candidates are required to attend Temple Beth Am services twice a month during the year prior to their assigned service, as well as all services in the month prior to the date, including the Friday night service of the B'nai Mitzvah Shabbat. Attendance is taken after services, so students should see the rabbi to have their card stamped.

When entering a house of worship it is traditional to dress respectfully. Appropriate clothes for males means no cut-offs or tank tops. For females this means shoulders covered and skirt hems below fingertips (just like in school!).

Parents should attend services, too, so they become more familiar with the protocols honoring the Torah and other aspects of the service, and convey a sense of family importance to the process.

For those not accustomed to attending Shabbat services, B'nai Mitzvah preparation presents an opportunity for spiritual growth for the whole family. We hope that you will attend together, at times sit together, rather than having your teenager just sit with their friends, and then make a point of attending on a more regular basis, after the bat/bar mitzvah. You may find that taking time for prayer and meditation with community on Shabbat can be a powerful way of opening new pathways of meaning and understanding in your life.

A WORD ABOUT SHARING

The Rabbis' Assistant works with families during their preparation period, starting anywhere from twelve to six months prior to the B'nai Mitzvah. Since most B'nai Mitzvah services are shared, it is important that families work together to make decisions about invitations, flowers/food basket, wine and *challah* for the *bimah*, Kiddush lunch and music, etc. If there is difficulty coming to agreement on certain aspects of the day, please seek assistance in working out a compromise.

EDUCATION

According to Jewish tradition, all children may become B'nai Mitzvah at or near the age of 13. TBA Religious School curriculum prepares students to read Hebrew, read and understand the prayers in the *siddur* (prayer book), study the *Torah*, and acquire knowledge of biblical and modern Jewish history and culture. Students are encouraged to learn trope (chanting).

During the B'nai Mitzvah preparation period, students will be asked to read one Jewish-themed (non-Holocaust) book and discuss it with the rabbi. The rabbis will suggest titles.

Attending services is part of the education process. As stated above, B'nai Mitzvah students and families must attend Shabbat and holiday services at least twice a month to gain familiarity with the *minhag* (custom) and support other B'nai Mitzvah. The month preceding your child's B'nai Mitzvah, your family is expected to attend Saturday morning services every week.

The completion of a mitzvah, or charitable project, is required by each candidate, to be agreed upon with the assigned rabbi. The project must be hands on, bring direct benefit to an agency or recipient, and be realistic in its scope. Ideally the project should be completed within the three months prior to the B'nai Mitzvah. (A full explanation is on the Beth Am web site under worship/lifecycle.)

B'nai Mitzvah students are expected to continue attending Religious School before and after their service date. Seventh graders have a schedule that allows them to meet more students, choose classes of interest to them, and learn from different teachers. This enhances peer-to-peer socialization, gives them opportunities to be inspired by various teachers, and allows them to move from class to class as they do in Middle School.

When a family joins TBA fewer than two years before B'nai Mitzvah, we will evaluate the child's education and skills as we do with other students. If B'nai Mitzvah dates have been assigned, we will find the next available date.

TUTORING

About six months before the B'nai Mitzvah service, students begin weekly studies with a Hebrew tutor. The tutor will teach the Torah and *Haftarah* portions in Hebrew, with trope if desired, the blessings before and after the readings, and refine their knowledge and delivery of the prayers that they will be leading during the service. Families are responsible for scheduling tutoring, for transporting their child to tutoring, and for paying the tutor.

The tutor will communicate about the student's progress during the tutoring process.

MEETINGS WITH THE RABBIS

B'nai Mitzvah students meet with their assigned rabbi approximately monthly for the six months prior to the service. Meeting topics include Torah study and content of the Torah and *Haftarah* portion, the mitzvah project, required reading, and prayer.

Appointments to meet and work with students are made to fit the rabbis' schedules, and your child will be scheduled accordingly. Families will be contacted by the Rabbis' Assistant approximately seven months prior to the B'nai Mitzvah service to schedule the first appointment. The remaining meetings should be scheduled at the first meeting. (See scheduling sheet in the appendix.) Parents, bring your calendars!

PRACTICAL MATTERS

FINANCES

TBA policy states, "Membership dues and religious school fees must be current at least two months prior to the B'nai Mitzvah service." Having a child become B'nai Mitzvah does involve extra expenses, **however, TBA policy states, "No family ready to commit to studying for a Bar/Bat Mitzvah shall be denied tutoring due to lack of funds."** Families should speak with the Temple's Executive Director about financial issues.

EXPENSES

EDUCATIONAL:

- Tutoring

SERVICE-RELATED:

- Kosher white wine or white grape juice (about 40 oz.) and a large challah for the Kiddush and *Motzi* said Saturday on the *bimah*.
- Kiddush lunch. It is TBA's *minhag* (custom) for families to provide a light Kiddush lunch for the congregation (see below). This promotes inclusiveness and community. TBA charges rental fees for use of the kitchen and/or social hall (\$250 per family for shared, or \$350 for family alone).
- Flower arrangement or food basket for *bimah*.

OPTIONAL:

- Blank videotape.
- Photography.
- Centerpieces for luncheon tables.
- Music at Kiddush luncheon.

RECOMMENDED, NOT REQUIRED:

- *Tallit* and *kippah* for the Bar or Bat Mitzvah child.
- Donation to TBA.

Temple Beth Am does not allow any specially prepared or pre-printed items, such as *kippot* (yarmulkes or skullcaps), with the child's or family's name.

DONATIONS

It is a mitzvah, when you celebrate and eat a meal of joy, to share your blessing with those who are hungry. Mazon, a Jewish Response to Hunger, shares your blessing with the needy in an effective and holy way. Families are encouraged to donate 3% of the cost of the event to Mazon (1990 South Bundy Drive, Suite 260, Los Angeles, CA 90025-5232) or other Jewish hunger relief organization. This extends the blessing of the event by sharing with others.

Families are also encouraged to make a donation to the Temple in honor of those who helped their child with B'nai Mitzvah preparation.

INVITATIONS

Every member of the B'nai Mitzvah class should receive an invitation to the B'nai Mitzvah service. Families should also provide three invitations to the TBA office, one for the office staff, one for the rabbis, and one for the choir (these can be dropped off at the office). It is nice to invite your child's tutor and Religious School teacher(s). Many TBA teachers are not congregants and may not see the B'nai Mitzvah announcements in the bulletin.

Families may wish to include an explanation of the Shabbat service with all or some invitations. TBA has an explanation available which families are welcome to photocopy. Families may edit the Temple's or write their own. The office staff is not available to provide editing.

FLOWERS

Families ordinarily provide a flower arrangement, or food basket (Jewish Family Services will provide one for a donation or you can make your own) for the *bimah*. Arrangements should not be extravagant, 2 1/2' tall or less. We do not allow corsages or boutonnieres, but we do allow small centerpieces for the luncheon tables. Alternatively, families may choose to use food bank baskets for the *bimah* or other donation items as table centerpieces.

PHOTOGRAPHY

Formal photographs may be taken either during the final rehearsal or prior to the B'nai Mitzvah morning service. If you plan to take photos during the rehearsal, please advise the Rabbi so s/he can dress appropriately.

If you plan to take formal photographs in the building before Saturday services, please schedule this with the Rabbis' Assistant. We suggest you allow at least an hour for photographs, depending on the number of people and the number of shots being taken. Families usually like to be in the foyer by 10 a.m. to greet guests, so plan accordingly. No cameras or other recording devices are allowed in the sanctuary during services. If families choose, they may bring a videotape to the office the day before the B'nai Mitzvah so the service can be recorded by the synagogue on the wall-mounted, wide-angle camera at the rear of the sanctuary. No other photography or videography is allowed during the service.

REHEARSALS

The B'nai Mitzvah student and families take part in two rehearsals with their assigned Rabbi. The first rehearsal takes place the Thursday of the week before the service (10 days before), usually in the morning and lasts approximately 2 hours. The Rabbi will assess the student's knowledge of the service, their d'var Torah, and coach overall delivery and leadership of the congregation. The final rehearsal takes place the Friday morning before the B'nai Mitzvah Shabbat and lasts approximately 90 minutes. Some families consider this a "dress" rehearsal and wear their Shabbat clothes.

ANNOUNCEMENTS

TBA will automatically announce the B'nai Mitzvah in the TBA bulletin. Parents may also choose to place an announcement in the *JTNews*, free of charge. See www.jtnews.net.

30 HOURS: THE B'NAI MITZVAH SHABBAT

FRIDAY MORNING BEFORE THE B'NAI MITZVAH

You will have the dress rehearsal with the Rabbi in the sanctuary for approximately 90 minutes..

Deliveries to TBA should be made as follows:

- Flowers on Friday during office hours (luncheon table centerpieces are brought on Saturday)
- *Challah* and juice/wine either Friday during office hours (to the Assistant) or Saturday morning before the B'nai Mitzvah (to the kitchen). Most TBA-approved caterers take care of this, but please ask your caterer
- Blank videotape with your name on it to the Rabbis' Assistant.

FRIDAY EVENING

B'nai Mitzvah families attend *erev Shabbat* (Friday evening) services just prior to the B'nai Mitzvah. Although they do not take part in the service, the B'nai Mitzvah students lead the *Kiddush* at the *Oneg Shabbat*. This enhances the spirit of community at TBA and includes the family in the overall religious life of the Temple. As always, guests are welcome.

Please note that *erev Shabbat* services start at different times. Please consult the bulletin, web site or Rabbis' Assistant for service times and make dinner plans accordingly.

SATURDAY MORNING: BEFORE THE SERVICE

Before the service. Families should arrive about 45 minutes in advance. They may want to take photographs (see above) or consult with the caterer. Sharing families should coordinate activities with each other. Many families like to be in the foyer by 10 a.m. to greet guests and help direct them to the sanctuary. Board greeters and *shamusim* (helpers) will also be available. This is also the time to set up centerpieces on lunch tables.

TBA provides a table outside the social hall that can be used to collect gifts for the B'nai Mitzvah. Some families bring baskets or receptacles for this purpose.

About seven minutes before services start the Rabbi will meet with the B'nai Mitzvah families in the Temple office for a blessing and to put on *tallitot* (prayer shawls), if they choose to wear them, and *kippot*.

TBA provides *kippot* for the congregation. Remember to turn off your cell phones and pagers!

THE SERVICE

The service begins/morning prayers. After the blessing, the B'nai Mitzvah and their families proceed with the rabbi to the sanctuary. The B'nai Mitzvah students sit on the *bimah* and parents, grandparents, and siblings sit in the front row(s).

Torah service. Parents and grandparents ascend the *bimah* to pass the Torah from generation to generation and participate in the *hakafot* (Torah processions). The weekly Torah portion (*parsha*) is divided into three sections and each section is blessed. Members of the congregation at large are given the honor of the first *aliyah* (Torah blessing) and the reading of the first Torah section. Each B'nai Mitzvah family receives one *aliyah* and they may honor up to four family members or friends with that responsibility. Each B'nai Mitzvah has an *aliyah* in addition to their readings from the Torah, *Haftarah*, and their *D'var Torah*.

Family Honors. In addition to the *aliyot*, B'nai Mitzvah families may assign a limited number of honors to family and/or friends. This includes opening the ark doors, *gelilah* (undressing and dressing the Torah), and *hagbah* (lifting the Torah). A detailed description of these honors is in the appendix (Participation Opportunities). Some of these honors need to be discussed with the sharing family. Please consult each other when filling out the form and see the Rabbi if you have questions. The Rabbi needs the form by the final rehearsal. (See appendix.)

Parents' Blessing. Parents are given a brief (three sentences each) opportunity to either say a blessing over their child or address the child with a few words of appreciation.

Kiddush. After the service parents will find a *challah* and tray of juice/wine behind the *bimah*. They should pass out the wine/juice to the B'nai Mitzvah students who are called up for the blessings at the conclusion of the service.

We do not allow announcements or thank-yous from the *bimah*, although the B'nai Mitzvah can thank people at the Kiddush luncheon.

KIDDUSH LUNCHEON

Talmudic sources state that it is a mitzvah and an honor to feed guests at a holy and significant occasion. We ask B'nai Mitzvah families to provide a light lunch after the service for the congregation, choir and guests. Families may choose a caterer or may prepare food themselves and store it the TBA kitchen in advance. In the spirit of modesty and the egalitarian tradition of our congregation, families are asked to limit extravagance at the Kiddush lunch.

Guest list: Plan for 70-80 additional guests to include members of the congregation who attend services regularly or have come to say Kaddish, and the choir.

The following practical information about the lunch is derived from TBA policy developed by the Religious Practices Committee over the years.

Food and drink: No more than four cold dishes (two may have protein), beverage, and dessert will be served during this meal. Food must be served buffet-style. Examples include:

- Bagels/spreads, fruit plate
- Green salad, pasta salad, bagels and lox, and fruit
- Kugel or quiche (served at room temperature), green salad, cheese tray/crackers
- Tuna salad, potato salad, marinated vegetables, fruit plate
- Poached salmon, relish tray, fruit salad, rice salad
- TBA uses only fair trade coffee.

(Temple-approved caterers are familiar with TBA policies and practices.)

In addition:

- Some families like to bake, or ask friends and family to bake cookies and bars for dessert
- No pork or shellfish may be served at the Temple, at any time or for any event
- If meat is served, it shall be labeled as meat and placed on a separate table
- No ice cream carts, chocolate fountains or extravagances

Set up: At least five days prior to the event, contact the Rabbis' Assistant to finalize the room set up. TBA will set up tables and chairs according to the room set-up developed among the families, caterer and Rabbis' Assistant.

TBA can provide the following items for the luncheon:

- 12 large round tables and 3 small round tables
- 10 Stand-up café tables
- Dishware, glassware and flatware for approximately 350 people
- Serving trays, utensils and punch bowls.

TBA does not provide table linens.

Presentation should be modest: trays and platters are acceptable, chafing dishes or ornate serving pieces are not used. Arrange in advance with the Assistant if using the TBA kitchen for food preparation and storage. It is the responsibility of caterers and families to clean dishes, glasses and flatware and return them to the appropriate cabinet or cart. Please refer to the Cleaning Checklist posted in the kitchen. Any non-compliance with our cleaning requirements that require our custodians to finish the work will be billed at \$60/hour (or portion thereof).

We do not allow any specially prepared or printed napkins with the child's or family's name.

Music: Families may arrange for live or recorded music with a Jewish theme to begin 15 minutes after the end of the service.

With our emphasis on inclusiveness and modesty we are always juggling our community values with individual family preferences. We understand the desire for a unique experience, but must fit this into the big picture of our whole community. Please discuss all arrangements for the Kiddush luncheon with the Rabbis' Assistant, especially if they are out of the ordinary.

A LAST NOTE FROM THE RABBIS

B'nai Mitzvah is a holy and beautiful experience for your child/young adult, your family, you, and our entire community. We are honored to join with you in celebrating the ongoing transmission of Torah from generation to generation here at Beth Am. We look forward, God willing, to celebrating other simchas with you while also being there for each other in times of need. Let us continue to work together to make this synagogue a truly vibrant center of Jewish life, focusing on spiritual growth, learning, partnering with God to better the world, cultural vitality, and community building. Thank you for being partners with us and *mazal tov* for reaching this point in your lives.

APPENDICES

Rabbi Meeting Schedule Worksheet

Temple Beth Am Tutors

Mitzvah Project Guidelines (Condensed)

Recommended Florists

Recommended Caterers

Bimah Participation/Honors Assignment Sheet

Also on the TBA website:

Mitzvah Project Guidelines, Full Text

Torah Blessings

How to Schedule Meetings with Rabbi Beth

How to Write a D'var Torah

Rabbi Meetings Worksheet

Day/Date/Time	Topic	Notes
6 months out		
5 months out		
4 months out		
3 months out		
2 months out		
1 month out		
Final month		

Tutors

HADAS, Aza
azahadas@msn.com
206-723-6422
(TBA Adult Hebrew teacher)

PNINI, Boaz
boazpnini@gmail.com
425-745-8560
(TBA Adult Hebrew teacher)

STERN, Michele
mihalwa@aol.com
206-522-6578
(SJCS Hebrew/Judaica Studies teacher)

All of the above individuals have extensive experience in B'nai Mitzvah tutoring. Unless you have received special permission from Rabbi Jonathan or Rabbi Beth to use an outside tutor, it is requested that you choose your tutor from this approved list.

TEMPLE BETH AM B'NAI MITZVAH MITZVAH PROJECT

MITZVAH PROJECT BASICS

A mitzvah project is designed and carried out by each individual Bar/Bat Mitzvah student at TBA as one element of preparation for Bar/Bat Mitzvah. Engaging in mitzvot that help others is a central message of Torah and Judaism.

The project must be:

- ✧ **Hands-on:** Do a project where you perform tasks that assist those in need. Raising money does not qualify.
- ✧ **Designed to bring direct benefit to an agency or recipient:** Whenever possible, have contact with the very people you want to help. Visiting shut-ins, serving food to homeless people, preparing meals for someone who is ill, are all examples of direct benefit. If there is a cause that is deeply important to you, for which it is not possible to do direct work, you may contact their volunteer services and find a way to do some volunteer work that will ultimately benefit its clients.
- ✧ **Designed in a realistic manner to be carried out and completed in advance of the ceremony.** Pick something where you can really be helpful within the time frame of your other life commitments. Even a short-term, concrete project can have a much greater impact than you realize.
- ✧ **Time invested is sufficient to make difference.** Most B'nai Mitzvah students go 2-6 times to engage in one specific volunteer project.
- ✧ **Where to find a project:** Projects are best designed by students (sometimes with a little help from parents) around their own personal concerns and talents. The project can be with an agency or with individuals.
- ✧ **Where to get more information:** This is a condensed version of the mitzvah project description. You can find more information on the TBA web site under Life Cycle or ask your rabbi.

A FEW POSSIBLE AGENCIES

Teen Feed –

www.teenfeed.org

Beth Am takes a turn the first Thursday of every month, 6:30-9 PM, providing a meal for homeless teens on University Avenue.

Contact: Randy Simon

Phone: 206/282.7614 Email: rsimon28@comcast.net

Jewish Family Service Food Bank

www.jfsseattle.org/services/emergency.html

Always looking for volunteers to organize food donations and serve clients.

Contact: Jane Deer-Hileman

Phone: 206/461.3240 Email: foodbank@jfsseattle.org

Caroline Kline Galland Home

www.kinegalland.org/volunteer.html

Many residents could use a visit.

Volunteer Coordinator: Lucy Spring

Phone: 206/725.8800 Email: lucys@kinegalland.org

Council House on Capitol Hill

www.councilhouse.com

Both Jewish and non-Jewish elderly residents are in need of personal contact.

Contact: Stephan Mitchell

Phone: 206/323.0344 Email: stephanmitchell@councilhouse.com

National Council of Jewish Women, Seattle Section

<http://www.ncjwseattle.org/DVproject.htm>

Shalom Bayit: Furnishing Peaceful Homes provides gently used or new donated furniture and household items to survivors of domestic violence and their children in King County. Contact: Rachel Love, Volunteer & Program Coordinator

Phone: 425/558.1894 ext. 2

Email: shalombayit@ncjwseattle.org

Temple Beth Am's Lake City Way Meals Program

This program combines Beth Am and Beth Shalom volunteers in a third-Sunday meal at the Seattle Mennonite Church in Lake City. Contact: Jo Merrick Phone: 206-321-3099

Email: alvinj.merrick@comcast.net OR Jo.Merrick@kingcounty.gov

Tzedakah projects for our sister city in Kiryat Malachi

The local organizer lets you know what the town needs right now.

This is an especially great project if you plan to travel to Israel around the time of your Bat/Bar Mitzvah.

Organizer: Dina Tanners

Contact: tanners47@yahoo.com Phone: 206/367.2277

MY MITZVAH PROJECT (WORKSHEET)

My Name:

Date of my Service

A Brief Description of my project:

Dates I intend to work on my project:

PLEASE RETURN THIS FORM TO RABBI SINGER NO LATER THAN 3 MONTHS PRIOR TO THE SERVICE.

Florists

These florists have been used by past B'nai Mitzvah families and have received favorable feedback about their quality and service. Feel free, however, to use a florist of your choice that is not on this list.

A Flower a Day in Seattle
2009 North 164th Place
Shoreline, WA
206-719-6405
Contact: Yaakov Medrash

Ballard Blossom Shop
1766 NW Market Street
Seattle, WA
206-782-4213

Fleurish
1308 East Union
Seattle, WA
206-322-1602

Hansen's Florist
3415A Fremont Avenue North
Seattle, WA
206-632-9330
Contact person: Helen

LaVassar Florists
7530 – 20th NE
Seattle, WA
206-522-1147

Maxine's (Pickety Patch)
8811 Roosevelt Way N.E.
Seattle, WA
206-523-4200
Contact person: Maxine or Michael

University Village Florist
5401 25th Avenue NE
Seattle, WA
206-525-7422

Caterers

The following caterers either have provided services for, and received favorable comments from, Beth Am families, the Board, or staff, or have come recommended from outside sources. You are not required to use any of these caterers; this list is provided for your information only. *(If you do choose a caterer who is not among those listed here, however, please let the Rabbis' Assistant in the Temple office know ahead of time, as there is certain advance documentation we require of new caterers.)*

BALABUSTE CATERING

Henry Gordon
4127 Meridian North
Seattle, WA 98103
206-633-3472
henry@balabustecatering.com

BUFFY'S CATERING

Buffy Eretz-Kedosha
16405 51st Avenue West
Edmonds, WA 98026
425-361-1555
ekbuffy@yahoo.com

CUISINE BY SUZANNE

Suzanne Hunter
21901 Makah Road
Edmonds, WA 98020
425-771-4304
cuisinebysuzanne@comcast.net

ERIC GORBMAN CATERING

Eric Gorbman
17725 28th Avenue NE
Lake Forest Park, WA 98155
206-362-7326
egorbman@hotmail.com

I LOVE NEW YORK DELI

Jon Jacobs
Pike Place Market, 93 Pike Street, #4
Seattle, WA 98101
206-381-3354

MADISON PARK CAFÉ

Karen Binder
1807 42nd Avenue East
Seattle, WA 98112
206-324-2626
madisonparkcafe@aol.com

MATZOH MOMMA CATERING

Pip and Mariam Meyerson
2226 13th Avenue NE
Seattle, WA 98102
206-324-6262
m3meyerson@aol.com

ON SAFARI FOODS

Teresa Carew
4404 54th Avenue SW
206-932-9497
inquiries@onsafarifoods.com

ROSLYN TOOLEY CATERING

Ros Tooley
1800 175th Place
Bellevue, WA 98008
425-747-4718
catering@pipeline.com

Temple Beth Am B'nai Mitzvah Bimah Participation Opportunities

Shabbat morning at Temple Beth Am is a community experience. Together we celebrate your child's coming of age.

As is customary, we welcome having various participants celebrate your *Bar/Bat Mitzvah* by giving you the chance to share ritual honors with those who are close to you. Beth Am also strives to be participatory and leaves some honors open to members of the Temple community.

You may distribute the following honors:

- ✧ Each family may have one to four (1-4) Jewish participants join in a single *aliyah* together, chanting the prayer both before and after the reading. They remain on the *bimah* after their second blessing to follow in the Torah as the *Bar/Bat Mitzvah* leads and reads a second *aliyah*. They then go back to their seats after the parents' blessing.

English Names:

Hebrew Names:

- | | |
|----------|-------|
| 1. _____ | _____ |
| 2. _____ | _____ |
| 3. _____ | _____ |
| 4. _____ | _____ |

- ✧ Grandparents and Great-grandparents are invited to come up to the *bimah* when the Torah is first taken from the Ark. They participate in passing the Torah down through the generations, as they're able. They may participate in the *hakafah*, the march around the sanctuary, and come back up to stand with the *bar/bat Mitzvah* when s/he chants the *aliyah* and reads the final section of their Torah portion. They are also welcome to remain on the *bimah* for the parents' blessing and the conclusion of the service.

(Alternatively, the Grandparents and Great-Grandparents may immediately return to their seats following the hakafah so that they can see and hear their grandchild.)

- ✧ Each family may have one participant, Jewish or not, of any age, open the Ark when we return the Torah to the Ark. They remain at the Ark through *Etz Hayyim Hi* and then close the screen and doors. They then return to their seats in the congregation.

✧ Ark Opener: _____

- ✧ One family may invite two people to join in the *hakafah*, march with the Torah and then come up to the *bimah*. They unwrap the Torah, placing the crowns and breastplate on a chair, and the *yad* on the Torah reading table. The Torah is placed by the rabbi on a small table and they cover it loosely with the Torah cover. They then return to their seats in the congregation.

✧ Unwrapping *Sefer Torah*: 1. _____

2. _____

☆ The other family can invite one person to do *Hagbah*, the lifting of the Torah before wrapping it; and another person to do *G'lilah*, the wrapping of the Torah. *Hagbah* needs to know how to lift the Torah correctly and should be Jewish. After lifting the Torah, *Hagbah* takes a moment to turn around, show the scroll as it is lifted up high so the congregation can see it, and then sits with the scroll while it's being wrapped and afterwards, until the Torah is returned to the Ark and the Ark doors are closed. *Hagbah* then returns to their seat in the congregation.

☆ *Hagbah*: English Name: _____

Hebrew Name: _____

☆ *G'lilah*: English Name: _____

Hebrew Name: _____

☆ Parents participate in the passing of the Torah, the *hakafah*, stand with their child for the final section of their reading – and their last *aliyah*, and then are invited to give a short personal blessing to their young adult while standing on the *bimah*. The blessing should be a maximum of three short personal sentences. Longer speeches should be saved for your celebration. If you keep them short, you may also read the *B'nai Mitzvah* blessing to your child.

Please remember to give honors out evenly, trying to avoid any undue hurt among your family members. We limit the number of honors in order to maintain a public service, and keep our worship service at a reasonable length.

Please fill in the above spaces with the names of your participants and return a copy to the Rabbi at the final rehearsal.

Today Rabah v' Mazal Tov!