

Dear Parents:

The year of your child's Bar or Bat Mitzvah is a wonderful time, however, there are many arrangements that have to be made. Hopefully, the following information will make your journey a bit smoother and will help you to prepare.

First of all, to be eligible, a student must have attended Hebrew School beginning in the Third Grade.

For every year of Hebrew School, there must be:

75% attendance at classes per school year,

A minimum of 5 Family Services per school year, and

A minimum of 5 Jr. Congregation/Holiday Services per school year.

Certification by the Rabbi and Hebrew School Administrator that the Bar or Bat Mitzvah candidate has fulfilled the requirements as herein stated and is deemed qualified for Bar or Bat Mitzvah is necessary.

Any student not meeting the minimum requirements for each school year will be given make-up work.

To choose your child's Bar/Bat Mitzvah date: Select two or three dates you prefer for your child's service (for boys, after their 13th birthday; for girls, after their 12th birthday). *(Please note that beginning 2014, there will be no Sunday Bar/Bat Mitzvot unless it is a Rosh Chodesh.)* Give these dates to our secretary, Kathy. She will let you know if the dates are available. Once you receive approval from Kathy, contact Rabbi Tami with your dates for her approval. Once you have an approved date from the Rabbi, confirm the date with Kathy so she can put it on the calendar. If you want to rent the ballroom for your party, please let Kathy know as soon as possible. The ballroom books up very quickly.

Private lesson with the Rabbi begin 10 months prior to the Bar/Bat Mitzvah date. You must make arrangements with the Rabbi for the lessons to begin. These private lessons with the Rabbi are \$1,200. One-half of the fee is due prior to the first lesson. The balance is due three months later.

Prior to his/her Bar/Bat Mitzvah, your child must complete a Mitzvah project which has been approved in advance by the School Administrator, Carol Lotardo. Please do not wait until the last few weeks to do this. Collection bins left in the lobby will no longer be accepted as a project. Your child must complete a hands-on project which consists of at

least 10 hours of time or community service. Please plan this well enough in advance so your child has time to complete his or her project in time. If his or her time is limited during the school year, consider having the project completed during the summer, well in advance.

Within the final three months before the Bar/Bat Mitzvah, the immediate family is required to attend three Saturday morning services to familiarize themselves with the order of the service. We want you all to feel comfortable at the service.

The fee for the use of the sanctuary is \$500.00. This fee is due when your child's private lessons with the Rabbi begin.

Flowers for the sanctuary are ordered through Sisterhood at a cost of \$150.00 (costs may be adjusted in the future due to inflation). Payment must be made to Sisterhood in full at least two weeks in advance of your event.

The Oneg on the Friday night prior to the Bar/Bat Mitzvah is sponsored by you through Sisterhood. The cost depends on how many people you expect to attend and what you want served. Payment must be made to Sisterhood in full at least two weeks in advance of your event.

The Kiddush following the ceremony is catered by you and must be kosher. If you want to order the food from Bagel Boss, Sisterhood will be happy to handle the arrangements for you. If not, you may make your own arrangements through another kosher establishment. Please note that even if you and your guests are leaving immediately following services, you must provide a Kiddush for the Congregation. If ordering through Sisterhood or through Congregation, payment is due in full at least two weeks in advance of your event.

If you wish, kipot and women's head coverings can also be ordered through Sisterhood or you may order them on your own.

The Bar/Bat Mitzvah student is required to submit an article for the Messenger two months prior to his/her Bar/Bat Mitzvah along with a photo. In the article, your child should talk about himself, his/her interests, family, etc. and should mention his or her mitzvah project.

If you wish to have formal pictures taken in advance of your child's Bar/Bat Mitzvah, call the office to set up a date as pictures are not allowed to be taken on Friday evening or Saturday.

For the day of the Bar/Bat Mitzvah:

First and foremost, please remember that no electronic devices are allowed ANYWHERE in the synagogue (i.e., camera, cell phones, etc.). Please remind your guests.

A talit is required for your child. Girls' shoulders must be covered during services. All men must wear a kippah, and all Jewish men must wear a talit.

A list is needed for:

The Hebrew names for the seven aliyot honorees and for the ones dressing and lifting the Torah. The first aliya is a Cohen, and the second a Levite.

English names of those opening and closing the ark and curtains at the beginning and end of the service. These people must be Jewish.

English names of those reading the English prayers - "A Prayer for our Country" and "A Prayer for Peace." Non-Jewish persons may be asked to read these two English prayers.

Remember to bring your speech if you wish to make one.

Remind your child to bring his/her speech as well as his haftorah portion.

Please call us if you have any questions. We are here to help.

Important Contacts:

Congregation B'nai Israel (Kathy)..... (516) 623-4200/cbioffreeport@yahoo.com
Rabbi Tami Crystal..... rabbicbifny@gmail.com