

Bar/Bat Mitzvah Planner

Three years before...

Your child is registered for AND attending religious school!

- Bar/Bat Mitzvah Date assigned.
- Attend **Long-term Planning** meeting and receive an overview of online materials.
- Participate in B'nai Mitzvah Revolution (BMR) Programs.

12 – 18 Months before...

- Sisterhood sends out a schedule for obligatory set-up and serve dates for Bar/Bat Mitzvah parents. If you do not receive schedule or notification, please call the synagogue.
- Set-up and serve Kiddush at 2 Shabbat services.
- Receive and fulfill obligatory Shabbat Ambassador and Kiddush serving assignments. You are required to help others, as you will be helped.

Approximately 1 Year before...

Your child is registered for AND attending religious school!

- Attend Trope Class on Sunday mornings with your child (8 sessions).
- BM will be assigned a Bar/Bat Mitzvah tutor at conclusion of Trope class.
- Receive "3 Pillars" Mitzvah Program – **Contact Cantor Steve to set up a meeting to discuss your child's "3 Pillars"**.

After Trope Class is complete...

- Begin weekly tutoring sessions, which will continue until the week of the Bar/Bat Mitzvah. Stay in contact with your child's tutor to express concerns and remain current on his or her progress.
- Begin attending Shabbat morning services with your child to become familiar with the service and help you and your child set expectations for their participation on their day.

6 Months Before...

Your child is registered for AND attending religious school!

- Attend **Short-term Planning** meeting and review online materials.
- Continue communication with your child's tutor to stay current on progress, discuss goals for the day of the service, Friday evening service participation, etc.
- Arrange, with our Ritual Director, regarding Torah readings for other family members who can and would like to read Torah at the Bar/Bat Mitzvah.
- Make sure your child is on track with the "3 Pillars" requirements.
- Attend Shabbat services more frequently to build familiarity
- Acquire tallit for your child (required for boys; encouraged for girls).

Continued on the back!



4 Months Before...

- Shabbat Kiddush Coordinator in the Beth Shalom Office (Brenda Wasserman) needs the signed contract & Base Fee paid for the Kiddush.
- Set up time for pictures with Maria in the Beth Shalom office and/or vendors.
- Stay current on your child's progress both with tutor and 3 Pillars program.

2 - 3 Months Before...

- Through Eli in the office, set up a meeting with Rabbi Averbach to review various ritual topics, timetables and logistics for your simcha
- Review the BM Aliyah-Honor Sheet (You receive 3 speaking honors at the Torah, in addition to the Bar/Bat Mitzvah's Aliyah and ark opening. Participants must be Jewish and over BM age. A younger sibling may lead a prayer such as Kiddush/Motzi).
- Brenda contacts you to discuss the menu and count for Kiddush.

6- 8 Weeks Before...

- Parents – Work on Parents' Prayer for your child. You are encouraged to write something original based on the examples, which are available on the CBS website.
- Complete your commitments for the "3 Pillars" Mitzvah Program and hand in any written materials to Cantor Stoehr.

2 -4 Weeks Before ...

- Turn in the Aliyah-Honor sheet.
- Meet with Rabbi Melman in the Sanctuary to run through the service.
- Provide your final Kiddush count to Brenda.

The week of...

- Remain calm. Your child is well prepared and everything will run smoothly!
☺
- Take pictures and video as previously scheduled through Maria in the office.
- Drop off kippot, head-coverings and the "3 Pillars" Mitzvah Program Journal.

The Shabbat of ...

- Attend and participate in Friday evening services with family
- Arrive at the synagogue by 9:00 AM Saturday morning.
- Hug and kiss your child. Tell your child you love him/her and that you are proud.

Smile and enjoy the service...it all goes by so quickly. ☺