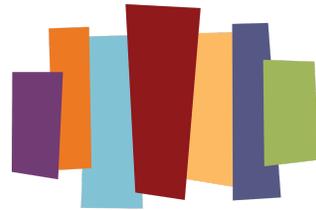


Shir Tikvah B'nei Mitzvah Guidebook 2018

Information for B'nei Mitzvah students and families



Shir Tikvah
שיר תקווה



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Shir Tikvah B'nei Mitzvah Guidebook 2018

Table of Contents

Values	2
Meet the Team	3
Class Timeline	4
Your Timeline	5-6
Preparing for the Weekend	7
Finances	8-9

Welcome

Welcome! This B'nei Mitzvah Guidebook serves as the support document for your B'nei Mitzvah journey. It is a brief overview of the experience; much more information will be shared with you by our team along the way. We are honored to be on this journey with you!

Rabbi Arielle Lekach-Rosenberg, Assistant Rabbi
Forrest Yesnes, Director of Youth Education and Programming

Shir Tikvah B'nei Mitzvah Guidebook 2018

Values

Staff contact: Rabbi Arielle Lekach-Rosenberg, Assistant Rabbi, RabbiRosenberg@ShirTikvah.net

The B'nei Mitzvah experience is rooted in and driven by the following values.

Celebration

Becoming B'nei Mitzvah is a joyous and impactful experience for your child and your family, one that requires a tremendous amount of effort from everyone involved. There should be equally tremendous celebration! This journey is supposed to be fun and meaningful; we are here to cheer on your child and your family throughout.

Community

Each child's B'nei Mitzvah journey is unique and catered to their and your family's needs and interests. And, this experience is inherently communal. All classmates and families are invited to all B'nei Mitzvah ceremonies. Showing up for one another's *simcha* is perhaps the most powerful way to build and maintain the incredible spirit of our congregation.

Learning

Children and their families engage in learning opportunities across a vast number of subjects over the course of the B'nei Mitzvah journey. B'nei Mitzvah-bound students are expected to be enrolled in Religious School and Hebrew School by 6th grade, and continue their learning with us after their B'nei Mitzvah service through to 10th grade Confirmation. It is important to us that families understand that one does not "have" a B'nei Mitzvah, but one *becomes* B'nei Mitzvah. Learning is a lifelong endeavour and takes many forms at Shir Tikvah.

Teaching

On the other end of students-as-learners is students-as-teachers. Shir Tikvah recognizes the incredible perspectives that young people have about Torah and other subjects. We expect students to dive deep into their learning opportunities both to better themselves and in order to embrace the leadership required of emergent Jewish adults by teaching their community.

Shir Tikvah B'nei Mitzvah Guidebook 2018

Meet the Team

The B'nei Mitzvah experience at Shir Tikvah is unique in that every one of our staff people has an intimate role in supporting your family through it.

Nikolina Erickson-Gunther, Clergy Assistant and Communications Director

Nikolina@ShirTikvah.net

Nikolina works with your family to communicate B'nei Mitzvah news to the community, and occasionally to schedule appointments with you and the clergy.

John Humleker, Executive Director

John@ShirTikvah.net

John works with your family to arrange B'nei Mitzvah finances.

Rabbi Michael Latz, Senior Rabbi

RabbiLatz@ShirTikvah.net

Rabbi Debra Rappaport, Associate Rabbi and Director of Lifelong Learning

RabbiRappaport@ShirTikvah.net

Rabbi Arielle Lekach-Rosenberg, Assistant Rabbi

RabbiRosenberg@ShirTikvah.net

In addition to studying with your child, guiding them through the d'var Torah writing, and officiating the worship services together, our clergy are here for you as you go through an incredible lifecycle experience. Please be in touch with them to keep us in your loop on this journey.

Sara Lahyani, Event Director

Sara@ShirTikvah.net

Sara coordinates the logistics of the weekend with your family.

Forrest Yesnes, Director of Youth Education and Programming

Forrest@ShirTikvah.net

Forrest supports and supervises teachers and tutors, and manages the tutoring schedule.

Teachers lead children through Religious School and Hebrew School curriculum.

Tutors mentor children through their Torah portions in one-on-one appointments each week the year leading up to the B'nei Mitzvah.

Shir Tikvah B'nei Mitzvah Guidebook 2018

Class Timeline

Staff contact: Forrest Yesnes, Director of Youth Education and Programming, Forrest@ShirTikvah.net

5th grade

- Students enroll and participate in Religious School and Hebrew School.
- Over Winter Break, families receive a letter from Shir Tikvah inviting them to secure a B'nei Mitzvah date for their child. All B'nei Mitzvah take place at Shir Tikvah Shabbat morning services on Saturdays at 10:30am. A deposit of \$150 is due to secure the date.
- In April, families gather with rabbis, staff, and faculty for Shabbat HaMakor, a Saturday morning celebration of the start of the B'nei Mitzvah experience. Students receive *Mishkan T'filah*, the prayer book that will guide their learning and prayer over the next years and throughout their lives, and *Parashat HaShavua*, a study guide specifically assigned to their Torah portion.

6th grade

- Students enroll and participate in Religious School and Hebrew School.
- The first Saturday of each month, students and families gather with rabbis, staff, and faculty to celebrate Shabbat. Mornings include learning together, praying and reading Torah, eating lunch, and building community through fun activities and meaningful discussions. When 6th grade gathers on Saturdays, they do not have Religious School those Sundays.

We highly recommend participating in a B'nei Mitzvah service at Shir Tikvah at least a year before your child's. This will help you and your child understand what happens and frame your own thoughts and questions around making this joyous and meaningful for your family.

7th grade

- Students enroll and participate in Religious School and Hebrew School.
- Families attend and participate in one another's B'nei Mitzvah service.

Shir Tikvah B'nei Mitzvah Guidebook 2018

Your Timeline (1 of 2)

Staff contact: Forrest Yesnes, Director of Youth Education and Programming, Forrest@ShirTikvah.net

12 months before

Families are invited to meet with Rabbi Lekach-Rosenberg and Forrest. Together you will get to know one another more, learn about personalizing the experience for your family and child, discuss logistics, get answers to your questions, and talk about expectations of the tutoring relationship. After, families come to Hebrew School to meet their child's tutor and students begin weekly study with them.

6 months before

Students are invited to check in with Forrest about their tutoring experience thus far.

4 months before

Families are invited to meet with the rabbi officiating the B'nei Mitzvah service. Together you will get to know one another more, learn about personalizing the experience for your family and child, discuss logistics, get answers to your questions, and talk about expectations of the B'nei Mitzvah weekend services (including the *d'var Torah* - the teaching each B'nei Mitzvah offers the community about their Torah learning). After, students begins weekly study with their rabbi in addition to their tutor.

3 months before

Families are encouraged to be in touch with Sara Lahyani at any point in the year leading up to the B'nei Mitzvah, but three months in advance at the latest. Sara supports you through all logistics from letting the community know about your celebration to coordinating the Friday and Saturday events.

Final weeks

Families are invited to meet with Rabbi Lekach-Rosenberg to discuss the musical vision and tone of the B'nei Mitzvah worship services.

Shir Tikvah B'nei Mitzvah Guidebook 2018

Your Timeline (2 of 2)

Staff contact: Forrest Yesnes, Director of Youth Education and Programming, Forrest@ShirTikvah.net

Week of

Monday - Families are invited to meet with the rabbi officiating the B'nei Mitzvah service for a rehearsal. 4pm in the sanctuary.

Tuesday - Families continue to prepare for the weekend by dropping off supplies (to coordinate with Sara).

Wednesday - Students chant the first *aliyah* of their Torah portion during the Hebrew School service. 6pm in the sanctuary.

Thursday - Students lead Shir Tikvah's morning minyan service and chant all *aliyot* of their Torah portion. 7:45am in the sanctuary.

Friday - Students lead Shabbat evening service with rabbis and music leadership. 6:30pm in the sanctuary.

Saturday - Students lead Shabbat morning service with rabbis and music leadership, chant Torah, and share *d'var Torah*. 10:30am in the sanctuary.

Sunday - Students are celebrated by their peers during Religious School. 9:30am in their classroom.

After

Wednesday - Families are invited to meet with student's tutor to reflect on the experience.

Friday - Students welcome next B'nei Mitzvah to adulthood by gifting them a Kiddush Cup during their Shabbat evening service.

A later date - Students are invited to meet with Forrest and explore next steps of engaging in Jewish life at Shir Tikvah and beyond.

Shir Tikvah B'nei Mitzvah Guidebook 2018

Preparing for the Services and Events

Staff contact: Sara Lahyani, , Sara@ShirTikvah.net

How to get started

- Participate in a B'nei Mitzvah service at Shir Tikvah at least a year before your child's. This will help you and your child understand what happens and frame your own thoughts and questions around making this joyous and meaningful for your family
- Determine your approximate guest count - Shir Tikvah's sanctuary capacity is 275. This includes your guest list and other community members attending the service. If you are anticipating more than 275 guests, please let Sara know as soon as possible
- Determine your budget

Food

- Friday evening Oneg (snacks)
- Saturday afternoon Kiddush luncheon (lunch)
- Shir Tikvah's Kosher policy:
 - No pork or shellfish
 - Meals can contain either meat or dairy - not both

Vendors

- Invitations
- Caterer
- Photography and/or videography
- Entertainment

Additional events to consider (optional)

- Shabbat dinner before or after our Friday evening service at Shir Tikvah.
- Saturday evening celebration continued

Families are encouraged to be in touch with Sara Lahyani at any point in the year leading up to the B'nei Mitzvah, but three months in advance at the latest. This page is meant to serve as a brief overview of logistics; Sara will provide in-depth details about each of the items above and will guide you through all logistics when you connect with her.

Shir Tikvah B'nei Mitzvah Guidebook 2018

B'nei Mitzvah Finances (1 of 2)

Staff contact: John Humleker, Executive Director, John@ShirTikvah.net

1. Services - \$800.

This covers general expenses of the B'nei Mitzvah experience:

- *Mishkan T'filah* siddur (prayer book) and *Parshat HaShavua* (Torah portion study guide)
- Meals and supplies for family gatherings during 5th and 6th grades
- Advertising the B'nei Mitzvah in *American Jewish World*
- Friday evening and Saturday morning support: custodial preparation and clean-up, music leadership, childcare, program pamphlet, candy, dining supplies for Saturday Kiddush luncheon
- Administrative and event-planning support, time with clergy

2. Tutoring - \$1080.

This covers the 12 months of learning and relationship-building between your child and their tutor.

3. Additions

If your family would like to have Shabbat dinner together at Shir Tikvah before or after our Friday evening service, there is an additional \$200 charge for renting the space. If your family would like to celebrate your child becoming B'nei Mitzvah with a social event at Shir Tikvah on Saturday evening, there is an additional \$300 charge for renting the space.

Summary

\$800	Services
\$1080	Tutoring
\$1880	Total due
-\$150	Deposit received in 5th grade
-\$180	Deposit if paid upfront
\$1550	Total due including discounts*

*does not include additions

Shir Tikvah B'nei Mitzvah Guidebook 2018

B'nei Mitzvah Finances (2 of 2)

Staff contact: John Humleker, Executive Director, John@ShirTikvah.net

Shir Tikvah recognizes the additional expenses of the B'nei Mitzvah experience for families. No one will be denied becoming B'nei Mitzvah because of financial constraints. Please be in touch with John to determine a payment plan. If you would like to set up a monthly or quarterly ACH debit or credit card charge, please read below and fill out the following table:

- ACH charges will be processed around the 15th of the month.
- You are welcome to include any other Shir Tikvah pledges on your ACH charge. Please let us know how you would like that itemized. In this case, we post only one charge and then break it down specifically in your Shir Tikvah account on our database - this saves both sides from additional service fees.
- Debit or credit cards can be processed online at <https://givemn.org/organization/shir-tikvah-congregation>.
- Please be in touch with John at any time via email at John@ShirTikvah.net or via office line at 612.822.1440.

ACH Authorization Form

Financial institution:	Branch:
City, State, Zip Code:	
I/we hereby authorize Shir Tikvah to initiate entries to my/our checking or savings account and depository indicated here.	Signature: Date:
Name on account:	Address:
Checking / Savings (please circle)	Account #:
Financial institution routing #:	Amount:
Monthly / Quarterly (please circle)	
Itemization: Annual pledge \$ _____, Tuition \$ _____, Other \$ _____ (specify)	