



B'nai Mitzvah Planner

Three years before...

Your child is registered for AND attending religious school!

- B'nai Mitzvah Date assigned.
- Attend **Next Steps Planning Meeting** and receive an overview of online materials.

12 – 18 Months before...

- Depending on the month of your Simcha – attend **Short Term B'nai**

Mitzvah Planning

meeting and review online materials.

- attend **Short Term B'nai Mitzvah Planning** meeting and review online materials.

- Student attends Mechina (B'nai Mitzvah Prep) Class on Shabbat mornings
And select Sunday mornings through the school year.

Approximately 1 Year before...

Your child is registered for AND attending religious school!

- 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.
- Receive "3 Pillars" Mitzvah Program – Contact Cantor Steve if you need guidance on or you'd like to discuss your child's "3 Pillars" project.
- Begin weekly tutoring sessions, which will continue until the week of the B'nai 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!

- Continue communication with your child's tutor to stay current on progress, discuss goals for the day, Friday evening service participation, etc.
- Arrange with our B'nai Mitzvah coordinator, Randi Simon, regarding Torah readings for other family members who can and would like to read.
- 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...

- Contact Randi Simon regarding Shabbat Kiddush and complete the Kiddush agreement.
- Set up time for pictures with Maria Catezone.
- Stay current on your child's progress both with tutor and 3 Pillars program.

2 - 3 Months Before...

- Through the Clergy Assistant, set up a meeting with our Rabbi Chapman to review timetables, logistics, and various ritual topics including the Aliyah-Honor Sheet. You receive 3 Aliyot at the Torah, in addition to the B'nai Mitzvah's Aliyah and an ark opening. Participants must be Jewish and over BM age. A younger sibling may lead a blessing such as Kiddush/Motzi.
- Through the Clergy Assistant, schedule your final run through of the service with Rabbi Melman for within 1-2 weeks of your simcha.
- Randi contacts you to discuss the menu and count for Kiddush (if applicable).

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/display materials to Cantor Steve.

2 -4 Weeks Before ...

- Turn in the Aliyah-Honor sheet.
- Provide your final Kiddush count to Randi.

1-2 Weeks Before ...

- Have your final run through of the service with Rabbi Melman.
- Complete your commitments for the "3 Pillars" Mitzvah Program and hand in any written/display materials to Cantor Steve.

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.
- If ordering kippot, drop them off to the CBS Office.

The Shabbat of ...

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

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