



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

Approximately 1 Year before...

Your child is registered for AND attending religious school!

- Attend Mechina (BM Prep Class on Shabbat or Sunday mornings (8 sessions for parents and students.
- Contact Cantor Steve if you need guidance on or you'd like to discuss your child's Tikkun Olam Project.
- Receive and fulfill obligatory Shabbat Ambassador and Kiddush serving assignments. You are required to help others, as you will be helped.
- Set-up and serve Kiddush at 2 Shabbat services.
- 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 their progress.

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 Tikkun Olan 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 and make Host Fee Payment
- Set up time for pictures with Maria Catezone.
- Stay current on your child's progress both with tutor and Tikkun Olam project.

2 - 3 Months Before...

- Through the Clergy Assistant, Lisa Weisner, set up a meeting with 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 Chapman or Cantor Stoehr within 1-2 weeks of your simcha.

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 "Tikkun Olam" Mitzvah Program and hand in any written/display materials to Cantor Steve or Rabbi Chapman

2 -4 Weeks Before ...

- Turn in the Aliyah-Honor sheet.
- Provide your final Kiddush count to Randi Simon. Balance for Kiddush commitment is due. Make arrangements for payment with Lauri Holmes

1-2 Weeks Before ...

- Have your final run through of the service with Rabbi Chapman.
- Student will have full run through on bima with Tutor and run through D'var Torah on bima with Rabbi Chapman.
- Complete your commitments for the Tikkun Olam 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. ☺