



B'nai Mitzvah Planner

3 Years Before (4th Grade)...

Your child is registered for AND attending religious school or Jewish Day School!

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

Approximately 12-18 (6th Grade) Months before...

Your child is registered for AND attending religious school or Jewish Day School!

- ☐ Attend Mechina (BM prep) Class scheduled on Shabbat or Sunday mornings during the 6th grade year of Religious School
- ☐ 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.
- ☐ Attend 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.
- ☐ Attend Short term B'nai Mitzvah Planning meeting

6 to 12 Months Before...

Your child is registered for AND attending religious school or Jewish day school

- ☐ Receive and fulfill obligatory Shabbat Ambassador assignments. You are required to help others, as you will be helped
- ☐ Tikun Olam Project – Contact Cantor Steve, Rabbi Chapman, or Rabbi Honig if you need guidance on or you'd like to discuss your child's Tikun Olam project
- ☐ Attend 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
- ☐ Acquire tallit for your child (required for boys; encouraged for girls)

6 Months Before...

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- ☐ 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 Tikun Olam Project requirements
- ☐ Attend Shabbat services more frequently to build familiarity

4 Months Before...

Your child is registered for AND attending religious school or Jewish day school!

- ☐ Contact Randi Simon regarding Shabbat Kiddush and submit Kiddush Agreement & pay Host Fee.
- ☐ Set up time for pictures with Maria Catezone.
- ☐ Stay current on your child's progress both with tutor and Tikun Olam Project.

2-3 Months Before...

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- ☐ Through the Clergy's Assistant, Lisa Weisner, set up a meeting with Rabbi Chapman to review timetables, logistics, and various ritual topics including the Aliyah- Honor Sheet, and D'var Torah.
(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.)
- ☐ Schedule with Lisa Weisner your final run through of the service with Clergy for 1-2 weeks before your simcha.
- ☐ Randi contacts you to discuss the menu and count for Kiddush (if applicable).

6-8 Weeks Before...

Your child is registered for AND attending religious school or Jewish Day School!

- ☐ Parents –Work on Parents' Prayer for your child. You are encouraged to write something original based on the examples sent to you and which are available on the CBS website.
- ☐ Complete your commitments for the Tikun Olam Program and hand in any written/display materials to the clergy or your Tutor.

2-4 Weeks Before ...Your child is registered for AND attending religious school or Jewish Day School!

- ☐ Turn in the Aliyah-Honor sheet.
- ☐ Provide Final Guest Count to Randi Simon and may arrangements to pay Kiddush balance

1-2 Weeks Before ...Your child is registered for AND attending religious school or Jewish Day School !

- ☐ Have your final run through of the service with the Clergy
- ☐ Complete your commitments for the Tikun Olam Mitzvah Program and hand in written/display materials to Cantor Steve or your Tutor.

The week of... Your child is registered for AND attending religious school or Jewish Day School!

- ☐ 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 to the CBS Office

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 them and that you are proud!
- Smile and enjoy the service...it all goes by so quickly. ☺**

NOTES: