

Beth Tikvah Congregation Religious School Handbook

2009-2010

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Beth Tikvah Congregation
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www.beth-tikvah.org

Calendar at a Glance 2009-2010

Sun., Sept. 13	First Day of School/Open House
Tues., Sept. 15	First Day of Hebrew School
Tues., Sept. 15	7 th Grade Shofar Workshop
Sun., Sept. 20	NO RELIGIOUS SCHOOL (Rosh Hashanah)
Sun., Sept. 27	Ruach (Spirit) Day "Jewish Wear"
Fri., Oct. 9	Kindergarten Consecration Service/Dinner
Sun., Oct. 18	10 th Grade Ropes Course
Sun., Oct. 18	Pre-K/Kindergarten Family Education
Sun., Nov. 1	5 th Grade Family Education Day
Sun., Nov. 1	OSRUI Information Day
Sun., Nov. 1	Ruach Day "Camp Wear"
Sun., Nov. 8	9 th & 10 th Grade Family Education Day
Fri., Nov. 20	1 st /3 rd Grade Shabbat Service/Dinner
Sun., Nov. 29	NO RELIGIOUS SCHOOL (Thanksgiving)
Sun., Dec. 6	1 st /2 nd Grade Family Education Day
Sun., Dec. 13	Ruach Day "Beth Tikvah Wear"
Sun., Dec. 18	Beth Tikvah Chanukah Service
Sun., Dec 20-Sun., Jan. 3	NO RELIGIOUS SCHOOL (Winter Break)
Tues., Jan. 5	Religious School Resumes
Sun., Jan. 10	6 th Grade Family Education Day
Sun., Jan. 10	Ruach Day "Pajama Day"
Fri., Jan. 15	5 th /7 th Grade Shabbat Service
Fri., Jan. 29 - Sun., Jan. 31	7 th /8 th Grade OSRUI Retreat
Sun., Feb. 7	3 rd Grade Family Education Day
Fri., Feb. 12 - Sun., Feb. 14	9 th thru 12 th Grade OSRUI Retreat
Fri., Feb. 19	2 nd /4 th Grade Shabbat Service/Dinner
Sun., Feb. 28	Ruach Day "Purim Costume"
Fri., Mar. 5 - Sun., Mar. 7	5 th /6 th Grade OSRUI Retreat
Fri., Mar. 5 - Mon., Mar. 8	10 th Grade L'Taken Seminar
Sun., Mar. 14	11 th /12 th Grade Family Education
Sun., Mar. 21 - Sun., Mar. 28	NO RELIGIOUS SCHOOL (Spring Break)
Tues., Mar. 30	NO HEBREW SCHOOL (Passover)
Tues., Apr. 4	Religious School Resumes
Fri., Apr. 16	6 th /8 th Grade Shabbat Service
Fri., Apr. 16	Teacher Appreciation Shabbat
Sun., Apr. 18	7 th /8 th /Grade Family Education Day
Sun., Apr. 18	Ruach Day "Blue & White"
Sun., Apr. 25	4 th Grade Family Education Day
Sun., May 2	NO RELIGIOUS SCHOOL (Walk for Israel)
Fri., May 7	High School Graduation Shabbat Service
Fri., May 11	10 th Grade Confirmation Shabbat Service
Sun., May 23	Ruach Day "Jewish Wear"
Sun., May 23	Last Sunday of Religious School

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Mission Statement of Beth Tikvah Religious School

Our mission is to provide an education to our students in Judaism - its history, writings, language, liturgy, practices, culture, values and beliefs, in a safe, inclusive environment that promotes a positive Jewish identity, a desire for lifelong learning, and a means to connect to the larger Jewish community of the past, present and future.

Beth Tikvah Religious School Committee

Rokki Parrinello	Principal
Mandy Thalhammer	Principal
Mark Covitz	Rabbi
Lesley Hollenberg	President
Deb Bakal	Vice President Religion & Education
Terrie O'Day	Religious School Committee Chair

Members: Pam Altman, Laura Cohen, Wendy Dall, Roberta Fahey, Ann Gruettner, Nancy Joffee, Michelle Kleeman, Laury Kossoff, Dan Meir, Mike Meyers, Heidi Powell, Ellen Rosenblum, Gayle Smith, Bette Solomon, Elyce Tecktiel, Lisa VanDerBleek, Hollie Yanaga (As of 8/09)
Our Sisterhood Religious School Committee Partner: Stacy Siver

***We welcome new members!** If you are interested in serving on the committee, contact Terrie O'Day, Religious School Committee Chair.

Mission Statement of the Religious School Committee

The committee serves as a liaison between the congregation and the Rabbi, Co-Principals, and other educators in order to create and support educational goals, standards, and programs and to build and maintain a safe, creative, and vibrant religious school. We aim to promote the religious school to the congregation and the community and to provide our school with the means to inspire our students to become lifelong Jewish learners and practitioners.

Schedule Of Classes	Grade	Tuesday Evening	Sunday Morning
	Pre-K/K, 1		9:00 – 11:15
	2, 3, 4	5:00 – 6:45	9:00 – 11:15
	5, 6, 7,	6:45 – 8:30	10:45 – 1:00
	8, 9, 10, 11, 12 Hebrew	6:30—8:30	9:50 – 1:00
	8, 9, 10, 11, 12 Non Hebrew	6:30—7:45 Dinner Only	10:45 – 1:00

Gesher Lekesher Program Hebrew & Non-Hebrew

Hebrew Option: Students will continue based on their skill level instead of that was overwhelmingly requested.

Non- Hebrew Option: For students Jewish studies without the requirement option will be offered at a reduced rate. Hebrew will continue to be offered as in the past.

Hebrew for High School Credit: Students who receive credit for Hebrew studies at their high school accepts this, may be eligible for high school requirements of 80% or greater attendance per grade. Please notify Rokki Parrinello for more information if you are interested.

Dinner with the Rabbi: The Gesher program includes for ALL 8th – 12th grade students. If the Hebrew option chosen, the opportunity for "Dinner with the Rabbi", a pizza dinner and discussion with the Rabbi from 6:30 – 7:45.

We hope that you will view these options as a response to the needs of the 8th – 12th grade and their families as expressed over the past year. Additionally, there will be a High School Confirmation be planned for a Friday night in March.

Confirmation

Confirmation is the name given to the ceremony in which the students confirm their Jewish identity. This program, which concludes with the Confirmation ceremony, which is conducted by the confirmation teacher.

Eilu Devarim

In keeping with the meaning of this life event that celebrates the age of responsibility in Jewish life, all Bar and Bat Mitzvah candidates at Beth Tikvah are required to take part in our *Eilu Devarim* program. This program is based upon the ten *mitzvot* listed in the *Siddur* which are recited at morning services. Students with their families may choose from a variety of activities covering ten areas to total thirteen *mitzvot*, which are accomplished during a prescribed period of time prior to the Bar/Bat Mitzvah. The B'nai Mitzvah families are encouraged to participate in this process to enrich the Bar/Bat Mitzvah as a family experience.



Special Education Classes: Yad B'yad

Yad B'yad is the title of the course offered for children with special needs. It meets on Sunday mornings from 9:30 to 11:15. Enrollment is limited for children currently receiving Special Education services in secular school who may need a special program.

NOTE: This program is not being offered for the 2009-2010 school year. However, if you are interested please contact our principals for more information.

Goals of Religious

We strive to provide both knowledge and... that throughout their lives they:

- ✧ Have a positive Jewish identity
- ✧ Study Torah
- ✧ Study Hebrew
- ✧ Celebrate Jewish holidays and Jewish life
- ✧ Pray
- ✧ Pursue social justice and perform mitzvot
- ✧ Connect with the larger Jewish community and Jewish organizations
- ✧ Practice acceptance of others within the Jewish community
- ✧ Support Eretz Israel, the Land of Israel

Attendance

In order for students to attend religious school, all members in good standing. Any questions or account should be referred to the Financial Director.

Students should attend Religious School regularly to most benefit from their experience. If you have any questions please call the temple. If your child is going to miss two consecutive sessions, please inform the Financial Director. Appropriate makeup work may be required, but excessive. If tutoring is necessary due to absence, it is at the parent's expense.

Please call Beth Tikvah at (847) 885-4545 for more information.

School Closings

There may be times when religious school is closed due to weather or other warnings. If this situation arises, a message on Beth Tikvah's voice mail will be left. In such cases, we anticipate a high volume of calls, so make sure all callers can get through. If you are in a carpool, please have only the driver make the call. WBBM-720AM and WBBM-780AM will announce school closings on radio stations and websites and, when necessary, on www.beth-tikvah.org.

Parent Teacher Communication

An Open House is scheduled for the first day of religious school, to better acquaint parents with teachers, administration, and the classroom environment. In addition, parent/teacher conferences may be initiated by parents or teachers at any time during the year to discuss achievements and/or concerns. If you wish to arrange a conference, please contact your child's teacher. Please check www.beth-tikvah.org for teacher email information, curriculum information, and/or homework assignments, as teachers do use the website as a resource for communication.

Parent Involvement

The Religious School is a reflection of our common goals for the education of our students. We offer opportunities for families to share in their children's education, including family education programs held during religious school hours, holiday programs, family dinners and Shabbatonim. Our religious school is also always in need of office volunteers and room parents. Parental involvement and participation is invited and encouraged throughout the year, reflecting the essence of Jewish covenantal responsibility: "That we teach unto our children, generation to generation."

Tzedakah

Money will be collected at the beginning of Sunday session for tzedakah. Students should bring a small contribution for tzedakah on Sunday each week, thus helping them to internalize the Jewish value of righteous giving. The classes will each donate their tzedakah funds to a specified organization that they will learn about during the year. Parents are encouraged to help their children understand the concept of tzedakah.

Homework

It is the policy of our School that homework may be given if a teacher feels it is meaningful for his or her students. Homework is one way to extend the class lesson to the home, and might include family study, discussion, or projects. We appreciate your support.

Bar / Bat Mitzvah



Bar/Bat Mitzvah is a meaningful and continuing process of a child's education. Candidates for Bar/Bat Mitzvah must have completed at least five years of religious training and be students in the Religious School at the time of their Bar/Bat Mitzvah (Regular attendance in the Religious School Program) Regular attendance in the Religious School classes during Grades 4, 5, and 6 is required. A child who wishes to celebrate the date of the Bar/Bat Mitzvah must be approximately 2 years in advance of their birthday. Specific training and service takes place outside of the Religious School for each student receiving one with a tutor beginning about 18 months in advance of the date.

Children who become Bar/Bat Mitzvah are required to attend religious school through 10th grade Confirmation. In addition, we encourage them to continue to attend a separate list of Bar/Bat Mitzvah

Intermediate Department Grades 4 through 7



Jewish history, the Jewish lifecycle, Hebrew as a living language, and Bible selections and their connections to our daily life are the major focus of study in the intermediate department. The school program provides our sixth-grade students with the foundation on which preparation for Bar/Bat Mitzvah is built. Computers and special software are available to enhance the intermediate level programs.

Sunday morning services lend a special character to the morning program. Tuesday classes are also a mixture of Judaics and Hebrew. If needed, tutoring is available for an additional fee to facilitate successful learning of Hebrew.

Arrival and D

To gain the maximum from our Religious education program, it is important that your child arrive before 8:30 AM and remain until class is dismissed. Children who arrive early disrupt classroom continuity and learning. If your child is unavoidably late, the student should arrive before going to class so as not to be disruptive. Tardiness will be noted on progress reports. If your child needs to be dismissed early, please call the school. When you come to pick up your child at the end of the school day, you are requested to fill out an Early Dismissal Form. Please

Dropping Off and Pickin

For early session on Tuesdays and Sundays, students are escorted to their classrooms by an adult. Students should **not be dropped off earlier than 8:30 AM in class. Parents must remain with your child in the classroom.** This is for the safety of our children.

All students, except in the cases outlined below, must be inside the building by an adult when they arrive. Sunday early session students in grades 4-6 are picked up directly from their classrooms. Students must be in the Chaveyron. The children will be waiting for their parents to get them. Tuesday classes are picked up from their classrooms. Children must be in the parking lot by 8:30 AM. **Parents are charged for repeated late pick ups.** This is to help ensure the safety of our children and to keep the parking lot.

A student can leave without an accompaniment under the following conditions: 1) he/she is a driver, 2) he/she is a driving student, or 3) he/she walks home.

Drivers who pick up children are asked to use the **designated parking spaces.** Out of respect for our members and for the safety of our children, please avoid traffic by waiting in the driveway or tu

Teacher List

Family Education	Gayle Kopin
Pre-Kindergarten/Kindergarten	Dianne Hirsch
First Grade	Ellyn Weisz
Second Grade	Stacey Hadesman - Judaics
Second Grade	Stacey Hadesman - Hebrew
Second Grade	Ellyn Weisz - Bible
Third Grade	Diane Black - Judaics
Third Grade	Roni Binder - Hebrew
Third Grade	Tzipy Vardy - Hebrew
Third Grade	Milta Turner - Bible
Fourth Grade	Scott Meyer - Judaics
Fourth Grade	Smadar Ablin - Hebrew
Fourth Grade	Katie Forsythe - Bible
Fifth Grade	Cynthia Singer - Judaics
Fifth Grade	Debbe Astrug - Hebrew
Fifth Grade	Sue Schwartz - Bible
Sixth Grade	Katie Forsythe - Judaics
Sixth Grade	Susan Schwartz - Trope
Sixth Grade	Dan Meir - Hebrew
Sixth Grade	Scott Meyer - Bible
Seventh Grade	Scott Meyer - Judaics & Bible
Seventh Grade	Tzipy Vardy - Hebrew
Eighth Grade	Scott Meyer - Judaics
Ninth Grade	Vicki Lachmann - Judaics
Tenth Grade	Rabbi Mark Covitz -Confirmation
Eleventh/Twelfth Grade	Vicki Lachmann - Jewish Values
Eighth-Twelfth Hebrew	Roni Binder
Eighth-Twelfth Hebrew	Ari Meyer
Eighth-Twelfth Hebrew	Tzipy Vardy
Ninth/Tenth/Eleventh/Twelfth Grade	Volunteers - Chugim
Eighth-Twelfth Dinner/Discussion	Rabbi Mark Covitz
Music	Terry Shapiro
Hebrew Tutoring	Ari Meyer

Primary Department Pre-Kindergarten through



The emphasis in the Primary Department is on developing an awareness of Jewish history and culture, instilling a positive attitude toward Jewish identity, and subject matter consists chiefly of Jewish history, Bible stories, Shabbat, Synagogue, and Jewish values. Activities include stories, songs, and crafts, dramatizations, skits, and watching tapes, and grades 1-3 use Jewish learning through music. Each grade has a music class for each grade. Music is an important part of our curriculum. All students attend Sunday religious services held on Sunday for all Primary Department students. Tuesday afternoon starting in

In addition, students are introduced to Hebrew language and will learn to read and write Hebrew letters and know the meaning of words. First and third grade classes use the national Reform Jewish curriculum. Children are constructing meaning through stories. Second-graders will use a curriculum program, which should be completed with the provided materials.

Discipline Procedures

The following *guidelines* will be used to deal with disciplinary situations. In cases where the situation is deemed more serious, one or more of these steps may be omitted.

Incident #1 -- When a teacher feels a student has gone beyond reasonable bounds of classroom behavior, the teacher will:

- a) render a verbal warning to the student. The student will be told about the our discipline system and that a change in behavior is expected.
- b) inform the Director verbally and in writing the day the incident occurs.
- c) complete a written record of the incident that is given to the Director, and will be maintained in the student's file.
- d) contact the parents about the disruptive behavior within 24 hours.

Incident #2 -- If the student continues to create a discipline problem,

- a) the student and teacher will meet with the Director to discuss the situation.
- b) a follow-up letter will be mailed home and the parent will be asked to sign and return it.
- c) if necessary, the Director, teacher, student, and the parents will meet to try to resolve the problem. This may include writing a contract defining and committing to appropriate classroom behavior, signed by the student as a promise to work towards the stated goals.

Copies of this contract are kept by the Educational Director, teacher, and student. A copy of the contract will be sent to the parent(s) with a cover letter explaining the specifics of the situation and the plan for the remainder of the year. The terms of the contract are expected to be fulfilled through to the end of the school year.

Incident #3 -- A third incident indicates that the student continues having difficulty with the classroom as a learning community. If all efforts to resolve the problem fail, the student will be removed from the classroom, and the Director will recommend an appropriate alternate action which may include, but need not be limited to, temporary suspension from attending Religious School classes.

The following acts of misconduct will immediately take the student to disciplinary action under incident #3:

- 1) Bringing any sort of weapon, drugs, or alcohol onto Temple grounds or into the building;
- 2) Inappropriate and/or abusive physical contact with any other student;
- 3) Vandalism to any part of the Temple grounds or building; or
- 4) Verbal or physical threats to the teacher or another student.

Special Cele

Throughout the religious school year we have special events with our families. We have a Consecration dinner and service, in which they dedicate themselves to the ceremony in which they dedicate themselves to the service. We host additional Shabbat Services on these evenings the students in the Shabbat service. We ask the room to provide the food for the Oneg Shabbat for the Shabbat Services this year are

October 9, 2009	Kindergar
November 20, 2009	1 st /3 rd Gr
January 15, 2010	5 th /7 th Gr
February 19, 2010	2 nd /4 th G
April 16, 2010	6 th /8 th Gr

Other special events include 10th grade Graduation which are celebrated on which the students largely lead the service, ask the families to provide the Oneg Shabbat serve the Oneg themselves, or arrange a Chair to provide servers. The dates of school year are as follows:

May 7, 2010	High Sch
May 21, 2010	10 th Grad

Bar/Bat Mitzvah ceremonies are given in 7th or 8th grade year depending on the year. Celebrations are covered in another section. Responsibilities for the Kiddush following the ceremony are coordinated with the Beth Tikvah Sisterhood hold a meeting for the B'nai Mitzvah student, you will be contacted

Camp Retreats

The weekend retreats at Olin Sang Ruby Union Institute (OSRUI) Camp in Oconomowoc, Wisconsin, are an important part of Beth Tikvah's Religious School program. Information will be sent home to parents at least 6 weeks prior to the retreat.

The schedule is:

Grades 5 - 6 at OSRUI:

Friday, March 5 – Sunday, March 7, 2010

Grades 7- 8 at OSRUI:

Friday, January 29 – Sunday, January 31, 2010

Grades 9 -12 at OSRUI:

Friday, February 12 – Sunday, February 14, 2010

Family Education Programs

At certain times during the year, we will hold Family Education Programs. Some programs are for the entire school; others will be for certain groups or grade levels. All will provide an opportunity for parents and children to learn, experience, and celebrate Jewishly together!

Reporting The Student's Progress

Reports regarding your child's progress will be sent home twice a year. In addition, teachers are available and look forward to discussing your child's progress in person.

Appropriate Attire

The way we dress **does** influence our behavior. We therefore require our students to dress appropriately for a House of Worship. Wearing nice clothes helps to set a tone of respect and reverence for the religious studies. Inappropriate clothing would include T-shirts with inappropriate language or pictures, tank tops, and torn jeans. Sunday sessions include worship services, often held in the Sanctuary, and may involve student participation from the *bimah*. Beth Tikvah's Ritual Committee asks that those in a leadership role for services should wear appropriate head coverings. It is requested that men and boys wear long pants other than jeans, and women and girls wear appropriate skirts, dresses, or pants. Additionally, wheeled sneakers (Heelys) are **not** allowed.

Expectations For Classroom

The classroom is certainly the most important institution, and we expect that behaviors reflect the importance of the serious study. More specifically, we ask that students:

1. Arrive to class on time,
2. Be prepared for class with all materials each day, including pencil, notebook, and paper,
3. Be attentive to the task at hand,
4. Demonstrate care and consideration for the property of others,
5. Respond promptly to all directions,
6. Display appropriate friendly behavior,
7. **Have all electronic devices turned off, including Ipods, Gameboys, cell phones, etc.**

Our classes are holy study sessions. We expect students to treat these sessions with high respect for the teachers, fellow students, administrators, and the Torah, a very important Jewish value and is essential to our education.

Discipline Procedures

We want our students to make **positive** choices and to interact with others. We also recognize that students need to **experience successes** as well as challenges. Students must be afforded the opportunity to learn and thus improve their behavior. The Discipline Committee has suggested procedures that do not hinder others from learning, or discourage inappropriate behavior. A student who is disruptive in the Director's office if he/she is kept in the office for disrespectful to the teacher. The Education Committee will remove a student under such circumstances upon the first offense.

It is the student's right to learn and the teacher's right to teach. No one has the right to interfere with either.