



# Am Kolel Sanctuary and Renewal Center

19520 Darnestown Road  
Beallsville, MD 20839-3308  
Web page: [www.am-kolel.org](http://www.am-kolel.org)

**Telephone: 301-349-2799**  
Facsimile: 301-349-2744  
E-mail: [info@am-kolel.org](mailto:info@am-kolel.org)

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Rabbi David Shneyer

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**Dear Parents,**

Thank you for choosing to work with Am Kolel Renewal Center in preparation for your child's becoming bar or bat mitzvah. We hope that the coming months will be a time of meaningful and joyful planning.

We would like to encourage you to use this time as a family to deepen your Jewishness and appreciation of Judaism. For your son or daughter, becoming bar or bat mitzvah should not be seen as the culmination of one's Jewish education, but rather as the beginning of an affirmation and commitment to Jewish life. We hope that your family will participate in as many of the programs and services of Am Kolel as possible, and that you will call upon Am Kolel for support when you need it.

Please be reminded that your son or daughter should be meeting weekly with a tutor to work specifically on the prayers and readings for the bar or bat mitzvah. In addition, your child should be meeting monthly – and as the day approaches, perhaps more frequently – with the officiating rabbi or cantor to discuss Jewish history, ethics, the meaning behind the day, and to plan the services. Parents are welcome at the monthly meetings.

Please fill out the attached form for our Office records. This form must be returned to the Am Kolel Office as soon as possible.

We welcome your suggestions and look forward to working with you.

Sincerely,

Rabbi David Shneyer

## Preparation Checklist for Parents of Bar/Bat Mitzvah Students

What to Do	When to Do It
1. Call the Am Kolel office (301-349-2799) to schedule an initial phone conference with Rabbi David Shneyer. A <u>tentative</u> date for the service can be arranged with Reb David at this time.	As soon as possible. At least 1 year prior to bar/bat mitzvah
2. Complete and return the enclosed <b>Information For the Am Kolel</b> .	Within 2 weeks
3. If you are <u>not</u> currently a member of a Jewish community, complete the enclosed <b>Am Kolel Membership Information</b> and return with dues.	Within 2 weeks
4. Schedule the first monthly meeting with Reb David. The <b>Information for the Am Kolel Office</b> form must be returned <u>before</u> this meeting can be scheduled.	12 months before bar/bat mitzvah date
5. When the Am Kolel office has received the Information and, where appropriate, Membership forms, you will receive an invoice for the Simcha services. (see enclosed Fee Schedule) A 50% deposit is required to secure the bar/bat mitzvah service date. The date is <u>not confirmed</u> until the deposit has been received by the Am Kolel office.	As soon as possible, but at least by the 2 <sup>nd</sup> meeting
6. Schedule monthly meetings with Reb David.	Monthly throughout preparation period.
7. Schedule a rehearsal for the week prior to the bar/bat mitzvah	At least 1 month prior to service
8. If you are preparing a Simcha booklet, make selections from the Anthology (will be provided by Reb David). Send a list of your selections to <a href="mailto:admin@am-kolel.org">admin@am-kolel.org</a> . The office will email you a copy of your selections.	At least 1 month prior to service
9. Send balance of Simcha fee to Am Kolel.	30 days prior to service

### Meetings with Rabbi David

- 1) Should be scheduled **monthly** during the year prior to Simcha. Contact the Am Kolel office at 301-349-2799 to schedule. Please contact the office at least 2-3 weeks before you want the meeting scheduled.
- 2) **Most meetings will take place at Rabbi David's Rockville office: 1719 Wilmart Street, Rockville, MD 20852.** Only by special arrangement, will meetings be scheduled elsewhere. Please verify meeting location when scheduling with the office.
- 3) Payment for the meeting is due by the time of the meeting. Please send payment, (checks payable to Am Kolel) to the office at 19520 Darnestown Road, Beallsville, MD 20839.

### Payments

- 1) All checks should be made payable to **Am Kolel** and mailed to 19520 Darnestown Road, Beallsville, MD 20839
- 2) Payments may be made by credit card (Visa or Mastercard only). Please contact the office with your credit card information.



**Bar/Bat Mitzvah  
INFORMATION FOR THE AM KOLEL OFFICE**

**STUDENT:** \_\_\_\_\_  
(English & Hebrew)

Officiant: \_\_\_\_\_ Tutor: \_\_\_\_\_

**Bar/Bat Mitzvah Service**

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Location: \_\_\_\_\_

**Rehearsal**

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Location: \_\_\_\_\_

<b><u>Membership</u></b>		
<input type="checkbox"/> Am Kolel	<input type="checkbox"/> Kehila Chadasha	<input type="checkbox"/> Not a member of a Jewish community
<input type="checkbox"/> Non member attending Kehila Sunday School		
<input type="checkbox"/> Another Community ( <i>please specify</i> ) _____		

**Contact Information**

Student Lives with:  Father  Mother  Both

**FATHER:** \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

Phone: \_\_\_\_\_  
Home Work Cell

Email: \_\_\_\_\_

**MOTHER:** \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

Phone: \_\_\_\_\_  
Home Work Cell

Email: \_\_\_\_\_

*(Please indicate, by asterisk, the parent to whom invoices & other communications should be sent)*

**Special Notes of Requests:**



# Am Kolel Sanctuary & Renewal Center

## FEE SCHEDULE FOR BAR/BAT MITZVAH CANDIDATES

**Bar/Bat Mitzvah Fee:** Am Kolel Members: \$900.00 Non Members: \$1515.00

**Members of Kehila: \$900.00**

For **B'Nai Mitzvah**, officiant fee for the second student will be ½ the regular officiant fee.

Fee Includes:

1. All brief telephone calls<sup>1</sup>
2. Ceremony and Use of the Ark and Torah
3. Certificate & Gift

**Am Kolel Membership: \$1080.00**

In order to take advantage of the Am Kolel member price, a family who works with an Am Kolel Staff member for B'nai Mitzvah must be full household members. Please contact the Am Kolel Office at 301-349-2799 for a membership form, for visit [www.am-kolel.org](http://www.am-kolel.org).

Benefits of membership include:

1. Belonging to a congregation
2. Access to staff and resources.
3. Two (2) adult High Holiday tickets.
4. Discounts for life cycle events, classes, programs, retreats and Am Kolel Bookstore.
5. Weekly E-letter and all other program mailings.
6. Voting privileges.
7. Eligibility for subsidies to Jewish educational & renewal conferences or retreats.
8. Supporting an organization that benefits the Jewish and general community through community services and human relations programs.

**Meetings with Rabbi David:** Am Kolel Members: \$105.00 Non Members: \$120.00

On average, 9-12 meetings will be needed during preparation. No additional charge for second student.

**Rehearsals:** Am Kolel Members: \$120.00 Non Members: \$150.00

Rehearsals are usually scheduled at Rabbi David's home and take approximately 1½ hours. They should be scheduled for the week prior to the bar/bat mitzvah service. No additional charge for second student.

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**Travel Reimbursement** charges will apply for events conducted 40 or more miles from Rockville. Call the Am Kolel office for a specific estimate.

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**Process & Payment Schedule:**

1. Due **Immediately**: Information sheet, Am Kolel Membership application and dues, or the name of the community/congregation of which you are members.
2. 2<sup>nd</sup> meeting: Half (1/2) of the Bar/Bat Mitzvah Fee – this secures the date on Rabbi's calendar
3. 30 days prior to Simcha: Balance of fee
4. Payment for meetings is due at the time of the meeting.
5. Checks should be made payable to: Am Kolel

**Our tradition encourages families who are able to do so to make contributions to their favorite Tzedakah funds or charitable causes. This is a way of sharing your celebration with those who are less fortunate.**

<sup>1</sup> Preparation sessions conducted by telephone with out-of-area students are charged at the regular session fee.



## BAR/BAT MITZVAH LEARNING AND PRACTICE CHECKLIST

**(PLEASE SHARE WITH YOUR TUTOR)**

### I. Base Knowledge

- A. Overview of Jewish history (with Rabbi David)
- B. Knowledge of major beliefs and concepts (with Rabbi David)
- C. Familiarity with Jewish customs and ceremonies as they relate to holidays and life cycle events. (with tutor and Rabbi David)

### II. Hebrew and Prayers (for *Bar/Bat Mitzvah* day and beyond) (Tutor)

Students need to have a reading knowledge of Hebrew.

- A. ***Sh'ma V'Ahavta*** (though not done in the afternoon, important to learn)
- B. ***Brachot*** before and after *Torah* reading
- C. Familiarity with ***Amidah*** and themes (the *Avot* may be chanted by Bar/Bat M.)
- D. ***Torah Service***: familiarity with (*may also lead*)
  - i. *Ein Kamocha, Ki Mitzion/Baruch Shenatan*
  - ii. *Line of Sh'ma, Ekhad, Gadlu*
  - iii. *L'kha...optional*
  - iv. *Eytz Chayim Hi*

E. ***Torah Portion (12 to 21 verses)*** (to be selected with Rabbi David)

F. ***Haftarah*** (optional in the afternoon)

G. **Speeches/Divre Torah** (with tutor and/or Rabbi David)

- i. Summary of reading
- ii. Personal comments on meaning
- iii. Thank you's

H. **Closing prayers** (Tutor)

- i. *Eyn Keyloheynu*
- ii. *Aleynu* (abbreviated version)
- iii. *Adon Olam*

I. **Havdalah – optional** (Tutor)

**Additional blessings to know** (Tutor)

*Blessing for tallit*

*Blessing over fruit of the vine (kiddush)*

*Blessing over bread*

Students are strongly encouraged to attend 4-6 Am Kolel services and holidays programs before their Bar/Bat Mitzvah

Sept 2013

# A BAR/BAT MITZVAH CANDIDATE'S

## JEWISH HOME LIBRARY

### **BOOKS**

1. Tanakh (Jewish Bible – English) [strongly recommended: The Living Torah, edited by Aryeh Kaplan, or Soncino Bible {Hertz Edition}]
2. My People: Volumes I and II (history texts), edited by Abba Eban
3. When a Jew Celebrates (Behrman House)
4. What is a Jew? (Kertzer)
5. The Holocaust, edited by Bea Staddler. About resistance

### **SUGGESTED VIDEOGRAPHY**

1. The Chosen (Story by Chaim Potok)
2. The Frisco Kid (with Gene Wilder)
3. The Ten Commandments
4. Hester Street (location: Lower East Side NYC, early 1900's)
5. Fiddler on the Roof
6. Diary of Anne Frank
7. Partisans of Vilna
8. Joseph and the Amazing Technicolor Dreamcoat

### **RECOMMENDED TRIPS OF JEWISH INTEREST**

1. Lower East Side and Ellis Island, New York City
2. US Holocaust Museum, Washington DC
3. Sixth and I Historic Synagogue, Washington DC
4. Lloyd Street Synagogue, Baltimore MD
5. ISRAEL!!
6. Washington Jewish Bookstore, Wheaton MD
7. Eli's Hebrew Bookstore, Wheaton MD

# QUESTIONS FOR A BAR/BAT MITZVAH CANDIDATE

To Be Reviewed at monthly meetings with Rabbi David

STUDENT NAME: \_\_\_\_\_

*(English & Hebrew)*

1. What is the most important belief of Judaism? \_\_\_\_\_

\_\_\_\_\_

2. Describe your favorite Jewish holiday and how it is practiced. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. Briefly define or explain the following words:

a. Mitzvah \_\_\_\_\_

\_\_\_\_\_

b. Tzedakah \_\_\_\_\_

\_\_\_\_\_

c. Chesed \_\_\_\_\_

\_\_\_\_\_

d. Yom Tov \_\_\_\_\_

\_\_\_\_\_

e. Torah \_\_\_\_\_

\_\_\_\_\_

f. Shalom Bayit \_\_\_\_\_

\_\_\_\_\_

g. Tefila \_\_\_\_\_

\_\_\_\_\_

h. Shabbat \_\_\_\_\_

\_\_\_\_\_

i. Brit Milah \_\_\_\_\_

\_\_\_\_\_

j. Kiddush \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

k. Mazal Tov \_\_\_\_\_

\_\_\_\_\_

l. Kaddish \_\_\_\_\_

\_\_\_\_\_

m. L'Chayim \_\_\_\_\_

\_\_\_\_\_

n. Shalom \_\_\_\_\_

\_\_\_\_\_

o. Baruch \_\_\_\_\_

\_\_\_\_\_

p. Simcha \_\_\_\_\_

4. Name 10 Jewish heroes – men and women. When did they live? Why are they important? (Use the back of this sheet or a separate sheet)

5. What are some of the differences between Judaism and Christianity? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

6. How did the Jewish people come to the United States? \_\_\_\_\_

\_\_\_\_\_

7. What happened at a place called Auschwitz? \_\_\_\_\_

\_\_\_\_\_

8. Why is the State of Israel important to the Jewish people? What is the relationship between Arabs and Jews in the Middle East? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. What is your full Hebrew name? How do/did you receive your name? \_\_\_\_\_

\_\_\_\_\_

10. Why is being Jewish important to you? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_