

שופר KOL קול SHOFAR

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**BEIT BINAH/TICHON
PARENT HANDBOOK**

2016-2017

Mission Statement

The mission of our child and youth education programs is to instill in our children a sense of *kedusha*—pride, understanding, passion, and an appreciation for our unique Jewish identity, Jewish heritage, and Jewish way of life; in keeping with our congregation's guiding principles, and within the framework of our congregation as a community within the Conservative movement. The curriculum promotes Jewish values, knowledge and practice through experience and instruction in Hebrew, Torah, t'filah (including both communal synagogue skills as well as understanding and appreciation of the meaning and value of the t'filot), Jewish History, Israel, Jewish culture (including the arts and music), as well as Jewish observances, traditions, and the celebration of the Jewish holidays. The integration of Jewish values, traditions, and observances into the student's way of life can best be accomplished, with the support of our school's supplemental religious education and programming, through family involvement at Congregation Kol Shofar and at home.

Educational Goals:

Our school program follows Conservative Judaism's educational guidelines in accomplishing the following goals:

- ✧ To teach Jewish values as a way of life.
- ✧ To teach synagogue skills, including reading Hebrew and understanding t'filot, in order for the student to feel competent and comfortable in the synagogue.
- ✧ To teach our history, cultural heritage, including contemporary Israel in order to foster Jewish identity and participation in the world Jewish community.
- ✧ To help students begin to develop their personal theology and relationship with God through prayer, study and acts of loving kindness.
- ✧ To teach students that Jewish involvement and education includes Shabbat and holiday worship, experiential learning, and family involvement.
- ✧ To foster creativity in and outside of the classroom environment.

Vocabulary You Will Hear:

Beit Binah	Pre-K through 6 th Grade religious school that meets on Sunday's (Pre-K-6 th grades) and Wednesdays (3 rd -6 th grades). Means 'House of Understanding' in Hebrew.
Tichon	7 th -12 th Grade Teen program that meets on Wednesday evenings. Means "High School" in Hebrew.
Yom Kehilah	Special integrated holiday and celebration programming for the whole family. Experiential learning through food, music, and arts is offered to children and parents throughout the year. Some Yom Kehilah days are during Beit Binah/Tichon while others are in lieu of Beit Binah/Tichon (i.e. Yom Kehilah Shabbat).
Kol Shabbat	A family friendly Shabbat experience. On the first Shabbat of every month we hold family services including The Family Shabbat Experience and Junior Congregation. The Family Shabbat Experience is catered to families with children ages 0-5. Junior Congregation is for children in grades 1 through 7.
Madrichim	Teen interns that help teach, run programs, and plan activities for Beit Binah and Yom Kehilah events. Means "guides" in Hebrew.
Zman Kef	Our newly renamed elementary youth group for students 3 rd -6 th grades. Events are held monthly from September to May.

CONGREGATION KOL SHOFAR STAFF

Jonathan Emanuel	Director of Youth Education & Family Engagement	jemanuel@kolshofar.org (415) 388-1818, ext. 105
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Leslie Garber	Executive Assistant to Ritual & Education	lgarber@kolshofar.org (415) 388-1818, ext. 100
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Rabbi Susan Leider	Senior Rabbi	sleider@kolshofar.org (415) 388-1818, ext. 110
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Rabbi Chai Levy	Rabbi	clevy@kolshofar.org (415) 388-1818, ext. 119
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STUDENT STANDARDS

Attendance and Punctuality

Prompt and regular attendance is expected. We miss the students when they are absent, and your children miss valuable information and continuity of the program. Therefore if your child is absent on three consecutive sessions, you will receive a phone call or e-mail. If your child has excessive absences, you will be advised to hire a tutor in order for your child to catch up with the class (Beit Binah only). If you know your child will miss a session or foresee an extended period of absence for your child, please contact the teacher or the Education Office, in advance at (415) 388-1818 ext. 105.

Conduct

Students are expected to show respect for synagogue and school property, their teachers, and for each other. Behavior that interferes with the learning process will not be tolerated. Any student who is asked to leave class will meet with the Director of Education before returning to class, and if a student is asked to leave a second time, parents will be called for a conference. Should disruptive behavior continue after the parent conference, parents will be requested to remain in class with their student(s).

- If the student does not show a marked improvement in behavior, the Director of Education reserves the authority to expel the student.

Supervision of Students

Students are expected to remain with their classes at all times, and are not permitted to be out of the classroom without permission of the teacher. **Under no circumstances are students allowed to leave the synagogue or school grounds during school hours without prior notification given to the Education Office by parents or guardians.**

Pick-Up and Drop-Off Rules

- **Drop-Off:**
 - Sundays—We encourage parents to park their cars and join us on Sunday mornings for Bagel Nosh at 8:30 a.m. followed by t'filah. If you cannot make it to either, please be sure to follow the traffic pattern in the circle while dropping off your child(ren).
 - Wednesdays—Please follow the traffic pattern in the circle on Wednesday evenings during drop-off. If you would prefer to escort your child(ren) into the building, please park your car in the parking lot and walk them in.

- **Pick-Up:**
 - In an effort to keep traffic flowing during pick-up, the whole school will be dismissed at the same time from a central location. This helps keep traffic moving and limits the people parking in the circle.
 - Please remember that students are not allowed to walk into the traffic line to get into your car, even if you are one car away from the curb! Our goal is to keep our students safe and keep the cars moving. As with drop-off, if you would like to park your car during pick-up please do so in the parking lot and then escort your child(ren) from the curb.

There will always be staff members outside on the curb during arrival and dismissal. If you have any concerns, please park your car and walk to the curb to speak to them.

OUR #1 GOAL IS TO KEEP OUR KIDS SAFE!

HEALTH AND SAFETY

Emergency Information

Accurate emergency information on each student is essential. It is the parent's responsibility to complete the Emergency Contact information on the Beit Binah registration forms and notify the office of any changes in phone numbers or other emergency information that occur during the school year.

Fire and Earthquake Safety

Faculty and students will regularly review procedures for earthquakes and fire evacuation. In the event of an earthquake or other emergency situation, we will remain on site until all students have been picked up. All families are requested to make alternative emergency arrangements with neighbors or other synagogue families. Should an emergency situation occur during classes, parents and other adults in the building should evacuate the building quickly through the closest exit. Do not look for your child or friend's children in the building as this may dangerously interfere with the school's evacuation plan. Teachers will escort classes outside the building. Once all students are safely out of the building and accounted for, teachers will release them to their parents.

STUDENT AND PARENT EXPECTATIONS

Tichon

It is very important to us that our students are actively engaged in Tichon. We invite parents to be actively engaged as well. We will have a few opportunities for family/parallel learning which we encourage parents to participate in. Communication is another key component of parent involvement. We are trying various communication methods and we encourage parents to communicate with us. This way we ensure that we provide the best program for our teens. You can read more about our communication methods below, in the school communication section!

We encourage our students to invest themselves in our program. Signing up for Tichon is the first step, we expect our students to be present when they are here! This is a customized program for our teens, so we hope that they will offer some input into our programming.

Yamei Kehilah

We know that Jewish connections are central in the formation of a strong Jewish identity, and we aim to make multiple access points for our families to connect to one another. Along with regular Beit Binah and Tichon on Sundays and Wednesdays, our exciting Yamei Kehilah program provides special integrated holiday programming and celebrations for the whole family with music, food, arts, and experiential learning offered for youth and their parents throughout the school year. The Yamei Kehilah community programs are open to all families in our community and we strongly encourage your attendance and enjoyment.

Cool Shul Program

Congregation Kol Shofar has implemented a new approach to building Shabbat culture and community through our “Cool Shul” program. With the help of our Congregational Youth Education Committee, the Kol Shofar clergy and the Youth Education team, we hope thisd program will bring more families and children to Shabbat services.

The goal of the program is that each child at Kol Shofar participates in **a minimum of 10 Shabbat services** a year.

The process:

- Students will attend Kabbalat Shabbat services (Friday night) or Shabbat (Saturday) mornings.
- The Kol Shofar Youth Education staff will keep track of each student’s Shabbat service attendance and will communicate with the families throughout the year on progress.
- Students will be recognized for their attendance at Beit Binah through announcements, emails and postings around the synagogue.
- Each student will have a card with their name and grade on it available in a central location at Kol Shofar when they arrive. They will place a sticker for each service attended, which will be given by an adult on that day.

- Each service attended is worth one “cool shul” point. If the student leads a prayer or portion of the service (i.e. reads ashrei in the sanctuary or at youth services), it is worth 2 points.
- To sign up to lead a prayer, the student must contact the Education Office by Thursday at 4 p.m., so we can plan accordingly.
- Once the 10-service minimum has been completed, students are eligible for “extra credit” points, where they will be awarded prizes, participate in raffle drawings and receive special recognition during Beit Binah, Tichon and Shabbat Services.
- At the end of the year, we will be giving out certificates and special awards for participation and leadership in Shabbat services.
- Bar/Bat Mitzvah services, as well as special youth Shabbat programs such as Junior Congregation (the first Shabbat of the month) and Yom Kehilah Shabbat (Saturday Beit Binah, held in lieu of Sunday), are eligible for “cool shul” points. Please see the calendar for dates and times of these programs.
- This program is open to all students at Kol Shofar, grades Pre-K through 12th, regardless of enrolment in our education programs (Beit Binah or Tichon), and is available for Brandeis Hillel students as well.

Please take advantage of this program and bring your whole family to Shabbat services. We have an amazing community here at Congregation Kol Shofar on Shabbat, and would love for you to experience it with us!

Tzedakah

Students in every grade are encouraged to bring money or items for classroom tzedakah and Tikkun Olam projects. Each class will choose its tzedakah project(s) for the year.

Kippot

As a conservative synagogue, we request that all boys wear kippot (yarmulkes) to class. We encourage girls and women to wear them. Girls must wear kippot when they are called up to the Torah, and they have the option of wearing them the rest of the time as well.

Kashrut

Kol Shofar is a kosher facility. When thinking about bringing food into the building, such as food to be shared with your child’s class, it must meet the standards of our Kashrut policy. Please refer to the Kol Shofar website, www.kolshofar.org, for details.

Guests

Bringing a guest to class is a special privilege and students who wish to do so should let the Education Office know ahead of time. Emergency contact information will need to be provided for the guest upon arrival.

DAILY SCHEDULES

Beit Binah Daily Schedule:

SUNDAY		WEDNESDAY	
Time	Activity	Time	Activity
8:30 to 9:00 a.m.	Bagel Nosh	4:00 to 4:10 p.m.	Trivia/Announcements
9:00 to 9:30 a.m.	T'filah	4:10 to 4:50 p.m.	1 st Period
9:30 to 10:25 a.m.	1 st Period	4:50 to 5:05 p.m.	Break/Snack
10:25 to 10:45 a.m.	Break/Snack	5:05 to 5:45 p.m.	2 nd Period
10:45 to 11:50 a.m.	2 nd Period	5:45 p.m.	Dismissal
11:50 a.m. to noon	Closing Circle/Dismissal		

Tichon Daily Agenda:

Time	Activity
6:30 to 7:00 p.m.	Dinner
7:00 to 7:40 p.m.	Core classes by grade
7:40 to 7:55 p.m.	Break and Dessert
7:55 to 8:35 p.m.	Electives
8:35 to 8:45 p.m.	Closing Activity

SCHOOL COMMUNICATION

Communication is an important part of our school and community. Regular contact between families and Beit Binah/Tichon staff is a key factor in our education program. In an effort to strength communication between parents and staff for the 2016-2017 school year, we will be providing a number of ways to keep in touch, so that you know what is going on in our classrooms and programs.

1. Weekly E-mails—Weekly e-mails will be sent to parents about upcoming events and important reminders and reports from teachers. Please be sure to read our e-mails or you may miss important information about Beit Binah or Tichon.
2. Kol Shofar Website—Our Congregation Kol Shofar website, www.kolshofar.org, is constantly being updated with program information and has our yearly calendar posted to it.
3. Facebook—Another great way to stay in touch is to follow our congregation Facebook. We post up-to-date activities, and it's a great way to stay in contact with other parents, too! You can search for us via 'Congregation Kol Shofar' or go to:
<https://www.facebook.com/congregationkolshofar/>

Jonathan Emanuel and Rabbi Leider are pleased to talk or meet with you at your convenience to discuss any aspect of your child's Jewish education. Please contact Leslie Garber to set up an appointment at lgarber@kolshofar.org or call (415) 388-1818, ext. 100.