Rabbi Jacob S. Friedman Religious School

At B'nai Sholom Education Center



AND POLICY HANDBOOK

2014-2015 5775



Congregation Torat El Jersey Shore Jewish Center 301 Monmouth Road Oakhurst, N.J. 07755

> Tel (732) 531-4410 Fax (732) 531-3653

www.Torat-El.org

e-mail: rabbimetz@torat-el.org



V'SHINANTAM LIVANECHAH – YOU SHALL TEACH YOUR CHILDREN

Providing a meaningful and positive Jewish education to the children of Congregation Torat El is a team effort, requiring the collaboration of many individuals. It begins with the Rabbis, Ritual Director, teachers, and of course, the parents and students. The Religious School teachers devote many hours to ensure that our students receive the best possible Religious School education. In addition, each year, many student aides assist the teachers. It is with great pride that we introduce to you the individuals that will be responsible for bringing another exciting program to the Religious School in the 2014/2015 Religious School year.

Assistant Rabbi/Education Director

Rabbi Sara Metz

Education Committee

Sherrie Robinson (Chair), Dawn Barofsky, Pam Gutman, Tammi Horowitz, Al Levitt, Alan Morris, Linda Pickelny, Kim Sherman & Cynthia Walsh

Executive Committee Liaison to the Religious School Lisa Arnold

Office Support

Pam Cardullo, Joanne Bass, & Lisa Arnold

Family Education

Rabbi Schonbrun & Rabbi Metz

Music Teacher

Ganon (Pre-K) and Gan Yeladim (Kindergarten)

Barbara Berkowitz

Kitah Alef (1st Grade) Peggy Gaber-Casey

Kitah Bet (2nd Grade) Rachel Weitzenkorn

Kitah Gimel (3rd Grade) Sue Klein

Kitah Dalet (4th Grade) Nitza Solon

Kitah Heh (5th Grade) Sarah Bercovicz

Kitah Vav (6th Grade) Chani Englard

Kitah Zayin (7th Grade) Stevie Shutman

High School Teachers

Rabbi Schonbrun, Rabbi Metz, & Ronnie Walerzak, Phyllis Jacobs

Yasher Koach to all those who help contribute to our children's Jewish education!!!

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I. Mission



The Rabbi Jacob S. Friedman Religious School offers educational programs aimed at providing Jewish learners with a strong foundation for Jewish living, study, and growth. Emphasis is placed on developing and



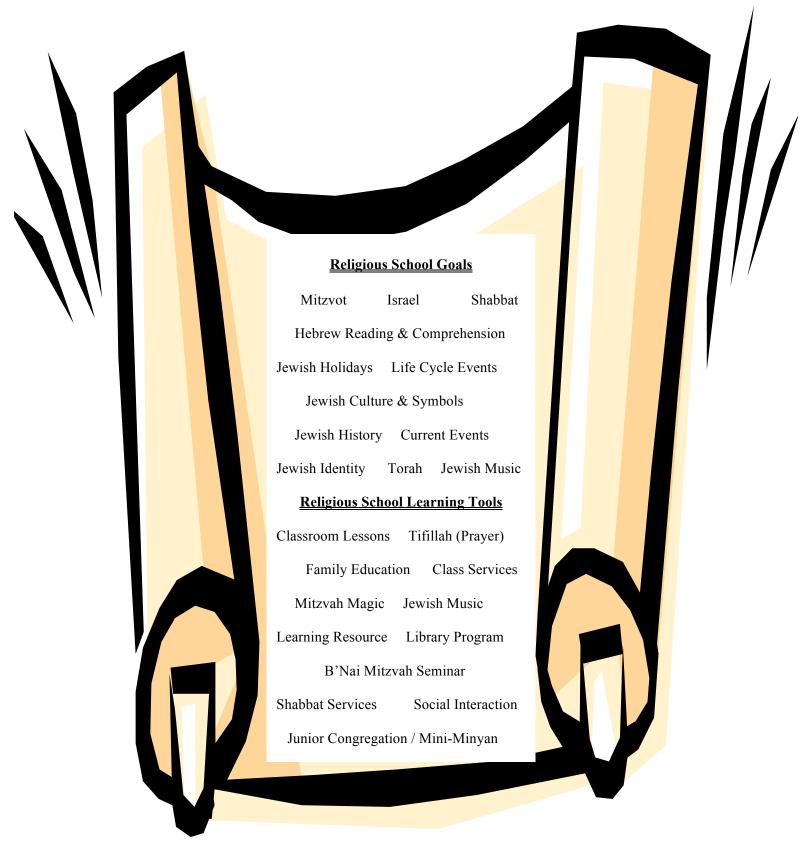
reinforcing reading and comprehension skills, love and understanding of the Torah and T'fillah (prayer), and experiencing various aspects of Jewish life, history, and ethics.

II. Goals of the Religious School

- To educate our students in the spirit of Jewish tradition and the practice of Judaism.
 - To impart knowledge and awareness of the Torah and its significance as the foundation of the religious and ethical traditions of Judaism.
- To instill the belief in one God through T'fillah (prayer), the celebration of Shabbat, the festivals, and the Jewish life cycle.
 - To impart knowledge of the land of Israel and the Hebrew language, and an appreciation for the significance of both in creating a bond among the Jewish people.
 - To develop within each child a sense of responsibility to the Jewish community through the performance of Mitzvot.
 - To enhance and foster strong Jewish identity and commitment to Synagogue and Jewish communal life.



II. Goals of the Religious School (continued)



III. Religious School Structure

Ganon Pre-School (3-4 year olds) Once a Month Gan Yeladim Kindergarten Every Sunday morning 1st Grade Kitah Aleph Every Sunday morning 2nd Grade Kitah Bet Every Sunday morning 3rd Grade Every Sunday morning and Kitah Gimel Every Wednesday afternoon 4th Grade Every Sunday morning and Kitah Dalet Every Wednesday afternoon 5th Grade Kitah Hey Every Sunday morning and Every Wednesday afternoon 6th Grade Kitah Vav Every Sunday morning and Every Wednesday afternoon 7th Grade Kitah Zayin Every Wednesday afternoon plus a monthly Mitzvah Event Hebrew High High School Every Wednesday afternoon 8th-12th Grades

IV. Who's who at the Rabbi Jacob S. Friedman Religious School?

Assistant Rabbi/Education Director	Rabbi Sara Metz
Education Committee Chairperson	Sherrie Robinson

Office Support:

Pam Cardullo Joanne Bass Lisa Arnold

Teachers:

Family Education	Rabbi Schonbrun & Rabbi Metz	
Ganon (Pre-K) and Gan Yeladim (Kindergarten)Barbara Berkowitz		
Kitah Alef (1 st Grade)	Peggy Gaber-Casey	
Kitah Bet (2 nd Grade)	Rachel Weitzenkorn	
Kitah Gimel (3 rd Grade)	Sue Klein	
Kitah Dalet (4 th Grade)	Nitza Solon	
Kitah Heh (5 th Grade)	Sarah Bercovicz	
Kitah Vav (6 th Grade)	Chani Englard	
Kitah Zayin (7 th Grade)	Stevie Shutman	
High School Teachers		

Rabbi Metz

Rabbi Schonbrun



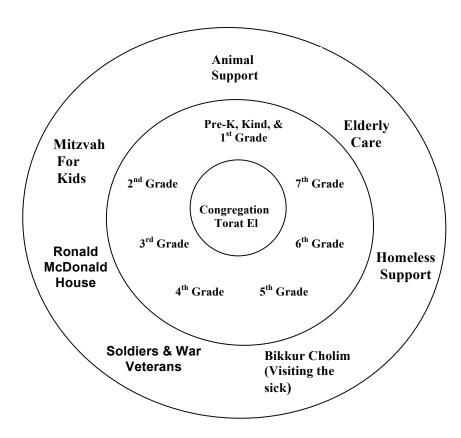
Ronnie Walerzak

Phyllis Jacobs

V.Mitzvah Magic



Mitzvah Magic brings to life the Jewish values that are discussed in the classroom. Each grade selects a Mitzvah theme. The students develop ways to perform Mitzvot within their theme:



- The students will donate Tzedakah money that they collect throughout the year to a cause related to their theme. Theme-related items will be collected and donated (e.g., blankets will be collected and donated to animal shelters for the "Animal Support" theme and items such as books and puzzles will be collected and donated to the Ronald McDonald House, which supports hospitalized children and their families).
- Theme-related class projects will be organized (e.g. collecting stamps for creative use by the Jewish War Veterans for the "Soldiers and War Veterans").
- Each year the students will develop new and creative ways to perform Mitzvot within the confines of their selected theme. This theme concept is in addition to various school-wide Mitzvah projects such as the Food Bin located in the Temple lobby.



VI. Curriculum

Ganon Pre-School (Monthly)

Gan Yeladim Kindergarten

Ganon and Kindergarten students will be introduced to customs, ceremonies, symbols and food of Shabbat and the Jewish holidays. They will discover how our ancestors lived long ago. They will learn about God from Moses and about being a good person from Noah. They will learn about kindness from Rebecca, bravery from Esther, and forgiveness from Joseph. Your child will also be involved in playful activities which will introduce them to the Mitzvot that every Jewish child is expected to fulfill, including honoring your parents, telling the truth, and returning lost property. Specific arts and crafts projects will be centered on all of the Jewish Holidays and Jewish music.





Kitah Aleph 1st Grade

The children in Kitah Aleph will learn the names and sounds of the 22 letters of the alef bet, utilizing Let's Discover the Alef Bet. They will also be exposed to the classic Bible stories with the Teach Me Torah series, and to the concept of Mitzvot with the Let's Discover Mitzvot series of magazines. The Jewish holidays will be colorfully and playfully presented to the children with the Let's Discover the Holidays series of magazines. They will develop an appreciation for the Shabbat with Let's Discover Shabbat. Jewish music with Cantor Siegel and a structured library program with our librarian, Anne Siegel, are very important aspects of your child's Religious School curriculum.

Books/Programs:
Let's Discover the Alef Bet
Let's Discover Mitzvot
Let's Discover the Holidays
Let's Discover Shabbat
Look At Me Jewish Sticker Program







Kitah Bet 2nd Grade

This class will become more familiar with the Hebrew Alphabet's letters and vowels. They will practice single-syllable letter-vowel combinations and systematically practice letter-to-sound and vowel-to-sound relationships. The 2nd graders will continue their study of the Jewish calendar as the story of each holiday will be presented alongside the rituals, symbols, traditions, and legends that have grown around it. Students will also learn the blessings and key vocabulary for each holiday. Your child will become familiar with the Synagogue through the Let's Discover the Synagogue program which captures the warmth of synagogue life and invites active participation by the children. Your child will take a virtual tour of Jerusalem through classroom activities. They will discuss many popular Bible stories using Torah and You. Jewish music with Cantor Siegel and a structured library program with our librarian, Anne Siegel, are very important aspects of your child's Religious School curriculum.

Books/Programs:

Shalom Alef Bet
Let's Discover the Synagogue
My Jewish Year
Our Jerusalem



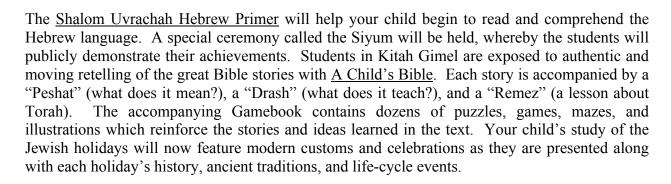






Kitah Gimel

3rd Grade

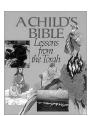


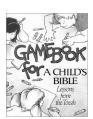
Books/Programs:

Shalom Uvrachah
Shalom Uvrachah Funbook
A Child's Bible
Gamebook for A Child's Bible
The Book of Jewish Holidays









Kitah Dalet 4th Grade

Students will learn to read fluently from the Siddur, understand the themes of the prayers, translate key words, and actively participate in the prayer service with the "<u>Hineni</u>" program. Their reading and comprehension skills will be further enhanced with <u>Shalom Ivrit – Welcome to Modern Hebrew</u>. Utilizing <u>Welcome to Israel</u>, students will be introduced to Israel's history, geography, political, commercial, and cultural life. Israel's struggle to coexist peacefully with its neighbors is presented in a thoughtful and age-appropriate way. Finally, the students will review the history, purpose and rituals of the Jewish holidays with <u>Understanding the Jewish Holidays and Customs</u>.

Books/Programs:

Hineni Program Book 1
Shalom Ivrit
Welcome to Israel







Understanding the Jewish Holidays and Customs



Kitah Hey

5th Grade

The 5th graders will utilize Book II of the <u>Hineni</u> Program. They will build on the skills they developed using Book I and continue on the path to siddur Hebrew mastery. Students will participate in discussions concerning the ritual observance of Shabbat, the festivals, feasts, and fasts of the Jewish calendar, as well as the major events of a Jewish life. Utilizing <u>A Kid's Mensch Handbook</u>, students will bring Jewish values to life with an engaging blend of mitzvot and timeless Jewish wisdom.

Books/Programs:

<u>Hineni Program Book 2</u> <u>A Kid's Mensch Handbook</u>





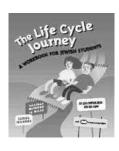
Kitah Vay 6th Grade

The 6th graders will utilize Book 3 of the <u>Hineni</u> Program, continuing to promote Siddur fluency, while grammar exercises improve vocabulary comprehension with a strong emphasis on roots, suffixes, and prefixes. Students will strengthen their knowledge about the history and rituals associated with the Jewish holidays. Students will learn about the practice of putting on Tifillin. Finally, students will take a hands-on look at the Jewish calendar and life cycle, learning about Jewish customs and traditions connected to various life-cycle events such as weddings, divorces, funerals, and baby-namings.

Books/Programs:

<u>Hineni Program Book 3</u> Life Cycle Journey





Kitah Zayin 7th Grade

Students in the 7th Grade will sharpen their Hebrew reading skills, and will be prepared to lead the Congregation in selected prayers on Friday night and Shabbat morning. Your child will confront a series of moral dilemmas and Jewish values. The 7th Grade students will examine the State of Israel, both from a historical perspective as well as from the perspective of Israel's modern day characteristics and challenges. Students will take a close look at the events and people that shaped the Holocaust, and will examine the Holocaust from the viewpoint of Holocaust survivors. Students will address many aspects of their upcoming 'Bar/Bat Mitzvah.' All of the Jewish holidays will be discussed at a 7th Grade level. Finally, students will select and implement Mitzvah projects – individually as well as in a group setting.



Rabbi Jacob S. Friedman School of Jewish Studies 2014-2015 High School Curriculum (Wednesday Nights)

6:15 P.M. to 6:45 P.M Dinner and Discussion with the Rabbis.

6:45-7:30 1st Period

7:30-7:45 Break/Hafsaka

7:30 P.M. to 8:15 P.M. 2nd Period

1st and 2nd period to allow for learning and baking time

Eat Your Torah! Instructor: Rabbi Metz

1st Period:

Israel: More Than Just Falafel Instructor: Rabbi Schonbrun

Period 2:

Shalooom Yoga Instructor: Phyllis Jacobs

I Made That: Jewish Art

Instructor: Ronnie Walerzak

VII. Supporting Programs

Mitzvah Magic. Mitzvah Magic brings to life the Jewish values that are discussed in the classroom. Each grade selects a Mitzvah theme. The students develop ways for the entire Religious School to perform Mitzvot within their themes through Tzedakah, in-house projects, and field trips.

Music Enrichment. Jewish music is a very important element of Jewish education. The children in Ganon through 6th grade will learn about the musical perspective of Jewish life, history and culture.



Learning Resource Program. Some students need extra assistance; others benefit from additional challenges. Professional Religious School educators run a structured program designed to provide assistance so that a multitude of needs can be met within the Religious School environment.

Family Education Program. Judaism is not something that is merely taught in the classroom. It needs to be reinforced at home, as well. The Religious School is encouraging this process by implementing a Family Education Program. On selected Sunday mornings, Jewish values and traditions will be taught in a setting that will include students and parents learning together. This process will provide parents with a better understanding of what the children are being taught at the Religious School, and will promote valuable discussions at home about Jewish living and Jewish culture.

Library Program. The Religious School students utilize the many resources offered by the Kurt Gruenwald Memorial Library. Under the guidance of librarian Anne Siegel, a structured program is established for Ganon through sixth grades. In addition, the students in 7th grade through 12th grade have an opportunity to utilize the library for various research projects.

Bar/Bat Mitzvah Program. The Religious School program is supplemented by Bar/Bat Mitzvah training. Cantor Siegel provides individualized instruction so that each student becomes thoroughly familiar with all of the prayers and melodies necessary to lead the Congregation on the day of the Bar/Bat Mitzvah - and beyond.

Computer-Aided Learning. Classroom instruction is supplemented by computer programs aimed at enhancing the learning process. Various software programs in Hebrew reading, grammar, prayer, Jewish History, and many other appropriate topics are available for use by the students. Computer-aided Learning is made possible by the Susan Samuel Computer Educational Memorial Fund.

VIII. ELIGIBILITY PROCEDURES FOR PROMOTION, BAR/BAT MITZVAH, AND GRADUATION

Each student is required to complete four years of Religious School in order to be eligible to graduate, and in order to be eligible for a Bar or Bat Mitzvah on a Shabbat morning. It is expected that the student will satisfactorily complete each year's work before being promoted to the following grade. It is also required that all students remain enrolled in Religious School and maintain the required attendance rate at least until their 7th Grade Graduation.

Beginning one year prior to a student's Bar/Bat Mitzvah, he/she is required to attend at least three Shabbat services per month, two of which must be on Shabbat morning, and one of which may be on Friday night. Attendance will be taken.

If a student's work is judged by the teacher to be academically unacceptable, promotion may not occur. In such cases, the following procedures will be followed:

- 1. By the last week in November, the child's parent(s) will be notified that the child's work does not meet school standards.
- 2. At this time, detailed guidance will be provided regarding areas for improvement.
- 3. If the student's work does not improve by the end of January, a meeting will be held with the child, parent, teacher, and Education Director. During this meeting, the child's performance will be evaluated. Further alternatives for improvement will be examined.
- 4. If the student's work still does not improve by mid-March, the parent(s) will again be notified. At this time, the family will be informed that unless significant progress occurs, the possibility exists that the student will be required to either repeat the year's work, or receive private tutoring during the summer. If tutoring is required, the parent will engage a tutor approved by the Education Director, and the student will be evaluated at the conclusion of the summer to determine class placement. Tutoring fees will be assumed by the parent(s).
- **5.** Any student who compiles an unsatisfactory academic record will be evaluated by April 30. Parents will be contacted about the evaluation by mid-May.

In order for a 7^{th} grade student to be invited to participate in the 7^{th} grade graduation, he/she must have been officially registered to attend 7^{th} grade, and should maintain a satisfactory attendance record in the 7^{th} grade.

In order for a High School student to be invited to participate in the High School graduation, he/she must have been officially registered to attend 12th grade, and should maintain a satisfactory attendance record in the 12th grade.

IX. Special Funds in Support of the Religious School

Wiser Religious School Endowment Fund
Supports Religious School Programs and Staff Development for Teachers

Russell Gerechoff Memorial Fund
Camp award for Hebrew School graduate(s)

Harold A. Goldberg Memorial Learning Disabilities Foundation Fund Maintains the Learning Disabilities program in our Religious School

Kurt Gruenwald Memorial Scholarship Fund
Presents an award to deserving Hebrew High School graduates

J. Henry Marton Memorial Scholarship Fund
Attendance award(s) presented to students of the School of Judaica (Hebrew High School)

Martin Roman Memorial Scholarship Fund Presented to USY and Kadima graduates

Susan Samuel Computer Educational Memorial Fund For computer education in the Religious School

Celia and Israel Schlisserman Memorial Scholarship Fund
Presents an award to a deserving Hebrew School graduate to attend Camp USY

Douglas Silver Memorial Scholarship Fund Given anonymously to a family in need of Religious School

Kurt Gruenwald Memorial Library Fund Sisterhood - Purchases books for our library

Henry Glickman Memorial Scholarship Fund

Men's Club - Scholarship award for attendance at Encampments

Rabbi Jacob S. Friedman Scholarship Fund

X. Attendance Policy

Class Attendance

- 1. Continuity is a primary key to success in education. Attendance in the Religious School is mandatory. If any student misses more than 20% of classes, he/she may be required to complete a school project that is reflective of what was accomplished in the classroom during the time of his/her absence. In the event of extenuating circumstances, please contact the Principal.
- 2. If you wish to pick up your child early, please contact the Religious School Principal in advance. A child may not be permitted to leave the school early unless permission is requested by the parent.

Service Attendance

Participation by the student in Shabbat services is a requirement that is essential to help your child become familiar with the format and the prayers of the Shabbat service. Therefore, the Education Committee has put specific requirements in place, as follows: 3rd graders are required to attend three times, 4th graders are required to attend four times, 5th graders are required to attend five times, and 6th graders are required to attend six times.

Service requirements for students within one year of their Bar/Bat Mitzvah are 3 per month.

Note: Attendance will be taken following services. An index card file with the names of the students will be located at the entrance to the Sanctuary. It will be the responsibility of each child to move his/her index card to the front of the card file to receive credit. You may also inform the Principal of your child's attendance at services by emailing him at benlaskowitz@torat-el.org during the week following your child's attendance.

XI. Policies for Enrollment and Registration

- 1. Registration begins in the middle of April.
- 2. In order to attend Kitah Gimel (3rd Grade) through Kitah Zayin (7th Grade), membership at Congregation Torat El is mandatory (except under certain extenuating circumstances). Non-members are eligible to enroll their children for Ganon, Gan, Alef, and Bet (preschool through 2nd Grade), as well as Hebrew High (Grades 8-12).
- 3. All financial obligations to Congregation Torat El and the Religious School must be upto-date in order to register your child.
- 5. All tuition and book fees must be paid at the time of registration.

XII. Discipline Procedures

The goal of our Religious School is to allow each student to learn to the best of his or her ability. In order to achieve this, we will maintain an atmosphere conducive to learning. In the event that a student does not demonstrate appropriate behavior in the classroom, fair consideration will be given to the individual child as well as those in his/her class. To ensure a fair disciplinary system, the following steps will be implemented:

- 1. When undesirable conduct occurs within the classroom, the teacher will have initial responsibility to resolve the problem.
- 2. If the problem continues, the student will be sent to the Principal to discuss and resolve the problem.
- 3. If the problem continues, the parent will be contacted by the Principal to discuss possible causes and remedies.
- 4. If the problem continues, the parent, teacher, and Principal will meet to discuss causes and remedies in order for the child to be allowed back into the classroom.
- 5. If the problem continues, the child will be assigned applicable work to do outside the classroom. The work will be submitted to the teacher. Further conferences will be arranged before the student is permitted back into the classroom.

XIII. Student Drop-off and Pick-up Procedures

Drop-Off Procedures

- 1. Students in Ganon/Kindergarten, 1st, and 2nd Grades should be brought into the classrooms.
- 2. For all other students, cars should form one lane and drop off children in front of the Religious School entrance.
- 3. Although we do our best to keep children from running in the parking lot, always remain aware of children (and parents) in the parking lot at all times.

Pick-Up Procedures

- 1. Cars should form one lane and pick up children in front of the synagogue entrance.
- 2. All students are asked to let their teacher know when they are leaving with a parent. Students should not go to their cars without telling their teacher.

This policy is designed for everyone's safety.

- When picking up children, please do not allow them to run around the parking lot while you are waiting for other children or talking to other parents.
- Please do not give your child permission to go to your car without you.
- Please do not leave your car unattended in the dropoff/pickup line in front of the Religious School entrance.

THANK YOU!

XIV. General Rules and Policies

In order to run an efficient and safe educational program, we have formulated a set of guidelines for our students. It is vital that our students understand and meet these expectations so that we may continue to provide a sound learning experience for each student.

- 1. All food brought into the school must be packaged, and of course, Kosher.
- 2. Gum chewing is prohibited.
- 3. In the event that your child is taking medication, please try to arrange for this medication to be taken at home, prior to or after school hours. If it is absolutely necessary for the child to take medication during school hours, a note must accompany the child explaining the type, purpose, and possible side effects of the medication. No medicine, including aspirin, will be dispensed to any child at the school.
- 4. All parents, guests, or visitors must report to the School Office before going to any classroom. If a student wishes to bring a guest to class, the Teacher and Principal must be notified, and must provide approval, in advance.
- 5. All students are required to come to school dressed in a manner appropriate for Jewish education and attendance in the Synagogue. All students must wear shoes or sneakers. Boys must wear Kipot at all times while in the Synagogue building.
- 6. All students are to come prepared with all necessary materials. Students will be held responsible to pay for lost text books.
- 7. In the event of inclement weather, please check the Religious School web site or log on to www.cancellations.com.
- 8. If destruction of Synagogue property takes place, the parent will be notified and will be required to make restitution.
- 9. Illegal drugs, alcohol, or weapons of any kind are forbidden on Synagogue property. If a child is found in possession of such items, the proper authorities will be notified.
- 10. In the event of a divorce or separation, we ask that you notify the school. Unless otherwise requested, all mailings and school contact will be with the parent who is currently living with the child.

XV. 2014-2015 Family Education, B'nai Mitzvah Seminar, and Class Service Schedule

Family Education Workshops (Times to be determined)

Ganon/Kindergarten and 1st Grade Jan. 11, 2015

2nd and 3rd Grade Jan 25, 2015

4th Grade and 5th Grade Mar. 8, 2015

B'Nai Mitzvah Seminar (Sundays, Times to be determined)

7th Grade

Nov. 23, 2014

6th Grade

Feb. 8, 2015

Class Services (Friday nights, 6:30 P.M.)



Jan 30, 2015 6th Grade Service

Mar 20, 2015 5th Grade Service

May 8, 2015 4th Grade Service &

3rd Grade Siyyum

XVI. 2014-2015 Music, Tifillah (Prayer), and Library Schedule

Music Schedule

Ganon & Kindergarten

Sunday

10:00-10:30

1st Grade

2nd Grade

3rd Grade



4th Grade

Sunday

10:30-11:00

5th Grade

6th Grade

Tifillah (Prayer) Schedule

2nd, 3rd, 4th, 5th, & 6th Grades

Sunday

11:00 – 11:30 A.M.

3rd, 4th, 5th, 6th, & 7th Grades

Wednesday

5:45 – 6:15 P.M.

