

# My Bar/Bat Mitzvah at Temple Isaiah

Version 2.0



**Inspiration:**

May it be Your will, our God and God of our ancestors, that You lead us in peace and help us reach our destination safely, joyfully and peacefully. May You protect us on our leaving and on our return, and rescue us from any harm, and may You bless the work of our hands, and may our deeds merit honor for You. – Tefillat Haderech

## Table of Contents

Letter to Parents	3
Our Vision and Our Mission	4
Bar/Bat Mitzvah Welcome Meeting	5
Important Dates	6
Choosing My Torah Portion	7
Haftarah	10
My Hebrew Name	11
Cantor Kent's 13 Essential Steps	13
Dive into Judaism!	14
Choosing My Mitzvah Project	16
Spiritual Autobiography Questionnaire	21
Parents' Blessing	24
Bar/Bat Mitzvah Honors	29
Glossary	31
Bar/Bat Mitzvah Timeline	32
Additional Information	33
Approved Caterers List	36
Additional Resources	37
Caterer Agreement	39
Policies Regarding Photographers & Videographers	41
Policies Regarding Musicians & DJs	43
Greeters' Guidelines	45
Summary of Fees	46
Ceremony for Putting On the Tallit	47
Aliyah Blessing	49

Shalom!

From the moment your child was born, you began embarking on an incredible life-long journey together. In many ways, this journey was begun many centuries ago and will continue far into the future, as it is written in Talmud, “Whoever teaches their child teaches not only their child, but also their child’s child, and so on to the end of generations.” For bringing your child thus far into a life of Torah and faithfulness, we celebrate you.

It is important to take the time to read through this handbook and then to keep it for reference throughout the Bar/Bat Mitzvah process. It will help answer many of the questions that may arise. There is a debate as to whether “God is in the details” or “The devil is in the details.” Some families become so entangled in the details of planning an elaborate party that the sanctity of the occasion gets lost. Ask people you know what they remember most about their Bar/Bat Mitzvah. Ask children who had them recently, and ask adults. You will likely find that what they remember most is not the food, the DJ, or the “theme.” What they remember is love, how proud they feel and personal touches. Homemade *kippot*, a new or old *tallit* passed down with blessings, or crafting meaningful centerpieces, the Rabbi’s blessing, a grandparent’s hug—these things shine far more brilliantly than anything that can be store-bought or outsourced.

Again, a hearty *mazal tov* for all you have done to raise your child into a life of love, pursuit of wisdom, and good deeds.

Abundant blessings

A handwritten signature in cursive script that reads "Rabbi Zoë Klein".

Rabbi Zoë Klein

# Temple Isaiah Bar/Bat Mitzvah

## **Our Vision:**

A program in which students are inspired and excited about their heritage and their future. A well-nourished community of youth where children feel empowered to think independently and creatively. It is a community where parents are full partners in the nourishment of their children's souls and their own. It is a journey during which our children encounter mystery and are familiar with awe. Our students complete their Bar/Bat Mitzvah with a great sense of being part of something transcendent, much bigger than themselves. They have deep sense of purpose and meaningful connections. They believe in themselves and others. They are motivated to make a difference, to pursue peace and justice, and have the tools to succeed.

## **Our Mission:**

- Empower our Bar/Bat Mitzvah families to embrace their Judaism with joy and newfound maturity.
- Enable deeper relationships between family members, between families and their community, between individuals and God.
- Educate our students in engaging and compelling study of Torah through teacher training and technology.
- Infuse the Bar/Bat Mitzvah process with spirituality.
- Facilitate families connecting social justice projects with their Bar/Bat Mitzvah.
- Help our Bar/Bat Mitzvah families feel connected to and cared for by our community and staff throughout the entire process of preparing for this sacred Jewish milestone, including follow-up post-ceremony.

## Bar/Bat Mitzvah Welcome Meeting

### OPENING RITUAL:

We meet today, 6 months before the day of your Bar/Bat Mitzvah, excited and nervous for what lies ahead.

*Verses of Torah will be heard repeated again and again – melodies of trope singing in all of our ears.*

Words of Torah will be spoken. Questions about the text: What does it mean? Why was it written this way? How are we supposed to relate to it?

*A life of Torah will emerge. A life filled with more learning, more Hebrew, and more time focused on Shabbat services. Perhaps more so than at any other time in our lives.*

Guide our steps, Adonai, as we walk together down this path towards transformation. *Help us to support one another with love, compassion, a good sense of humor, and the knowledge that we do not embark on this journey alone.*

For the next 6 months, grant us patience and balance as we encounter new challenges and unexpected obstacles.

*Let us not lose sight of our goal: to celebrate a holy moment of transition and transformation amidst friends, family and community on our most sacred day, Shabbat.*

And let us all say: Amen.

### TEXT STUDY:

[Torah] is like a girl, beautiful and gracious, and much loved, and she is kept closely confined in her palace. She has a special person she loves, unrecognized by any one and concealed. This person, because of the love that he feels for her, passes by the door of her house and looks on every side, and she knows that her love is constantly walking to and fro by the door of her house. What does she do? She opens a tiny door in the secret palace where she lives and shows her face to her love. Then she withdraws at once and is gone. None of those in her love's vicinity sees or understand, but her love alone knows, and his heart and soul and inner being yearn for her, and he knows that it is because of the love that she bears him that she showed herself to him for a moment, in order to awaken love in him.

So it is with the Torah. She reveals herself only to the one she loves. The Torah knows that the wise man walks to and fro every day by the door of her house. What does she do? She shows her face to him from the palace and signals to him, and she withdraws at once to her place and hides herself. None of those who are there knows or understands, but he alone knows, and his heart and soul and inner being yearn for her. And so the Torah is revealed, and then is hidden, and treats the one who loves her lovingly, in order to awaken love in him.

– Zohar II 98b

## Important Dates

**Welcome Meeting:** \_\_\_\_\_

**Midway Evaluation:** \_\_\_\_\_

**Student 1-on-1:** \_\_\_\_\_

**Rehearsal:** \_\_\_\_\_

If you need to change any of these dates, please contact Julie Moldo at 310-277-2772 x 14 or [julie@templeisaiah.com](mailto:julie@templeisaiah.com).

**Welcome Meeting:** Family meets with the officiating rabbi to begin this wonderful journey! (6 months before)

**Begin studying with madrich** (about 5 months and 2 weeks before)

**Please bring all of your study materials with you to your meetings.**

**Midway Evaluation:** Family meets with the officiating rabbi and cantor to check-in on progress with Torah and Haftarah studies, *d'var Torah*, Mitzvah Project, spiritual autobiography and preparations for this special day. (10 weeks before)

**Student 1-on-1:** Student meets with each the officiating rabbi and the cantor one-on-one to check in and learn together. (one month before)

**Rehearsal:** Family meets with officiating clergy in the sanctuary to rehearse for the Bar/Bat Mitzvah ceremony. (usually Thursday, one week before)

**Greeting:** Family greets at Friday night Shabbat Services the week before the Bar/Bat Mitzvah. (Friday, one week before)

**Friday Shabbat Services:** The Friday night before the Bar/Bat Mitzvah, student leads the V'ahavta, the Kiddush and HaMotzi. (***\*\* This is not a requirement. If you plan to have Friday night dinner at home with family – relax. Enjoy. Don't rush back and forth. You are also invited to invite out of town guests to Temple on Friday night and to cater a dinner in our social hall following services. Please contact the Temple before you finalize your plans so we can make the appropriate arrangements.***)

## Choosing My Torah Portion

### What is a Torah Portion?

It takes a full year, starting with the festival *Simchat Torah* to read the Torah. The Torah is divided into 54 weekly portions (some weeks have double portions). In Hebrew, a weekly portion is called *Parashat HaShavuah*. Each week a new *Parashat HaShavuah* is read and learned. The same Torah portion that you will be chanting at your Bar/Bat Mitzvah will be chanted that same week by Jews all over the world!

**Your Torah Portion** is probably three or four chapters long, and you will be selecting **20 verses** out of that portion to chant the Sabbath of your Bar/Bat Mitzvah. Read your Torah portion carefully. Study it together with you family. Consider which section speaks to you the most, and then select 20 verses in a row to chant.

**At my Bar/Bat Mitzvah, I will be chanting:**

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**Please have your verses selected for your first meeting  
with your *Madrich*.**

### What is meant by Torah and what is the Talmud?

Perhaps you have heard someone say:

“We learn from the Torah...”

“The Talmud teaches...”

Torah can mean many things. It can mean: A Scroll, The Five Books of Moses, Part of the Bible, History of our People, Jewish Law, Guide for Jewish Life, Commandments from God, A Tree of Life. Torah is all of these things. It is as life-giving as a tree. That is why we call it a tree of life. It is the scroll that we read in synagogue. It is the first part of the Bible – the Five Books of Moses (Genesis, Exodus, Leviticus, Numbers and Deuteronomy).

It is the story of our people, and it contains law, commandments, and values to live by. Torah is the **Written Law**.

However, Torah is something even more. We are taught that at Mount Sinai, Moses received not only the Written Law, but the **Oral Law** as well. Oral Law? What's that? Teachings and traditions that are passed down to us orally – by word of mouth – are called the Oral Law. These teachings and traditions were spoken long ago by our Rabbis and Sages. They have been recorded in a huge book called the **Talmud**. Talmud is also “Torah.”

Talmud means “learning.” It is a record of the discussions of our Rabbis and Sages over a 500 year period. **Mishnah** and **Gemara** are the two parts of the Talmud. Gemara has two parts. Discussions about law are called **Halachah**. Stories and explanations are called **Aggadah**.

The accomplishments of Jewish leaders who preserved our tradition by making courageous military or political decisions are also sometimes referred to as “Torah.”<sup>1</sup>

Each of the five books has a name in Greek and Hebrew which corresponds to the first significant word in the book.

<b>Greek</b>	<b>Hebrew</b>
Genesis	<i>B'reishit</i> (In the beginning of...)
Exodus	<i>Shemot</i> (Names)
Leviticus	<i>Vayikra</i> (God called)
Numbers	<i>BaMidbar</i> (In the Wilderness)
Deuteronomy	<i>D'varim</i> (Words)

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<sup>1</sup> *Pass the Torah, Please*, by Cheri Ellowitz Silver, ARE Publishing, Denver, Colorado

## Torah Quotes

Judaism begins with the Torah, the scroll that young Jews read as they become Bar and Bat Mitzvah. Ideally, Torah becomes their Sacred Story, the lens through which they view themselves as Jews. These stories have survived because they are timeless.

– Rabbi Jeffrey K. Salkin in *Putting God on the Guest List*

It is to a book, that we owe our survival – that book which we use, not by accident, in the very form in which it has existed for millennia: it is the only book of antiquity that is still in living use as a scroll.

– Franz Rosenzweig

The great stories did not happen to the masters of old alone. They happened to us. You and I. This moment, a tale unfolds.

– Rabbi Lawrence Kushner, *Honey from the Rock*

When two people sit and words of Torah pass between them, the Divine Presence rests between them.

– Rabbi Chananya ben Teradion

Somewhere out of time, in the mystery of time, somewhere between memory and forgetfulness, dimly though, I remember how I once stood at Your mountain trembling amid the fire and the thunder. How I stood there, out of bondage in a strange land and afraid. And You loved me, and You fed me and I feasted on Your words. And yes, I can remember how the thunder was my heart and the fire was my soul. O God, I do remember, the fire burns in me anew. And here I am, once more a witness to that timeless moment. Present now in the light of Your Torah I am reborn.

– *V'Taher Libeynu*

# Haftarah

You will read 5-8 verses of Haftarah chosen by your *Madrich*.

The Hebrew Bible is called **TANACH**, which is an acronym for **Torah**, **Neviim**, and **Ketuvim**. Below is a list of the books that are included in each. The *Haftarah* comes from the section called **Neviim**.

**TORAH:** Genesis, Exodus, Leviticus, Numbers, and Deuteronomy

**NEVIIM:** Joshua, Judges, Samuel I, Samuel II, Kings I, Kings II, Isaiah, Jeremiah, Ezekiel, (the following are called the “12 minor prophets”) Hoseah, Joel, Amos, Obadiah, Jonah, Micah, Nahum, Habakkuk, Zephaniah, Haggai, Zechariah, and Malachi.

**KETUVIM:** Psalms, Proverbs, Job, The Song of Songs, Ruth, Lamentations, Ecclesiastes, Esther, Daniel, Ezra, Nehemiah, Chronicles I, and Chronicles II

After the Torah is read in the synagogue, the congregation hears the *haftarah*, which literally means, “the conclusion.” The *haftarah* comes from the **Neviim**, the Prophetic books, the second part of the Hebrew Bible, the *Tanach*...

The Torah is read sequentially, from Creation to the death of Moses. But the *haftarah* is read selectively, from any number of prophetic and historical books. Those *haftarah* passages were chosen because of their thematic connection to the Torah text...<sup>2</sup>

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<sup>2</sup> *Putting God on the Guest List*, by Rabbi Jeffrey K. Salkin

# MY HEBREW NAME

You will be called to the Torah by your Hebrew name, the name which links you to your ancestors. This name will also appear on your Bar/Bat Mitzvah certificate.

Student's full name: \_\_\_\_\_  
(*exactly as it should appear on Bar/Bat Mitzvah Certificate*)

Student's Hebrew name: \_\_\_\_\_

Father's Hebrew name (if available): \_\_\_\_\_

Mother's Hebrew name (if available): \_\_\_\_\_

**Please submit this form to Julie Moldo NOW, or email the information to [julie@templeisaiah.com](mailto:julie@templeisaiah.com) at least 4 months before your ceremony.**

Names have always had powerful associations in the Jewish tradition. God is sometimes called Hashem, which simply means, "The Name," expressing a belief that God's true name is unknowable and unpronounceable, because a name contains the essence, power and unity that is God. When Moses asks God what is God's true name, God says mysteriously, "I am that I am. I was that I was. I will be that I will be."

The founder of the Hasidic movement was called the Baal Shem Tov, the "master of a good name," not simply because he had a reputation for goodness, but because he possessed great wisdom of the power of God's name.

In the Talmud it is written, "The crown of a good name excels all other crowns, including the crown of learning, of priesthood and even of royalty." Parents give their children a significant name, but it is our own responsibility to turn our given name into a *good name*, through our own values and actions.



## **Cantor Kent's 13 Essential Steps... from Here to Bar/Bat Mitzvah!**

Questions? Concerns? Send me some email: [CantorKent@templeisiah.com](mailto:CantorKent@templeisiah.com)  
Or, call the Temple, 310-277-2772.

1. Learn all your prayers and blessings from the prayer book.
2. Learn your Torah Portion and Haftarah.
3. Attend eight Shabbat services. (Friday or Saturday)
4. One Friday night, lead your family in the blessings: candles, Kiddush, motzi.
5. Prepare your *d'var Torah* with a madrich.
6. Complete your work one month before your Bar/Bat Mitzvah.
7. Complete your Mitzvah Project.
8. Show up on time for all lessons.
9. Remember: you will work with a madrich for about five months during which time you will have check-ins with the rabbi and cantor.
10. Let us know if you have to cancel or change an appointment. Contact Julie, our B'nai Mitzvah Coordinator, at 310.277.2772 x 14.
11. Greet congregants at Friday night Shabbat services the week before your Bar/Bat Mitzvah.
12. The Friday night before your Bar/Bat Mitzvah, lead the V'ahavta, the Kiddush and HaMotzi. Please come to services with all your family.
13. Relax. Have fun. Smile!

*Please remember:*

**Bring all your materials to all tutoring sessions  
and meetings with the rabbis and cantor.**

**Bring all your materials to your  
Bar/Bat Mitzvah service.**

# Dive into Judaism!

*(a few ideas for families to get more involved)*

The year of the Bar/Bat Mitzvah is infused with more Torah study, more Shabbat celebration and more efforts to heal the world...perhaps more so than at any other time in our lives.

If your ENTIRE family (alongside of the student) would like to explore new ways of Jewish life, here are some suggestions in the areas of Torah study, Shabbat celebration and Tikkun Olam (healing the world).

## **For the Family:**

- Attend 8 Shabbat services at Temple Isaiah **as a family**. (Celebrating Shabbat at another synagogue can be credited to this account.)
- Read the entirety of the student's Torah portion together!

## **For Parents:**

### **Torah**

- Attend a Shabbat morning Torah study at Temple Isaiah.
- Study one text related to the Bar/Bat Mitzvah portion. (Clergy can help to identify a text.)
- Read one book on Jewish life, ritual, celebration, history or culture.
- Attend an adult education class or lecture at Temple Isaiah.

### **Shabbat**

- Create a meaningful Shabbat experience at home.
- Celebrate Havdallah.
- Invite other families over for Shabbat dinner.
- For one month, light Shabbat candles and say the blessings over wine/juice and challah on Friday nights.

### **Tikkun Olam (Healing the World)**

- Volunteer for one of our many social action events at Temple Isaiah.
- Volunteer with your child as s/he completes the Mitzvah Project
- Spend an evening discussing tzedakah and philanthropy with your family. Choose an organization and make a donation.

## **For Students and Siblings:**

### **Torah**

- Read all of the commentary to the Torah found in the Bar/Bat Mitzvah booklet
- Study a new text for Passover to present at the seder.
- Purchase one new book on Jewish life, ritual, celebration, history or culture. Read one chapter (at least!) and write a brief summary of what you learned.

### **Shabbat**

- For one month, light Shabbat candles and say the blessings over wine/juice and challah on Friday nights.
- Learn a new melody to a Shabbat prayer. (Cantor Kent can help!)
- Design your own Havdallah set: braided candle, spices, Kiddush cup.
- Braid and bake your own challah.

### **Tikkun Olam (Healing the World)**

- Write an article about a Mitzvah Project for the Temple newsletter.
- Send an email to family and friends describing your Mitzvah Project. Ask for their support.
- Incorporate a piece of your Mitzvah Project into your Bar/Bat Mitzvah celebration.

**Ultimately, we may learn that the Bar/Bat Mitzvah is just one day in a lifetime of living Jewishly. Jewish study, activism and celebration are not limited to a fixed time in one's life.**

**Rather we can engage in them every day!**

# Choosing My Mitzvah Project

## Your Mitzvah Project...

will be designed by you!  
should involve *at least* 10 hours of work.  
will be completed 6 weeks before your Bar/Bat Mitzvah.

## What is a Mitzvah Project?

A Mitzvah Project – 10 hours of your time dedicated to service work – reminds us that living a Jewish life is about using our heads, our hearts, our hands and our feet to express our Jewish identity. You can prepare food at a soup kitchen or teach people how to read. You can collect donations of clothing, food, sports equipment or books. You can work with one of Temple Isaiah's partner organizations or choose a new non-profit working to heal the world. Collaborate with friends and family or go solo!

## Mitzvah Projects and Your Celebration

Why not integrate your Mitzvah Project into your celebration? Assemble centerpieces of canned food or school supplies or ask SOVA to create Baskets of Hope. Include a separate card in your invitation explaining your Mitzvah Project and ask guests to participate through donation or by bringing collection items to the party. *In addition to your 10 hours*, you may also choose to donate a portion of your gift money to an organization.

Tradition teaches us to deepen our happiness by sharing a part of our joyous celebrations with people in need. Consider donating three percent (3%) of the cost of your bar/bat mitzvah (and other celebratory events!) to MAZON: A Jewish Response to Hunger.

## How will you choose a Mitzvah Project?

Ask yourself: “What keeps me up at night?” What really bothers you about the city or the world in which you live? Once you have some ideas, ask friends and family for recommendations. You can “Google” your way to local and national organizations that need your help. Rabbi Dara Frimmer is always happy to meet with you for 20 minutes to brainstorm ideas! ☺ Temple Isaiah has FIVE core areas of focus that include various projects and partnerships throughout the year. We would love to connect you with Isaiaans of all ages who volunteer their time and resources, strengthening our relationship to one another and to our neighbors near and far.

1. **Hunger**
2. **Homelessness**
3. **Public Education**
4. **Global Justice (Jewish World Watch)**
5. **Environmental Sustainability (Green Team)**

## Examples of Mitzvah Projects:

- Sarah loves nature. She loves animals, trees, summer camp, hiking, S’mores, and sunsets. Sarah researched on the internet and found the website for Sierra Club. She talked to her Hebrew School teacher and learned about an animal shelter in Culver City. She read in the *Isaian* that the Temple’s Green Team was advocating the purchase of compact fluorescent light bulbs as a way to save energy and heal the planet. For her 10 hours, Sarah volunteered at the animal shelter, helped the Green Team sell light bulbs, and became a member of the Sierra Club. The centerpieces at her party were collections of stuffed animals to be donated to a local children’s organization.
- Abe loves food. He loves eating and cooking. Mexican, Italian, sushi...you name it, he loves it. Abe emailed the Temple Isaiah representative to Beyond Shelter and found out about the Thanksgiving Dinner Box Drive for families who had recently moved off Skid Row. He talked to his soccer coach about the importance of healthy eating and exercise. For his 10 hours, Abe helped to collect food and pack Thanksgiving dinner boxes. He spoke to the rabbis about purchasing healthier food for the Oneg table after Shabbat services. Finally, in honor of his celebration, Abe’s family donated 3% of the total cost of the party to Mazon: A Jewish Response to Hunger.



# My Mitzvah Project

**Please bring this sheet to your Midway Evaluation with the clergy (about 10 weeks before your Bar/Bat Mitzvah)  
You must complete your project 6 weeks before your Bar/Bat Mitzvah.**

Name of Bar/Bat Mitzvah \_\_\_\_\_

Date of Bar/Bat Mitzvah \_\_\_\_\_

Torah Portion \_\_\_\_\_

Description of My Mitzvah Project:

Action Plan (How will I accomplish my goals?):



# Spiritual Autobiography Questionnaire

We will be including some of your own special words in your Shabbat bulletin the day of your Bar/Bat Mitzvah. **This is NOT your d'var Torah.**  
Please fill out the following questions so the worshippers and guests can learn more about you.

**We recommend that you weave the answers into a mini-essay.**

**Please e-mail Julie the answers/essay by the One-on-One Meeting!  
(about a month before your Bar/Bat Mitzvah)**

Becoming a Bar/Bat Mitzvah means to me:

- My hope on this day is:
- My Hebrew name is:
- I am named after (or My Hebrew name means...):
- One of the things I love about being Jewish is:
- I participate in *Tikkun Olam*, fixing the world, by:
- My Mitzvah project was:
- One thing that surprised me about my Torah portion is:
- My hope for the future is:
- One blessing I would like to offer my community is:

Here are three examples (aim to write around 200 to 250 words):

## **Example #1**

I would like to thank all of you for sharing this special day with my family and me. Thanks to all the people who have made this day possible. Thanks to the Rabbis, my Bar Mitzvah tutor, and the Cantor. Thank you, Mom and Dad, for showing me love, care, and support to help me reach this milestone in my life.

Becoming a Bar Mitzvah means that I have a bigger responsibility in the Jewish community and that I am now considered a Jewish adult. As I am becoming a Bar Mitzvah, I will become more involved in the Jewish Community.

My Hebrew name is Avraham Yitzchak. I am named after both of my great grandfathers. They were both born in Russia.

I started going to Temple Isaiah Preschool when I was two years old. The entire time I have been a part of Temple Isaiah, I have made great friends that I plan to be friends with for the rest of my life. Through Temple Isaiah I have discovered Camp Hess Kramer. At this camp I have had many great experiences and will continue to attend every year.

For my Mitzvah Project I worked at SOVA. SOVA is a food bank for the needy. While I was there, I packed the food for the customers and gave it to them. It felt good to give back. I didn't know how many people really need food and help.

My hope for the future is that Jewish people can live peacefully in a safe environment.

### **Example #2**

To me, becoming a Bar Mitzvah means becoming a more mature person and knowing more about Jewish history. After my Bar Mitzvah, I think that I will look at the world in a different way and understand more about what I am learning. My hope on this day is that I have a good time and everything goes very well.

My Mitzvah Project was having a lemonade stand to raise money for an animal shelter and collecting dog and cat food for the shelter. I decided to do this for my Mitzvah Project because I love animals, and this is a great way to help them.

One thing that surprised me about my Torah portion is that it is something that I can easily relate to, as it is about sibling rivalry. My brother and I fight all the time, so I can easily make these connections.

I participate in Tikkun Olam, fixing the world, by using a reusable water bottle. This makes it so that not as many plastic water bottles go to waste. It also makes it easy because then you can just carry one water bottle around with you all the time.

### **Example #3**

As I grew up I witnessed the responsibilities my sister took after becoming a Bat Mitzvah, and I know I will have the same responsibilities in my life. My Torah portion is Moses' poem and blessing for the surviving Israelites. G-d banished Moses from Israel, but Moses still loved and guided his people to Israel. This portion shows that we need to help others and stop focusing on ourselves. This is why my Bar Mitzvah project is to help homeless people to get food and supplies that they need. Sova food bank is a great place to help others.

Becoming a Bar Mitzvah is not only important to me but it is to my whole family as well. I feel as if I have to prove to my grandfather that I am a Jewish adult and that I will carry his name to the next generation. I want to thank all of my past teachers and my tutor Mark for helping me become a Bar Mitzvah. I want to thank my mom, dad, sister, and my grandparents for giving me Jewish life guidance.

# Parents' Blessing

## Your blessing...

is a blessing not a speech.  
is 200 words or less, per parent.  
takes place *before* your child has read Torah.  
is not mandatory.  
does not have to be original. (see below)

At the Bar/Bat mitzvah, parents have an opportunity to offer a blessing. You may be familiar with the parent *speech*, which are filled with stories and anecdotes. We are asking you to shift that idea to a blessing.

The essence of this holy moment is that this child is stepping through a spiritual gateway toward Jewish adulthood. The celebrant is proclaiming his or her identity as a Jew, a participating member in our community. It is a moment that celebrates and sanctifies the future. We honor this young Jewish adult proudly taking the torch that has been passed down through the generations for thousands of years and marching confidently with it into a new unfolding world. The celebrant will, this day, stand at the Torah table and chant from the ancient, sacred script. Afterwards, the student will share words he or she has composed based on personal insight and in depth study, elucidating Torah text and sacred wisdom. They are words he or she has written to teach and inspire.

A parents' blessing should continue with the celebration of the child's future by focusing on where this young person is going as opposed to where he or she has been. The parents' blessing should in no way compete and overshadow the students' *d'var Torah*. The blessing should be brief, poignant, hopeful, and future oriented. It could even pay homage to the student's wise words by drawing from a similar theme from the Torah portion. **Please limit your blessings to 200 words per parent.**

The rabbis and the cantor are available to help you compose a few verses that maintain the holy essence of this sacred day. If there are wonderful family stories you would like to share as part of this event, please consider sharing them at a Friday night dinner or at the celebration following the ceremony.

God bless the parents of our students who have devotedly worked for and believed in Jewish identity and education, who have nourished these children with love and support, who have given rise to a new light to shine upon Israel. Reward their sacred labor with abundant blessings. Amen.

## **Examples of Parent Blessings:**

### **Parent Blessing A – 161 words**

May your compassion and empathy continue to surround you with true friends, and may the warmth and caring that you share with people be reflected back a thousandfold. Continue to stand up for what you know is right, even when those of us around you may think you're wrong. Remember that you come from a tradition of unforgettable women who can withstand anything and look good while doing it.

The one thing that any of us has got is our true nature. Don't ever let anybody change yours.

A wicked sense of humor complements a kind heart.

Jump first & ask questions later. Laugh often, eat well.

Keep letting your Jewish soul lead you toward discovering your extraordinary wisdom.

Create life every day from a blank canvas - it's a work of art.

Open yourself to love and your life will be filled with beautiful, heartfelt music.

Use your superpowers for good. And when all else fails...dance.

Te amo mucho, Mamitza

### **Parent Blessing B – 205 words**

Jon, as we look at you on the Bima today we have so much to say to you.

Mom and I pray that you will be blessed with a long and healthy life. Without your health, nothing else will matter, so take good care of yourself.

We pray that you will continue to work hard and secure a good education, so you will have a solid foundation for your future.

We pray that you will continue your Jewish education, and embrace the Jewish faith. As you know, your Great, and Great-Great Grandparents sacrificed everything to come to this country so their families could continue to be Jews, and have Religious Freedom.

We pray that you will always be kind and loving to your brother and sister, they will always be there for you, and look after you.

We pray that you will seize opportunities and fight through challenges with courage and composure as they come your way.

Most importantly, we pray that you will chase your dreams and ambitions, and never give up on yourself. You must believe!

May your life be long, may your dreams come true, and remember this day as just the beginning of many good mitzvahs to come your way. Amen

### **Parent Blessing C - 199 words**

My darling Zoe... As I watched you study for your Bat Mitzvah, I realized that your preparation was not only for Torah but was a preparation for life and things to come. I saw triumph when your studies went well and frustration when they didn't.

Throughout life you will experience triumphs and frustrations. And, just as you are surrounded by family and friends today, know that you will always be surrounded by your family and friends to share not only your happiness, but your sorrows as well.

Today marks the beginning of the journey of the next chapter of your life. Cherish every moment, and every triumph. Learn from your disappointments. Cherish your friends. Love your family.

May you hold on to your childhood world of curiosity, enthusiasm and energy and at the same time, begin to embrace the responsibilities of adulthood. May your eyes shine as bright as the heavens above and may you see all of your visions come true.

May you be blessed with understanding, patience and tolerance. May you remain true to yourself and true to your beliefs.

May you always love your family and friends as they love you...I love you! Mazel Tov!

## **Blessings to Borrow**

### **Blessing** *Talmud, Berachot 17a*

May you live to see your world fulfilled  
May your destiny be for worlds still to come,  
And may you trust in generations past and yet to be.  
May your heart be filled with intuition  
and your words be filled with insight.  
May the songs of praise ever be upon your tongue  
and you vision be on a straight path before you.  
May your eyes shine with the light of holy words  
and your face reflect the brightness of the heavens.

**What I Wish** *Rabbi Sandy Eisenberg Sasso*

What I wish for my daughter,  
I wish for all our children.  
I wish for you to be a  
person of character  
strong but not tough,  
gentle but not weak.

I wish for you to be righteous but not self-righteous  
honest but not unforgiving.

Wherever you journey, may your steps be firm  
and may you walk in just paths  
and not be afraid.

Whenever you speak, may your words  
be words of wisdom and friendship.

May your hands build  
and your heart preserve what is good  
and beautiful in our world.

May the voices of the generations of our people  
move through you  
and may the God of our ancestors  
be your God as well.

May you know that there is a people,  
a rich heritage, to which you belong  
and from that sacred place  
you are connected to all who dwell on the earth.

May the stories of our people  
be upon your heart  
and the grace of the Torah rhythm  
dance in your soul.

**A Parent's Perspective** *Rabbi Harold M. Schulweis*

You are not today as you were yesterday  
Nor are we.  
Something has occurred.

We sit with the congregation  
You stand alone on the Bimah  
You lead the congregation

We follow  
You sing, pray, speak  
We listen.

You are not an echo of our sand  
You have your own words.  
The still, small voice of conscience stands alone  
Stronger in you now than ever before  
A blessed distance between us  
You are ours but also your own.

When you were called to the Torah,  
Your name and our names interwoven,  
You are not us  
We are not you  
But we are inseparable.

**I Hope You Dance** *Leanne Womack*

I hope you never lose your sense of wonder,  
Get your fill to eat and always keep that hunger.  
May you never take one single breath for granted,  
God forbid love ever leave you empty-handed.

I hope you still feel small when you stand beside the ocean.  
Whenever one door closes I hope one more opens.  
Promise me that you give faith a fighting chance  
and when you get the choice to sit it out or dance...  
I hope you dance.

May you never fear those mountains in the distance.  
Never settle for the path of least resistance.  
Living might mean taking chances but they're worth taking,  
Loving might be a mistake but its worth making.

I hope a helping heart never leaves you bitter.  
When you come close to selling out, reconsider.  
Give the heavens above more than just a passing glance  
and when you get the choice to sit it out or dance...

I hope you dance.

I hope you still feel small when you stand beside the ocean.  
Whenever one door closes I hope one more opens.  
I hope that you give faith a fighting chance and if your get the choice to sit it out or dance...  
Dance!

# BAR/BAT MITZVAH HONORS

This form will help you plan your service. You should have it completed by the time of your rehearsal. Questions? Ask your rabbi or talk to Julie Moldo.

<b>GREETERS:</b> _____
<b>TALLIT PRESENTATION</b> Person(s) presenting Tallit: _____
<b>PARENT(S) BLESSING(S) TO CHILD</b> Words of blessing given by: _____
<b>OPENING THE ARK:</b> This honor may be given to one person, two people (one person per side) or a small group. _____
<b>PASSING THE TORAH THROUGH THE GENERATIONS:</b> 1) _____ 2) _____ 3) _____
<b>ALIYOT:</b> Please list names (include relationship to Bar/Bat Mitzvah, if desired). 1) NAME(S): _____ 2) NAME(S): _____ 3) NAME(S): _____ 4) NAME(S): _____ 5) Bar/Bat Mitzvah's Hebrew Name: _____
<b>AFTER THE READING OF TORAH:</b> It is traditional to lift the Torah scroll to show the community the columns of Hebrew that have been read by the Bar/Bat Mitzvah and then to dress the Torah. <b>Hagba (lifting the Torah – one person):</b> _____ <b>Galila (dressing the Torah – one or more):</b> _____
<b>CLOSING THE ARK:</b> One person, two people or a small group. _____



## GLOSSARY

**ALIYOT:** (plural form of aliyah) the honor of being called up to the Torah in synagogue to recite Hebrew blessings before and after the Torah reading. Aliyot may be given to individuals or to a group of people. The blessings are written in both Hebrew and English transliteration, and they can be found in our siddur (prayer book). We recommend sending a copy to your honorees ahead of time so they can become familiar with the text. Parents often take the 4<sup>th</sup> aliyah so that they are at the Torah when their child reads the 5<sup>th</sup> and final blessing. **Please note:** with the exception of non-Jewish parents, aliyot are to be given as honors to Jews or those who have converted to Judaism.

**HAGBA:** The Hagba will lift the Torah into the air and turn 180 degrees (back facing congregation) in order to show the congregation the verses read. After a few seconds, the Hagba will walk to the front row and sit down with the Torah. **Please note:** lifting the Torah is an honor to be given to Jews or those who have converted to Judaism.

**GALILA:** The Galila will help to dress the Torah with its belt/sash, outer covering and silver yad (reading pointer). Clergy will be close by to assist.

**ARK OPENERS:** This honor may be given to two people (one person per side) or to a small group. Honorees will be called up to open the ark at the beginning of the Torah service and at its conclusion. If desired, you may use the same set of ark openers for both honors.

**PASSING THE TORAH:** Judaism is a living, breathing tradition kept alive by the transmission of Torah from one generation to the next. As the Torah is taken out of the ark, we invite grandparents, parents and children to stand on our bimah, according to age, and to ritually pass the Torah through the generations until it rests in the arms of the Bar/Bat Mitzvah. This ritual can be performed in many ways: with great aunts and uncles, only parents and children or inclusive of special mentors/teachers. **Please note:** with the exception of non-Jewish parents, passing the Torah is an honor to be given to Jews or those who have converted to Judaism.

**TALLIT PRESENTATION:** Family members or special teachers/mentors may choose to present the Bar/Bat Mitzvah with a tallit (prayer shawl) at the beginning of the service. The presenter(s) will stand next to the Bar/Bat Mitzvah and read a small paragraph in English before the Bar/Bat Mitzvah recites the blessing for wearing a tallit. You may choose to say a few words about the origin of the tallit and its symbolism. (e.g. This was your grandfather's prayer shawl, given to him on the day of his Bar Mitzvah.)

**PARENT(S) BLESSING TO CHILD:** This is an opportunity to bless your child with words of love, support, and recognition as s/he accepts responsibility for becoming a Jewish adult. We strongly recommend writing out the entire blessing so that your child will have a record of your words (it's a big day, and it's easy to be distracted!) and so that your words will be poignant, concise and thoughtful.

# Bar/Bat Mitzvah Timeline

Twelve (12) months prior:	Notes
<ul style="list-style-type: none"> <li>Inform Temple of your intention to use the Social Hall following service.</li> </ul>	
Six (6) months prior:	
<ul style="list-style-type: none"> <li>In addition to being a member in good standing, payment of Bar/Bat Mitzvah Fee.</li> </ul>	
<ul style="list-style-type: none"> <li>Student and family will meet with officiating rabbi for Welcome Meeting (1 hour)               <ol style="list-style-type: none"> <li>Receive Bar/Bat Mitzvah Handbook with all details</li> <li>Receive Bar/Bat Mitzvah Folder with Trope Trainer software, Torah booklet, CD of prayers and blessings, and all study materials</li> <li><b>Child's correct Hebrew and English names for certificates now</b></li> <li><b>Photo of child for <i>Isaian</i> now or as soon as possible</b></li> <li>Dinner in social hall Friday night before? Number of guests</li> </ol> </li> </ul>	
<ul style="list-style-type: none"> <li>Begin individual training with a madrich for about 5 months (22x)               <ol style="list-style-type: none"> <li>Choose Torah and Haftarah portions</li> <li>Choose Mitzvah Project and turn in outline</li> <li>Write <i>d'var Torah</i></li> </ol> </li> </ul>	
<ul style="list-style-type: none"> <li>Begin attending Shabbat Services with your family (minimum of 8)</li> </ul>	
Ten (10) weeks prior:	
<ul style="list-style-type: none"> <li>Family's Midway Evaluation with Rabbi and Cantor (40 to 60 minutes)</li> </ul>	
<ul style="list-style-type: none"> <li>Signed Photographer/Videographer agreements</li> </ul>	
<ul style="list-style-type: none"> <li>Start on:               <ol style="list-style-type: none"> <li>Child's Spiritual Autobiography</li> <li>List of Honors and Aliyot</li> </ol> </li> </ul>	
<ul style="list-style-type: none"> <li>Signed Caterer's agreement with proof of insurance &amp; \$500 breakage deposit + refundable \$250 deposit for use of building (only for caterers <i>not</i> on approved list)</li> </ul>	
<ul style="list-style-type: none"> <li>Signed Musician/DJ agreement</li> </ul>	
<ul style="list-style-type: none"> <li>Initial payment for Room Rental (50% due now)</li> </ul>	
One (1) month prior:	
<ul style="list-style-type: none"> <li>Student's 1-on-1 Meeting with Rabbi and Cantor (1 hour) – <i>d'var Torah</i>, Mitzvah Project, blessings and prayers</li> </ul>	
<ul style="list-style-type: none"> <li><b>Spiritual autobiography of Bar/Bat Mitzvah is due now</b></li> </ul>	
<ul style="list-style-type: none"> <li>Time you expect to arrive before service (photos?)</li> </ul>	
Two (2) weeks prior:	
<ul style="list-style-type: none"> <li>Inform the Temple about Sanctuary decorations (delivery &amp; pick-up)</li> </ul>	
<ul style="list-style-type: none"> <li>Will you be sponsoring or co-sponsoring the Oneg Shabbat on the Friday before? (\$250 total)</li> </ul>	
<ul style="list-style-type: none"> <li>Provide the following information to the Temple now:               <ol style="list-style-type: none"> <li>Number of guests and programs for the service</li> <li>Names of people having Honors &amp; Aliyot and names of greeters</li> <li>Will you have a bus to transport guests after the service?</li> <li>Completed "Set-Up Sheet" if your event will be in the Social Hall</li> <li>Any special arrangements (Vendors? Video equipment? Extension cords? Storage? Microphones? Centerpieces? Displays?)</li> <li>Submit final payment for Room Rental</li> </ol> </li> </ul>	
Thursday – one week prior:	
<ul style="list-style-type: none"> <li><b>Rehearsal with rabbi:</b> bring list of Honors and Aliyot with you; leave with B'nai Mitzvah coordinator after rehearsal</li> </ul>	
Friday – one week prior:	
<ul style="list-style-type: none"> <li><b>Family greets</b> at Friday night Shabbat Services</li> </ul>	
Friday – night before:	
<ul style="list-style-type: none"> <li><b>Student participates</b> in Erev Shabbat services: V'ahavta, Kiddush &amp; HaMotzi</li> </ul>	

# Additional Information

## PHOTOS

A photo of each Bar/Bat Mitzvah student will be featured in the *Isaian*, our monthly newspaper. **THE BAR/BAT MITZVAH PHOTOGRAPH NEEDS TO BE TURNED IN AT LEAST THREE MONTHS PRIOR TO THE BAR/BAT MITZVAH DATE.** A small black and white or color school photo will do, or you can send the photo to us electronically. Please do not expect that we will “crop” it to fit in the allotted space. Please write your child’s name on the back or name the digital image with your child’s name.

## INVITATIONS

The invitation your guests receive is their first introduction to the tone and significance of this moment in the life of your family. Therefore, your choice of style and the wording of your invitation should reflect what is important to you about your child becoming a Bar/Bat Mitzvah. Be sure to include the correct starting time on the invitations and no earlier. **Please remember that it would be a nice gesture to invite all of your child’s Religious School classmates.** Since they have been studying together, they will surely want to share in each other’s celebration.

## MORNING AND AFTERNOON SERVICES

The morning service begins at 10:30 A.M., and the afternoon service begins at 5:00 P.M. The service lasts about ninety minutes. The temple provides a Kiddush table (challah, wine, candles, cups and tablecloths) as an integral part of the morning service only. Havdallah will follow the afternoon service only when it is dark outside—that is, during the season when we follow Standard Time (November through March).

## CATERING

We encourage you to hold your event (extended Kiddush, luncheon or dinner party) in our Social Hall, either in the afternoon or evening. This handbook contains a list of caterers who have been approved by Temple Isaiah. If you prefer to use one that is not listed, please call the Temple Office.

We do **not** maintain a kosher kitchen. However, pork and shellfish products are **not** allowed in the Temple. If you have additional questions regarding caterers, please contact the Temple Office.

Each Bar/Bat Mitzvah family has the right of first refusal to use our Social Hall immediately following their ceremony. If your service is scheduled for 10:30 in the morning, you can use the Social Hall until 3:30 PM, and, if your service is scheduled for 5:00 in the afternoon, you can use the Social Hall in the evening after your service until

11:00 PM (See following pages for more comprehensive information.) **In order to insure your right to use the Social Hall for your event following the service, the Temple requires notification one year in advance. If such notification is not received, it is possible that the Social Hall will not be available.**

***PLEASE NOTE:*** as a general rule, the Social Hall is *not* available for morning ceremony events (i.e., extended Kiddush or luncheon) on the third Saturday of the month from October through June.

If your family and guests will be joining us for dinner after services on the Friday night before the Bar/Bat Mitzvah and bringing your own meals, please let us know if you would like tables reserved or if you have any other requirements.

### **SPECIAL EQUIPMENT**

Unfortunately, Temple Isaiah does not rent or loan audio/visual equipment, including, but not limited to, computers, projectors, microphones, cables, screens, DVD players or sound equipment.

### **DECORATIONS**

Decorations on the bimah are always welcome. Flowers should be no higher than 3 feet and no wider than 2½ feet, and there should be **no** ribbons. ***NO FRAGRANT FLOWERS ARE PERMITTED; above all else, this means NO LILIES, NO ROSES, NO LILACS, NO FREESIAS, etc.*** They should be delivered to the Temple on the Friday afternoon prior to the Bar/Bat Mitzvah between 12:30 P.M. and 2:00 P.M.

In lieu of flowers, you may wish to provide appropriate arrangements of fruit and/or foods which can later be donated to a non-profit organization. (Please see Suggested Additional Resources.)

When you think about decorating the Social Hall, please consider creating centerpieces that reflect your family's ethical concerns. A centerpiece of packaged food can feed the hungry, and a centerpiece of school supplies can be donated to a local school. Please note: **NOTHING MAY BE AFFIXED TO THE WALLS.**

### **PHOTOGRAPHERS/VIDEOGRAPHERS**

Flash photography is **not** permitted during the service. Please schedule Sanctuary photo sessions earlier in the day, to be completed by 10:00 A.M., or after the service. To schedule a photo session, please contact the Temple Office.

Photos may be taken during the service without a flash, as long as the photographer does not move up and down the aisles during the service. No other photography is permitted. If you would like the Rabbi or Cantor to appear in your photos, you will need to arrange

this in advance. If the Torah is to be included in your photographs, a Rabbi, Cantor or Temple Representative must be present to handle it.

The Temple Coordinator will show photographers and videographers where they are allowed to position themselves during the service. (See Policies Regarding Photographers and Videographers on page 34 of this handbook for more comprehensive information.)

**Connections to the Temple sound system are prohibited.**

## **MUSIC/NOISE**

In consideration of our neighbors, music, whether live or recorded, is **not** permitted after 11:00 P.M. **THERE ARE NO EXCEPTIONS.** As a courtesy to our neighbors, we ask that you encourage your guests to keep the noise in the garage and the outdoor areas of the Temple to a minimum. **Amplified music and/or singing are not allowed on the Vollmer Deck at any time.** Any loading of equipment or supplies taking place in the evening must be done **only** via the Pico Boulevard entrance to the Temple.

## **CUSTODIAL AND SECURITY SERVICES**

The safety and security of your family and guests is of the utmost importance. Temple Custodians and Security Guards are required to be on duty at the Temple for the duration of your event, beginning with the first person scheduled to arrive (guest or sub-contractor) and the last person (guest or sub-contractor) to leave. Therefore, you must let the Temple know when your first set-up people or guests plan to arrive. Otherwise, there may not be anyone here to let them in. It also is expected that you, your guests and your service provider(s) leave the Temple by midnight.

## **TEMPLE COORDINATOR**

This person represents Temple Isaiah and is the go-to person for any issues that may arise during your event. All guests and hired staff are expected to adhere to any requests or directions that the Temple Coordinator may make during your service or event.

## **GREETERS**

Most Bar/Bat Mitzvah families will have selected relatives or friends to greet their guests during the service. (See Greeters' Guidelines on page 36 for more information.)

## **SPECIAL REQUIREMENTS**

If you have any special requirements to accommodate your guests, please advise the Temple Office in advance of your event. Examples might be the need for a babysitting area or the storage of personal items and/or medical supplies, etc.

## **APPROVED CATERERS LIST**

as of March 9, 2011

### **CHRISTOPHE BERNARD**

(310) 874-1680

(310) 694-0081 (Fax)

### **CORNUCOPIA CATERERS**

16011 Arminta Street

Van Nuys, CA 91406

(818) 909-0075

(818) 909-0054 (Fax)

ATTN: Marcy Feldman

### **DELICACIES FINE CATERING**

#### **FACTOR'S FAMOUS DELI**

9420 West Pico Boulevard

Los Angeles, CA 90035

(310) 278-9175 (Restaurant)

(310) 277-3100 (Debbie)

(310) 278-9196 (Fax)

ATTN: Debbie Ullman

### **LOUISE'S CITY CATERERS**

10645 West Pico Blvd.

Los Angeles, CA 90064

(310) 475-5575 (Office)

(310) 597-3537 (Cell)

ATTN: Corey Lawson

### **PARTIES AT YOUR DOOR**

21926 Costanso Street

Woodland Hills, CA 91364

(818) 347-3044

(818) 347-7319 (Fax)

ATTN: Scott Roysner

### **SILVER SPOONS**

P. O. Box 570699

Tarzana, CA 91357

(818) 996-2911

(818) 996-2709 (Fax)

ATTN: Scott Tessler or Faith

### **SOMEONE'S IN THE KITCHEN**

5973 Reseda Boulevard

Tarzana, CA 91356

(818) 343-5151

(818) 343-1140 (Fax)

ATTN: JoAnn Roth

## **SUGGESTED ADDITIONAL RESOURCES**

as of March 9, 2011

### **Flowers**

*Sonny Alexander Flowers*  
9330 West Pico Blvd.  
Los Angeles, CA 90035  
(310) 777-0356

*M's Flowers*  
Jay Nomura  
801 Washington Blvd.  
Montebello, CA 90640  
(323) 728-4604

*Apropos*  
Jody Nankin  
9119 West Olympic Blvd.  
Beverly Hills, CA 90212  
(310) 271-3332

### **Invitations**

*Gail Feigenbaum*  
(310) 837-2020

*Jewish National Fund*  
(Each invitation plants a tree in Israel)  
(800) 700-1312  
[www.jnf.org/simcha](http://www.jnf.org/simcha)

### **Balloons**

*Any Occasion Balloons*  
Carol  
12002 West Pico Blvd.  
Los Angeles, CA 90064  
(310) 473-9963

### **Fruit & Food Displays**

*Community Action, Inc.* (fruit)  
(donates to Westside Food Bank)  
Bruce Rosen  
P. O. Box 1063  
Pacific Palisades, CA 90272  
(310) 459-2818

*Baskets of Hope* (food)  
SOVA  
Maxine Meyer  
(818) 988-7682 ext. 116  
[MMeyer@jfsla.org](mailto:MMeyer@jfsla.org)

### **Photographers**

*Eddie Barron Photography*  
(310) 652-8034

*Tracey Landworth Photography*  
(310) 839-8866  
[www.traceylandworthphotography.com](http://www.traceylandworthphotography.com)

*Photography by Barry Levine*  
(310) 475-1628

*Dennis Trantham*  
(310) 479-8119  
[dennis@westsidestudio.net](mailto:dennis@westsidestudio.net)

*jan birch photography*  
(310) 877-5422  
[www.janbirch.com](http://www.janbirch.com)



**CATERER AGREEMENT**  
**(for non-approved caterers only)**

- I. Fees and costs
  - A. **You must provide a \$500 breakage deposit at least two weeks before the event if using a caterer not on the approved list.** Any unused portion of this deposit shall be returned to you following the event.
  - B. **Caterers working in our Temple must provide proof of a minimum of \$1,000,000 of insurance coverage, both products liability and general liability, naming Temple Isaiah as co-insured.** A current copy of your insurance certificate must be on file with Temple Isaiah.
  
- II. Clean up
  - A. Caterer agrees to leave the kitchen in the same condition as it was found. This includes, but is not limited to, cleaning countertops, stoves, refrigerators, floors, etc.
  - B. Non-approved caterers must provide all dishware, glassware, cutlery, utensils, serving pieces, etc. **Only the approved caterers are able to borrow some or all of the Temple's stock of dishware, glassware, cutlery, utensils, serving pieces, cookware, etc. Non-approved caterers may not use the kitchen for cooking.**
  - C. **All caterers are responsible for providing materials to package leftover foods to be sent home with the family.** If Temple Isaiah has to supply packaging materials, there will be an additional cost deducted from the \$500 breakage deposit.
  
- III. Liability
  - A. Temple Isaiah shall not be liable for any stoppage or interruption in public utilities service beyond the Temple's control.
  - B. Temple Isaiah shall be held harmless from any and all loss, claims, damages or demands of Caterer or of third parties arising out of or in any manner connected with the use of Temple Isaiah by Caterer.
  
- IV. Other
  - A. Temple Isaiah maintenance staff shall assemble and position all tables and chairs in accordance with the instructions provided by client on the "Set Up Sheet."
  - B. The Caterer is responsible for making his/her working staff aware of the terms of this agreement **prior** to their arrival for the event.

- C. All staff of the catering company must observe the Temple's no-noise policy when moving about any outdoor areas in or around the Temple.
- D. At the conclusion of the event, any items to be loaded into vehicles by the Caterer must be done via the Pico Blvd. access.
- E. Smoking is not permitted at Temple Isaiah. If someone on the catering staff wishes to smoke, they must exit the building to Pico Boulevard.
- F. The Temple will provide a minimum of two uniformed security guards, one Custodian and one Temple Coordinator. The Coordinator is in charge when s/he is on site. However, for issues specific to emergencies and/or facility problems (electricity, water, etc.) the Custodian and/or security guards are also appropriate to contact.

This Caterer Agreement shall be reviewed, signed and returned to Temple Isaiah at least two weeks prior to each event and shall be accompanied by the \$500 breakage deposit. If this is not received within the specified time frame, Temple Isaiah has the right to refuse entrance to the Caterer.

**The terms of this agreement become effective on March 9, 2011.**

Name of Catering Company \_\_\_\_\_  
(please print)

Name of Caterer \_\_\_\_\_  
(please print)

Responsible Person at Event \_\_\_\_\_  
(please print)

Signed \_\_\_\_\_ Date \_\_\_\_\_  
(caterer)

Phone Number of Caterer \_\_\_\_\_

Name of Temple Family \_\_\_\_\_

Date of Event \_\_\_\_\_

**POLICIES REGARDING PHOTOGRAPHERS & VIDEOGRAPHERS**

The following are Temple Isaiah’s policies which apply to all photographers and videographers who have been hired in conjunction with events at Temple Isaiah.

Photography and/or videography during a service in the Sanctuary are permitted. However, no additional lights or flash lighting may be used. The photographer/videographer must stand only in the spot designated by the Temple Coordinator and cannot move about during the service.

**Under no circumstance is anyone to attempt to connect auxiliary microphones to the Temple’s microphones already on the bima. Connections to the Temple sound system are prohibited.**

Please do not rearrange flowers or furniture in the Sanctuary. If you need something moved, please ask a Temple Custodian for assistance.

Torah scrolls are not to be removed from the Ark without permission from the clergy or the Temple office. Either the Custodian or the Temple Coordinator will assist you with the appropriate Torah and how to handle it.

If you open the Ark to take pictures, please be sure that you close it when you are finished.

Because there are so many events scheduled in the Temple on any given day, you must make an appointment in advance with the Temple office if you wish to take pictures in the Sanctuary. This also applies to the time intervals immediately preceding and following your event.

At the conclusion of any evening event, you must load equipment through the Temple’s Pico Blvd. entrance.

Please follow any directions given by the Temple Coordinator, the Custodian or Security Guard while you are working at the Temple.

**I agree with the above guidelines**

Name of Photographer/Videographer \_\_\_\_\_

Signed \_\_\_\_\_

Telephone Number \_\_\_\_\_ Date of Event \_\_\_\_\_

Name of Temple Family \_\_\_\_\_



## **POLICIES REGARDING MUSICIANS & DJs**

The following are policies regarding musicians and/or DJs hired for entertainment at Temple Isaiah by congregants or others.

1. Music, whether live or recorded, **cannot continue past 11:00 p.m.** for any event on any day of the week. **There are no exceptions.** The Los Angeles Municipal Code has restrictions on sound. Temple Isaiah is not soundproof, and all necessary steps must be taken to comply with the law.
2. Please do not rearrange furniture or other Temple property. Ask the Temple Custodian for assistance.
3. Please be mindful of trailing cords and any other devices that may cause safety hazards.
4. At the conclusion of any event which takes place in the evening, all loading of equipment must be done only via the entrance on Pico Blvd.
5. Please adhere to any directions or requests made by the Temple Coordinator, the Custodians or Security Guard during your event.

### **I agree with the above guidelines**

Name of Musical Group \_\_\_\_\_

Person in charge \_\_\_\_\_

Signed \_\_\_\_\_

Telephone Number \_\_\_\_\_ Date of Event \_\_\_\_\_

Name of Temple Family \_\_\_\_\_



## **GREETERS' GUIDELINES**

We join the family celebrating its Bar or Bat Mitzvah today in thanking you for agreeing to greet guests. We hope the following information will be useful to you. We suggest you arrive at least 45 minutes prior to the beginning of the service.

People who arrive on time generally do not have difficulty finding their own seats. However, you can be helpful to latecomers by directing them to available seats and, if necessary, asking people to slide down the pew so newcomers can be seated more easily.

You might suggest that parents bringing small children into the service sit on the aisle, so it will be less disruptive to everyone if they need to leave the Sanctuary during the service.

If you are asked, the men's and women's restrooms are on the same level as the Sanctuary: off the lobby, behind the Judaic Gift Shop windows.

Please do not allow anyone to bring food or beverages into the Sanctuary.

Please stay aware of any activity in the lobby and on the deck to assure that noise does not filter into the Sanctuary. Similarly, don't hesitate to tactfully ask disruptive or noisy people in the Sanctuary to please be quiet.

If you need any special assistance, please ask the Temple Coordinator or Custodian.

If you see any suspicious activity, or if there is a medical or other emergency, please contact one of the Security Guards immediately or call 911. The closest Guard to the Sanctuary will be just outside the front door at the Pico Boulevard entrance.

**SUMMARY OF FEES**  
as of January 25, 2012

B'nai Mitzvah Fee **\$1,200.00**

INCLUDES:

- Enriched and individualized Bar/Bat Mitzvah instruction with madrich for a period of about 5 months (twenty-two meetings)
- Clergy officiation
- Software on loan, CDs of prayers and blessings, books and other materials and special tutoring during the school year (if needed)
- The use of the Sanctuary
- The use of the Lobby and Bar area.
- Temple Coordinator during service
- Accompanist during service
- A Kiddush table (an integral part of the Shabbat *Morning* Service only): challah, wine, candles, cups and tablecloths

**The following charges apply to events held at the Temple. All fees include two Guards, one Custodian, Temple Coordinator, room set-up and tables/chairs.\***

Refundable room deposit **\$250.00**

Refundable damage deposit for caterers not on approved list **\$500.00**

**ROOM RENTAL FEES\*\*:**

Extended Kiddush – 2 hours **\$500.00**

Full Luncheon **\$1,200.00**  
Room usage from 12:00 – 3:30 p.m. Up to 165 guests (approx. 16 tables).

Dinner **\$1,500.00**  
Room usage from 6:30 – 11:00 p.m. Up to 165 guests (approx. 16 tables).

\*There is an additional fee for linens or coffee set-up if supplied by Temple Isaiah

\*\*You will be charged an additional \$50 for each half hour that your event extends beyond the reserved time.

All above fees are to be paid by the family hosting the event.

*(These rates are subject to change without notification)*

**THESE FEES WILL BE BILLED AND MUST BE PAID  
PRIOR TO THE EVENT.**

To discuss hours, fees or special arrangements for your event, please contact Ruth Berg at (310) 277-2772 or [Ruth@templeisaiah.com](mailto:Ruth@templeisaiah.com).

## *Ceremony for Putting On the Tallit*

Insert Name Here today you will be able to wrap yourself in the Tallit, or prayer shawl, for the first time. The Tallit welcomes you to your new world as a Jewish adult.

*As you put on your Tallit, hear the voices of the generations who came before you. Feel the call of your ancestors as you begin your journey. Their wisdom, faith, courage and devotion are links in the chain of tradition of which you are now a part. May your words and deeds carry you into a future which is creative and alive.*

### **BAR/BAT MITZVAH**

בְּרוּךְ אַתָּה יְיָ אֱלֹהֵינוּ מֶלֶךְ הָעוֹלָם  
אֲשֶׁר קִדְּשָׁנוּ בְּמִצְוֹתָיו, וְצִוָּנוּ לְהִתְעַטֵּף בְּצִיצֵת.

*Blessed is the Lord, our God, Ruler of the Universe, who hallows us with Mitzvot, and teaches us to wrap ourselves in the fringed Tallit.*

*Recalling the generations, I wrap myself in the Tallit. May my mind be clear, my spirit open, as I envelop myself in prayer.*

בְּרוּךְ אַתָּה יְיָ אֱלֹהֵינוּ מֶלֶךְ הָעוֹלָם  
שֶׁהֵינּוּ וְקִיְּמָנוּ וְהִגִּיעָנוּ לְזִמְן הַזֶּה.

*Blessed is the Lord, our God, Ruler of the Universe for giving us life, for sustaining us, and for enabling us to reach this day of joy.*



## ALIYAH BLESSING

(Listen online at <http://www.templeisaiiah.com/blessings-learn> )

### *Before the reading*

בְּרַכּוּ אֶת יְיָ הַמְּבֹרָךְ :  
בְּרוּךְ יְיָ הַמְּבֹרָךְ לְעוֹלָם וָעֶד :  
בְּרוּךְ יְיָ הַמְּבֹרָךְ לְעוֹלָם וָעֶד :  
בְּרוּךְ אַתָּה יְיָ אֱלֹהֵינוּ מֶלֶךְ הָעוֹלָם ,  
אֲשֶׁר בָּחַר בְּנוּ מִכָּל הָעַמִּים וְנָתַן לָנו אֶת תּוֹרַתוֹ :  
בְּרוּךְ אַתָּה יְיָ, נוֹתֵן הַתּוֹרָה :

READER: Ba-r'chu et Adonai ha-m'vo-rach!

CONGREGATION: Ba-ruch Adonai ha-m'vo-rach l'o-lam va-ed!

READER: Ba-ruch Adonai ha-m'vo-rach l'o-lam va-ed!

Ba-ruch A-ta Adonai, Eh-lo-hei-nu Meh-lech ha-o-lam, a-sher ba-char  
ba-nu mi-kol ha-a-mim, v'na-tan la-nu et Torah-to. Ba-ruch A-ta  
Adonai, no-tein ha-Torah.

Praise the One to whom our praise is due!

Praised be the One to whom our praise is due, now and for ever!

We praise You, Eternal God, Sovereign of the universe: You have  
called us to Your service by giving us the Torah. We praise You, O  
God, Giver of the Torah.

### *After the reading*

בְּרוּךְ אַתָּה יְיָ אֱלֹהֵינוּ מֶלֶךְ הָעוֹלָם ,  
אֲשֶׁר נָתַן לָנו תּוֹרַת אֱמֶת, וְחַיֵּי עוֹלָם נָטַע בְּתוֹכֵנו :  
בְּרוּךְ אַתָּה יְיָ, נוֹתֵן הַתּוֹרָה :

READER: Ba-ruch A-ta Adonai, Eh-lo-hei-nu meh-lech ha-o-lam, a-  
sher na-tan la-nu To-rat eh-met, v'cha-yei o-lam na-ta b'to-chei-nu.  
Ba-ruch A-ta Adonai, no-tein ha-Torah.