

## Guidelines for Honors and Personalizing the Service

Please read this section carefully as we strive to always honor and maintain the customs and rituals of Beth Shalom while still celebrating the specialness of each individual family's simcha. This section also includes a detailed "Order of the Service" section to help place your honors in the context of the entire service so you and your guests will know where the honors occur during the service. The numbers with these descriptions directly relate to the numbers on the honors sheets you need to fill out and complete (see "forms" section).

### **Kabbalat Shabbat (Friday night):**

On the Friday night prior to a Shabbat morning Bar/Bat Mitzvah ceremony, the family is encouraged to attend Services at Beth Shalom. During the Service the student will be given the honor of joining the Rabbi and Cantor on the Bima to lead Kiddush. The child and parents will also be invited to join in the reception line at the end of services.

Students who have mastered both the entire Shacharit prayer service (including the Hechi Kedusha) and the Torah and Haftarah portions for Shabbat morning, are also welcome to lead the Kabbalat Shabbat and/or Ma'ariv service the night before. If you are interested in pursuing this option, please let Rabbi Grossman know.

### **Honors:**

The Bar/Bat Mitzvah is a special day of joy and celebration that you would like to share with those you love and who have been important in your life and the life of your child. It is customary to honor friends and family with various honors during services.

Only one aliyah is actually necessary for the Bar/Bat Mitzvah service: the aliyah the student receives. All other honors are optional. Some honors, like parents receiving the aliyah preceding the student's aliyah, are more traditional than others. The items below are suggestions only. Not every family will avail themselves of each of these options. Please do not feel obligated to fill every possible honor available. The congregation is more than happy to have extra honors available to extend to congregants and visitors. **For those students who are sharing their simcha please refer to Special Notes for Doubles at the end of this section.**

For students having a Saturday Minhah, Sunday or weekday service please refer to special notes for Saturday Minhah/weekdays at end of section.

Please note that the Bar/Bat Mitzvah is a Jewish ceremony, held during regular services, fulfilling ritual requirements on behalf of the other Jews in attendance at that service. Congregational policies seek to protect the sanctity of the service while showing respect for the faith commitments of our non-Jewish relatives and friends and finding meaningful and appropriate ways to include them in services. Therefore, all ritual honors (prayers as well as anything relating to the Torah) may be assigned only to those who are considered Jewish according to Conservative Jewish law, i.e., those born of a Jewish mother or those converted with immersion in a mikveh and, for a male, brit milah, and who do not profess another religion. However, there are other significant ways to honor and include the non-Jewish friends and family in your simcha.

### **Including Non-Jewish Family:**

**There are several opportunities for the meaningful involvement of non-Jewish family members and friends in your simcha on the bimah during services.** These include: (1) The presentation of the Tallit before *Shacharit* begins; (2) A special blessing for interfaith parents instead of the traditional “shepartani” blessing prior to the Rabbinic charge; and (3) An optional reading between the conclusion of the Torah service and the beginning of the *Musaf* service,.

Families that include a non-Jewish parent participate in the Friday evening reception line, as do all parents, and can also choose to hold a Saturday morning reception line as a way to greet guests in lieu of participating in the Saturday morning Torah processional. (All these honors are explained in more detail below.)

Please notify the B'nai Mitzvah Coordinator and the Rabbi if you desire to include a non-Jewish family member, or special non-family member, in your celebration. They will work with you to arrange for an appropriate opportunity for meaningful involvement for your loved ones during the sections of the service noted above. In addition, in an effort to make our non-Jewish friends and neighbors comfortable with the experience of this special event in your lives, you may want to explain the service in the special program you prepare. You may also want to speak to the Rabbi in advance about adding more explanation to our services if you are having many non-Jewish guests.

### **Tallit and Headcovering for Guests:**

As a sign of respect, all men should cover their heads with a yarmulke or other appropriate head covering. Jewish men are encouraged to also wear a tallit.

A note is in order on tallit and head covering for girls. While there have always been women in history who wore tallit and tefillin, women traditionally were excluded from these *mitzvot*. Some believe *yarmulke* received its name from the Hebrew words *yarei malkut*, meaning awe of God's sovereignty. Covering our heads in prayer recognizes God as our Creator, Who is above us. The tallit represents God's presence surrounding us with Divine grace and protection, certainly something we wish for all our children.

Synagogue policy holds that in our egalitarian congregation, in which men and women are treated equally in the eyes of Jewish law, women (including girls) are to wear a head covering when coming to the bimah and (for women and post B'nai Mitzvah girls) also a tallit when coming up for an aliyah, reading from or holding or wrapping a Torah. They are encouraged to wear a tallit when coming up for other bimah honors, but are not required to do so. Synagogue policy requires that girls and women who wear tallitot also wear a head covering.

**Please note that headcoverings are also required of all women and girls who intend to ascend the bima for photos as well.**

### **Gabbaim:**

Gabbaim are selected by the congregation. Please do not ask individuals to serve as gabbaim. If you have a particular member of the congregation in mind, you may call the Religious Committee Chair, who is responsible for assigning gabbaim.

### **Floor Manager:**

Every Shabbat morning service has a volunteer serving as the Floor Manager. This individual is responsible for choosing individuals for congregation member reserved honors and for making sure that those assigned honors are in the right place at the right time. It is important to have a family member who can work with the Floor Manager to identify your family and friends who have honors.

The Floor Manager is also there to assist with questions about the service and to serve as a conduit of communication to Rabbi Grossman and Cantor Walters. Prior to the beginning of the service please check in to see who is the Floor Manager that day, as this is also the person who can assist you should some sort of issue arise.

### **1. Tallit Ceremony:**

Many families like to begin services by presenting the Bar/Bat Mitzvah with his or her first tallit. The tallit presentation takes place just prior the beginning of the service because that is the point at which your child is religiously obligated to wear a tallit. For this ceremony, one or both parents, or up to two other significant Jewish or non-Jewish family members and/or friends (e.g., grandparents) may present the student with the tallit and make a brief personal comment (such as the parental charge), offer a reading (either from the selection in this handbook or of your own selection submitted to and approved by the Rabbi), and/or recite the following statement: “May the Presence of the Holy One embrace you whenever you enwrap yourself in this tallit.” (A copy of this reading is available for distribution in the “Prayers and Readings” section of this handbook.) They may then hug and/or kiss the student and are seated. The student waits for the honorees to be seated and then recites the prayer for wearing a tallit plus the *Shehehiyanu* prayer for putting on a new garment.

Presentation of the tallit occurs at 9:25 a.m., before the beginning of the service at 9:30 a.m., to facilitate the smooth running of the services. If you are planning to avail yourselves of this option, please plan to arrive in your seats at the front of the synagogue by 9:15 a.m. You may want to inform your family and/or make note on your invitations of the time you will be making the presentation. **Those who are doubling should refer to Special Notes for Doubles at the end of this section.**

### **2. Open/Close Ark, Remove Torah:**

Up to four people may be assigned to open/close the ark. They need not be related. Children may be assigned this honor if accompanied by an adult.

#### **2A. Take Out Torah from Ark (optional)**

Any adult Jewish friend or family member may be asked to remove the Torah from the Ark before the processional.

### **3. Torah Procession:**

You may assign one (1) person to process (carry the Torah), one (1) person to hold the Torah during the blessings, and one (1) to return the Torah. [A total of three (3)]. **Those who are doubling should refer to Special Notes for Doubles at the end of this section.**

(Women are required to wear a Tallit for these honors).

In the case of days requiring a special Maftir reading (or readings) using two (2) [or three (3)] Torah Scrolls or when the Holocaust Scroll is used, the Congregation will assign the holders, carriers and returner for the additional Scroll(s).

We have a Holocaust Torah that cannot be read from but which is appropriate to bring out when the family has a special connection to the memory of the Holocaust. The presence of the Holocaust Scroll provides a meaningful statement of Jewish continuity and stands as witness for the family members who could not be physically with us because they were lost during the Holocaust. You can request the use of the Holocaust Scroll, which can be carried / held by your honorees. Please note: Use of the Holocaust Scroll does not increase the number of Torah carrying/holding honors reserved for the Bnai Mitzvah family. Additional honors will be assigned by the Congregation.

#### **4. Processional:**

The Torah is led through the congregation twice in the service, once at the beginning of the Torah service when the Torah is taken from the ark, and a second time at the completion of the Torah service as the Torah is being returned to the ark. **The individual carrying the Torah should walk slowly, pausing when necessary, to allow the remainder of the procession to stay close behind.**

Parents (and only parents) may choose from the following options regarding the Torah procession: If both parents are Jewish: one or both parents and Jewish siblings may participate in the procession. If one parent is Jewish: the Jewish parent and Jewish siblings may participate in the procession. In all cases, parents may choose not to participate in the procession. Each procession passes through only half of the congregation. Therefore, parents choosing to participate in the procession are encouraged to participate in both processions, so as to be able to greet the guests and congregants on both sides of the sanctuary. Where one parent is not Jewish, the family can choose to hold a family reception line to greet guests in lieu of participating in the Torah processions. (See 26 below under Reception Line.)

#### **5. Torah Introduction:**

Please write down your child's name and circle the appropriate place to indicate if your child will be speaking about the Torah portion or the Haftarah portion. The Torah introduction will take place immediately following the processional and prior to the calling of the first aliyah. The Haftarah introduction is given after the Torah reading is completed and before the Haftarah is read.

#### **6. Aliyot:**

**Below are the general guidelines for the seven *aliyot*, plus the maftir *aliyah*, that take place on Sabbath morning over the Torah: (Please note: The family has the honor to assign four (4) aliyot: usually the last three (3) aliyot in addition to the aliyah for the Bar/Bat Mitzvah student - i.e. the Maftir aliyah.)** (Families who are doubling or who are Cohanim or Levi'im should speak to the B'nai Mitzvah Coordinator about available honors).

(1) The first *aliyah* goes to a Cohen (male or female).

(2) The second *aliyah* goes to a Levi (male or female).

(3) The third *aliyah* traditionally goes to the most honored person in the congregation who is an Israelite (i.e. not a Cohen or Levite).

(4) If you have a family of Cohanim, the first, fourth and seventh *aliyot* (and Maftir) may go to Cohanim. Spouses who are not Cohanim may accompany a Cohen for a Cohen *aliyah*. However, a Cohen may not accompany an Israelite or Levite for his or her *aliyah*, except in one of the approved Cohen *aliyot* slots, because one may go up in status but not down. A Cohen may not fill any other *aliyot* even if accompanied by a non-Cohen. (*Note: The first four aliyot are usually reserved for congregational use - except for Cohanim and Levi'im families - to accommodate congregational needs for such religious obligations as baby naming, aufruf, yahrzeit, sheloshim, benching gomel; for celebrations such as B'nai Mitzvah anniversaries, wedding anniversaries, and to accommodate other congregational needs.*)

Most families will be honored with *aliyot* 5, 6, 7 and Maftir for the Bar/Bat Mitzvah student. Families of Cohanim and Levi'im may be honored with *aliyot* appropriate to their lineages: for Cohanim: *aliyot* 1, 4, 7, for Levi'im: *aliyot* 2 and either 5 or 7, or where possible, *aliyot* 2, 5, Akhron. See discussion below.

(5) If you have a family of Levi'im, the second, fifth OR seventh, (and Maftir) *aliyot* may go to Levi'im. Spouses who are Israelites may accompany a Levite for a Levite *aliyah* (but a Cohen spouse takes precedence and so the Levi must take the Cohen slot with the Cohen spouse because one may go up in status but not down). Except as above, a Levi may not fill any other *aliyot* even if accompanied by a non-Levi. It is sometimes possible to split an existing triennial *aliyah* to add an additional *aliyah*, called Akhron, to accommodate an additional Levite *aliyah*.

Unfortunately, the triennial Torah reading, which shortens the service, sometimes makes it difficult to provide such an extra *aliyah* because every *aliyah* must contain a minimum of three verses. If making an Akhron is possible, the second, fifth and Akhron (eighth) *aliyot*, (and Maftir) may go to Levi'im. Please speak with Rabbi Grossman as soon as possible to ascertain if such a break down is possible for your date. (Please note that where Akhron is possible, the family is still honored with three *aliyot* plus Maftir).

(6) For all *aliyot*: Only married couples may share an *aliyah*; other relatives, parents and students and siblings may not (except in the case of twins celebrating their Bar/Bat Mitzvah). The most common practice is to assign *aliyot* to individuals (one person per *aliyot*). Engaged couples may only share an *aliyah* when they are called up for the purposes of Auf-Ruf – the pre-wedding blessing.

(7) The seventh *aliyah* usually goes to the Bar/Bat Mitzvah parents, except in cases of doubling. Parents otherwise eligible for an *aliyah* also have the option of assigning this *aliyah* to one of their honorees. Parents are still able to come up to the bimah for their child's *aliyah* to recite the parental blessing.

(8) The Maftir *aliyah* goes to the Bar/Bat Mitzvah student (even if a Cohen or a Levi) **except for those who are doubling**, in which case the seventh (7<sup>th</sup>) and Maftir *aliyot* go to the Bar/Bat Mitzvah student. For minhah, which only allows one *aliyah* each for Cohen, Levi and Israelite, twins or siblings celebrating their B'nai Mitzvah may share an *aliyah*.

(9) Friends who are members of Beth Shalom Congregation can be placed on a "waiting list" for an *Aliyah* and will be granted one if there are no other congregational needs which include (in order of priority): a) A member observing a Yahrzeit; b) A member completing the Sheloshim (30 day) period of mourning; c) A member benching Gomel (a special blessing for one who has recovered from a serious medical condition or returned from a long journey); d) A member celebrating a birthday,

wedding anniversary or the anniversary of becoming Bar/Bat Mitzvah; e) Special guests of the congregation.

To avoid unnecessary embarrassment to those having *aliyot*, please urge them to review the blessings to the Torah well in advance. (A copy of the words, with transliteration are included in this guide for your convenience). There will be a card on the Torah Reader's desk with the blessings in Hebrew and in English transliteration. You may want to offer non-reading honors to those you wish to honor who cannot read Hebrew. The Gabbaim will gladly help any guests once they are up on the Bimah for their honor.

### **7: Optional Parental Address**

A parent is welcome to address his or her child on this special day to congratulate the child and to encourage continued Jewish involvement and learning. This address may be no longer than 1 minute and must be approved by the Rabbi in advance of the ceremony date.

### **8. Sheptarani (Parental Blessing):**

Following the student's *aliyah*, Jewish parents will recite a special blessing over the Bar/Bat Mitzvah student in Hebrew and in English signifying that the student is now directly responsible to God for his/her observance of the *mitzvot*. This blessing does not exempt parents from responsibility for the student's continued Judaic or secular education (i.e. that college fund), nor from other modern parental duties, such as providing shelter, guidance and encouragement, and carpooling.

Interfaith parents may choose either of the below options that is most meaningful for them:

1. The interfaith couple may recite the "Interfaith Parents Blessing" (included in the Prayers and Readings section of this guide) after the Torah Scrolls are returned to the Ark, before the Rabbi's charge. (XVIIA)
2. The Jewish parent can recite the shepartani prayer (VI) and the non-Jewish parent can recite an optional reading before the Rabbis Charge (XVII)

Both of these options take place on the Bima.

### **9-10. Torah Reading:**

On a normal Sabbath, the Torah reading is broken up into seven (7) *aliyot* plus *Maftir*. While the Bar/Bat Mitzvah student learns to read Torah as part of his or her training, a growing number of parents are also learning how to read Torah trop along with their student, planning on participating in the Torah reading. In some families, other family members or friends also know how to read Torah trop.

All Torah readers must either be already approved Beth Shalom Torah readers or be approved in advance by Cantor Walters. In order to protect the sanctity of the Torah and to present the proper

message of Torah study to the student, all Torah readers must know how to read the Torah trop (cantillation). Your student's tutor may help you learn the trop. Cantor Walters also offers Torah reading classes on a regular basis.

**A wonderful way to include congregational friends or classmates (who have already become Bar/Bat Mitzvah) on your special day is to invite them to read Torah.**

Please contact Cantor Walters at least two months prior to the Bar/Bat Mitzvah if you will be having a Torah reader who is not a member of Beth Shalom. A Torah reader, not previously approved by Cantor Richard Walters, who wants to read Torah at a Bar/Bat Mitzvah must be approved by Cantor Walters no later than fifteen (15) days prior to the Bar/Bat Mitzvah. The potential reader will not be allowed to read if he or she does not contact the Cantor and receive approval not later than fifteen (15) days prior to the Bar/Bat Mitzvah. It is the potential reader's responsibility to contact the Cantor. This may be done over the phone at a time of mutual convenience. Approval by your tutor is not an acceptable substitute for approval by Cantor Walters.

While Beth Shalom has a group of skilled Torah readers, there is always room for additional readers. Therefore families may fill as many Torah reading slots as they would like. Learning to chant Torah along with your child is a great way to bond over the experience of learning together as is encouraging older siblings to renew their learning of Torah reading for a younger sibling's Bar/Bat Mitzvah. Additional family members and friends who have the ability to read Torah are also welcomed to read as well.

Please be sure to set your Torah readers at least 2 months in advance so that the congregation's Torah Coordinator has time to fill the remaining places for that Shabbat's Torah reading. Do not feel obligated to cover all the Torah readings for your Bar/Bat Mitzvah; the congregation has skilled readers who can fill in the additional readings.

Please have your tutor contact Michael Tow, our congregation's Torah coordinator, two months prior to the Bar/Bat Mitzvah to notify him how many Torah readings you would like to use during your special day and how many are free for the rest of the congregation. (Women are required to wear Tallit to read or receive Aliyot to the Torah).

### **11. Lifting the Torah (Hagbah):**

We are sure you share our concern to safeguard the sanctity of the service and the safety of our Torah Scrolls. No one would want to see a Torah Scroll ripped because of unintentional poor handling, nor would we want to fast for the requisite forty (40) days if a Torah Scroll were to be dropped. Due to an increasing number of near mishaps in recent years, the Religious Committee has decided that the Floor Manager will now assign Hagbah only to those who are known to be expert at Hagbah (lifting.) If you would like to request a specific Congregant who regularly serves as *magbiah* (a person who lifts the Torah) you may submit your request to the Religious Committee Chairperson. (Women are required to wear Tallit for this honor). Members who would like to learn how to do Hagbah can contact the Hagbah coordinator for a brief lesson and approval.

A non-member may request the Hagbah honor but must physically lift the Torah before the B'nai Mitzvah date in front of a Religious Committee member.

### **12. Dressing the Torah (Golel):**

This honor may be given to any Jewish adult. If necessary, a frail family member may be accompanied by another Jewish adult to provide assistance. (Women are required to wear Tallit and a head covering for this honor.)

**13. Holding the Torah for Prayers for the Country and Israel:**

The family may assign one Torah holder for these prayers. In the case of having more than one Torah due to a special Maftir, or when the Holocaust Torah is being used the family can decide which Torah Scroll is held by their honoree and the Congregation assigns the holding of additional Scrolls. (Women are required to wear Tallit and a head covering to hold the Torah). Please note that on a Shabbat preceding the New Month a special blessing for the New Month is recited at this time, extending the amount of time a Scroll may need to be held.

**14. Prayer for Our Country:**

This statement of Jewish allegiance to the host country has been recited in similar ways by Jews for almost two thousand years. Up to three (3) Jewish adults may recite this English prayer. The congregation will recite the prayer along with the reader(s).

**15. Prayer for the State of Israel:**

This prayer recognizes our concern for the Jewish State. It is recited in Hebrew only. Please make sure the honoree(s) practices the Hebrew carefully as the Hebrew vocalization is difficult even for Israelis. The congregation will recite the prayer along with the reader. This honor may be given to one or two individuals.

**16. Ashrei:**

In response to a growing concern about encouraging our students to feel confident in reciting Ashrei, B'nai Mitzvah students will be expected to recite Ashrei at their simchas unless they would like to delegate that honor to one or more of their Jewish siblings or another Beth Shalom congregational student. If no student or siblings are available a classmate may be chosen to be honored. Other young relatives are permitted to share Ashrei **only** if co-led with the Bnai Mitzvah child or classmate (not a younger sibling of the B'nai Mitzvah). Anyone leading Ashrei must do so by reading the Hebrew (not transliteration) to emphasize the commitment to Jewish learning and protect the sanctity of the service. Your student's tutor may be able to assist in preparing younger siblings for this honor. Beth Shalom students and siblings must be checked by the celebrant's tutor no later than 30 days prior to the simcha. The tutor is then responsible for informing the B'nai Mitzvah Coordinator that the assigned student/sibling is acceptable.

**17. Carrying the Torah for the Torah Procession: (Refer to Section 3 above)**

**18. Open/Close Ark: (Refer to Section 2 above)**

**19. Processional: (Refer to Section 4 above)**

**20. Return Torah to Ark (optional)**

Any adult Jewish friend or family member may be asked to place the Torah back in the Ark following the second processional.

## **21. Optional Reading:**

Immediately preceding the Rabbi's Charge to the Bar/Bat Mitzvah, up to four (4) non-Jewish family members or friends may be honored for their special role vis a vis the Bar/Bat Mitzvah. The family may select one (1) reading from the selections included in this handbook, or submit their own selection to the Rabbi for approval, no later than eight (8) weeks prior to the simcha. On one of your appointments with Rabbi, at least 4 weeks before your Simcha, please give a copy of your reading to the Rabbi's assistant.

Non-Jewish family and friends may be accompanied by Jewish family and friends.

## **22-23. Optional Interfaith Parents' Blessing:**

In order to provide an opportunity for interfaith parents to stand together on the bima to bless their child, interfaith parents can choose to recite the "Interfaith Parents Blessing" over their child before the Rabbi's charge. If chosen, this takes the place of the option of the Shepartani Parental Blessing recited by the Jewish Parent, and can be preceded by parental remarks as described above (6) of up to one minute.

## **24. Ein Keloheinu:**

You may designate several Jewish children from among your family and friends to be called upon to join the congregational children in leading this prayer. Please list them by name and relation on your honor form.

**25. Adon Olam:** Our Beth Shalom B'nai Mitzvah class traditionally leads this prayer.

## **26. Reception Line:**

Friday night, the Bar/Bat Mitzvah student and his or her parents (Jewish and non-Jewish) are invited to join Rabbi, Cantor, and officers on the reception line leading into the Oneg refreshments following Friday evening services.

Saturday morning, where the Bar/Bat Mitzvah family does not participate in the Torah procession, the family may choose to hold a family reception line, including all members of the immediate family, following Saturday morning services. Guests may choose to proceed through the reception line or move directly to the luncheon/dessert area, since Kiddush and HaMotzi will have already been recited from the bimah.

**27. Other Family members who are Beth Shalom Members:** Please list any members of your family (grandparents, aunts/uncles, cousins) who are also members of Beth Shalom.

**28.** Please designate a person to help the Floor Managers find your honorees during the service. A list with pictures has been provided by some families in the past and can be very helpful.

### **Other Special Notes:**

Once students have mastered all of Shacharit (including at least the Hechi Kedusha), they can choose to prepare to lead Kabbalat Shabbat and/or Maariv during Friday evening services. All students are encouraged to lead Friday night Kiddush.

Students are also encouraged to learn the full Shacharit Amidah and Musaf and P'sukei D'zimra and lead them for their service but only once the student has mastered the rest of Shacharit and the Torah Service.

Qualified students are invited to volunteer to lead the entire Friday night or Sabbath morning service when the Cantor is on vacation, or to learn the weekday service and volunteer to lead morning, afternoon or evening services. Qualified students may volunteer to lead the Sunday minyan preceding or following their B'nai Mitzvah.

Please ask your child's tutor if your child will be reciting the Half Amidah (through p.116) or reciting the Full Amidah repetition (including pp.117-120). Mark the top of your Honors Form accordingly. Please note that beginning in 2010, the order of preparation has shifted so that students learn the prayers closest to the Torah Service first (rather than last as in previous years). See the Cantor's expectation schedule for more details.

### **Saturday Minhah/Weekday:**

Please speak to your Bat/Bat Mitzvah coordinator to receive the honors form specific to your service. What is done and the order are different than the Saturday morning service. The Honors sheets explain the order and what honors are available.

### **Saturday Minhah Families:**

Walking the Rabbi to and from the Synagogue is the newest honor the families have been given who are having a Saturday Mincha Service.

The family will be responsible for finding a congregational friend, relative or guest to walk the Rabbi. The "escort" will be permitted to park at the home of the Rabbi located at 6525 Freetown Road. The escort must arrive 30 minutes prior to the start of the service in order to leave the Rabbi's home on time. The walk takes approximately 10-15 minutes. The escort will then walk the Rabbi back to the home after the completion of the service.

### **XXIII. Other Options:**

#### **Twinning:**

This Handbook includes information about various twinning programs available to add meaning to your day. For example, it is possible to twin with a special needs or poor child in Israel, a Righteous Gentile who saved Jews in the Holocaust, or with a child who perished in the Holocaust. Please notify Rabbi Grossman if you plan to avail yourselves of any of these, or other, twinning opportunities so she may acknowledge them accordingly.

### **XXIV. Special Notes for Doubles:**

Some special coordination becomes necessary when celebrating a shared, Double B'nai Mitzvah between unrelated students. The guidelines below are designed to help you envision how the day will flow smoothly while honoring both families' special simcha. Please speak to your B'nai Mitzvah coordinator in order to work out details for doubling with a sibling.

**Presentation of the Tallit:** Services for Doubles will begin five (5) minutes earlier at 9:20am (instead of 9:25am) to allow for the participation of both families. Both students and their family designees will be present on the bimah at the same time, standing near the reader's table. The designated tallit presenters for both families will make their presentations to the students one after the other, based on the Hebrew birth day order of the students. Following both presentations, the loved ones hug and kiss the students and are seated. The students then recite the blessings together, don their tallitot and together recite the Shehehianu prayer marking this special occasion.

**Open/Close Ark, Remove Torah, Torah Procession:** The family of the student who is reciting the opening part of the Torah service will assign the honors for opening and closing the ark and carrying the Torah in the processional for taking the Torah out of the ark. [Note: If there is more than one (1) Torah Scroll, the Congregation will assign the Torah carrier(s) for the extra Torah Scroll(s).] (Women are required to wear Tallit to carry the Torah.)

**Processional:** Jewish parents of the student leading the opening part of the Torah service may process.

**Aliyot:** Each doubling family will receive a total of three (3) aliyot - the student's aliyah plus two (2) additional aliyot. Please contact your B'nai Mitzvah Coordinator, as soon as possible if you are a Cohen or Levi family and are doubling.

The student receiving the Maftir aliyah will read the first (1<sup>st</sup>) half of the Haftarah and the student receiving the seventh (7<sup>th</sup>) aliyah will read the second (2<sup>nd</sup>) half of the Haftarah. Both students should prepare the entire Haftarah reading and both the opening and closing blessings. To ensure this, the actual assignment of aliyot will not be determined by Cantor Walters until two (2) weeks before the final rehearsal.

**Joint Sheptarani (Parental Blessing):** The parental blessing is recited by both sets of Jewish parents(s) immediately following the second student's aliyah, regardless of whether or when the Jewish parent(s) have an aliyah. Parents may remain on the bimah, standing on the side, until their student's Aliyah and the Sheptarani blessing. Interfaith parents have the option of the "Interfaith Parents' Blessing" described above.

**Torah Reading:** Each family may assign up to three (3) Torah readings (including the reading chanted by the child.) The Torah reading assignments will be distributed to the families by Cantor Walters. (Any Torah reading not utilized by either family will return to the Torah Coordinator for distribution, as with non-doubles.) (Women are required to wear Tallit to read or have an aliyah to the Torah.)

**Dressing the Torah (Golel):** Each family may assign one (1) individual for the honor of Gelilah (dressing) of the main Torah. (Women are required to wear tallit for this honor.)

**Holding the Torah for Prayers:** For the sake of equity, and to provide an opportunity for

Congregational participation when a larger than usual number of aliyot are taken by the families because of doubling, the Congregation will retain the honor of holding the Torah for prayers. (Women are required to wear tallit for this honor.)

**Prayer for Our County:** Each family may assign up to two (2) individuals to share in the recitation of this prayer in unison.

**Prayer for the State of Israel:** Each family may assign up to two (2) individuals to share in the recitation of this prayer in unison.

**Ashrei:** If at least one of the families has a sibling eligible to recite Ashrei, the B'nai Mitzvah student of the other family will not be assigned Ashrei. Only B'nai Mitzvah and siblings will lead Ashrei during twin services.

**Open/Close Ark, Replace Torah, Torah Recessional:** The family of the student who is reciting the returning part of the Torah service will assign the honors for opening and closing the Ark, and carrying the Torah in the recessional. [Note: If there is more than one Torah, the Congregation will assign the Torah carrier(s) for the extra Torah Scroll(s).] (Women are required to wear tallitot to carry the Torah.)

**Recessional:** Jewish parents of the student leading the service to return the Torah may join the recessional.

**D'var Torah/Haftarah:** One student will write and present an introduction to the Torah reading. The other student will write and present an introduction to the Haftarah reading. The order is to be determined by the agreement of the students in consultation with Rabbi Grossman and Cantor Walters.

**Optional Reading for only Non-Jewish Core Family Members:** Each family may invite two (3) non-Jewish core family members to read a special selection to the student. The family core members are parents, siblings, grandparents, aunts or uncles. If both families have non-Jewish core family members and want to avail themselves of this option, both families representatives will stand together and present their remarks serially to the students in order of the student's Hebrew birth dates, as at the Tallit Ceremony.

**Rabbinic Charge:** The students will stand together to be charged by the Rabbi who will address them together and separately.

**Twins and Siblings:** For twins and other siblings, some different procedures may apply. Please consult with the Rabbi for clarification. This applies to triplets or larger multiples as well.

*Rabbi Grossman, Cantor Walters, our Religious Committee, synagogue and Religious School staff look forward to working with you as you and your student plan for this special day. Please feel free to contact us at any time with any questions you may have.*

***MAZEL TOV!***