

Parent Handbook

Temple Emanu El Religious School

An Association of Reform Jewish Educators Accredited School

5778-5779

2018-2019



Temple Emanu El Religious School

4545 Brainard Road ✧ Orange Village, Ohio 44022

School Office 216/454-1214 ✧ Fax 216/454-1305

www.teecleve.org

בְּרוּכִים הַבָּאִים - Welcome!

We hope that the summer has been safe and enriching.
We look forward to welcoming you and your family back to Religious School this fall.

The partnership between home and school:

You are your child's first Jewish educator. We thank you for trusting us to be your partner in this sacred purpose. At TEE, we strive to provide the best Jewish education possible for your children and believe in strong family links with our program. Throughout the year, you will be invited to participate with your children in worship services and programming. We hope that you will take advantage of these family opportunities.

We want to keep the lines of communication open and available between your home and our school. It is our hope that you will never hesitate to contact us for questions, updates, or concerns.

<p>Marla Wolf, Education Director, 216-454-1214; mwolf@teecleve.org Beth Mann, Youth and Family Program Director, 216-454-1220; bmann@teecleve.org</p>
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Sundays (Grades K – 6):

9:30 a.m. - 12:00 p.m.

Parent-Child Hebrew 11:10 a.m. - 12:30 p.m.

Choir (Grades K-6): 9:00 a.m. - 9:25 a.m.

Mondays (Grades 7-12):

6:30 - 8:30 p.m.

Midweek Hebrew

4:00 - 5:45 p.m.

Tuesday (Grades 3-6)

TEE Religious School Philosophy

Reform Judaism is founded on informed choice and is viewed as a way of life based on ethical and spiritual *Mitzvot* that deepen Jewish experience and knowledge. We help students in making informed choices so that they can develop a sense of Jewish identity that will infuse their lives with love of God, study of *Torah* and identification with the Jewish people. Education at Temple Emanu El is considered to be a life-long process that emphasizes the partnership between parents, synagogue and school. We believe that the success of our students is dependent upon parental support and participation.

We will make every attempt to keep you informed about Religious School programs, what is happening in your student's classroom and any schedule changes.

Please make sure to read the Religious School section of the **TEEMail** each week for these updates, as well as the End of Month emails, for information about what your student is learning in class.

Please see the Temple Emanu El Religious School Calendar for all program dates and times.

A word about TEE's Vision for Jewish Living and Learning and the Learning Congregation Committee (LCC)

TEE's *Vision for Jewish Living and Learning*, developed by the members of the LCC and adopted by the Board of Trustees, is a statement meant to frame all of our educational efforts.

The Learning Congregation Committee (LCC) is a group of congregants who serve for a period of three years to work with staff to set policies, to provide oversight, to engage in strategic planning, and to advocate for educational opportunities reaching TEE congregants ranging in age from preschool through adulthood.

Religious School is one of the LCC's major areas of interest. We welcome your comments and suggestions and we promise to take your ideas seriously as we continue to implement our *Vision of Jewish Living and Learning* at Temple Emanu El.

Our Vision for Jewish Living and Learning

Temple Emanu El is a welcoming community that encourages and challenges learners of all ages, abilities and backgrounds to discover the spiritual, religious and cultural treasures of our tradition. We strive to create an inviting educational environment in which everyone can comfortably participate. We cherish life-long Jewish learning as a pathway to becoming Jews who:

- Seek a deeper understanding of God and our own spirituality to create meaning and infuse holiness into life's journey.
- Engage in the study of *Torah*, Jewish texts and literature to discover and apply their profound wisdom.
- Embrace עברית *Ivrit* (Hebrew) as the sacred, living language of our people.
- Nurture meaningful connections to ארץ ישראל *Eretz Yisrael* as our everlasting homeland and the realization of the Zionist dream.
- Study and learn our history to better appreciate our Jewish past, understand our present and shape our Jewish future.
- Observe life cycle events together and joyously celebrate Shabbat, Holy Days and festivals.
- Draw closer to each other and to God through תפילה *T'filah* (prayer), music, ritual, and tradition.
- Incorporate Jewish values and מצוות *Mitzvot* into our daily lives as we embrace today's diverse society.
- Partner with God by engaging in תיקון עולם *Tikkun Olam* to make the world a better place.
- Experience the enriching joys and inspiring challenges of belonging to Temple Emanu El, the Cleveland Jewish community and כלל ישראל *K'lal Yisrael* (the Jewish people).

Derech Eretz Policies

Temple Emanu El Religious School is a *Beit Mikdash*, a “sanctuary,” as well as a *Beit Midrash*, a “house of study.” Our children must know that they are in a safe environment to study, worship, learn, and play. As a Jewish school, our environment is shaped by adherence to the behavioral values of our tradition, known as *Derech Eretz*. **While some of the information below pertains primarily to parents, we ask that you share all information for students with them, before their first day of Religious School.**

Attitude: Students are expected to exhibit respect for the rights and dignity of fellow students, teachers and administrators, and the synagogue building. Teachers will return this respect in kind, to their students.

Attendance: Prompt and regular attendance is a key component to insuring success for your student. Please help by having your children arrive **on time** in order to be seated when class begins. If your child needs to leave early, we will need a note from you and you must come into the building to let either the teacher or Education Director know that you are taking your student. For students in our Monday evening program who drive themselves, we must receive parent permission for students to be dismissed early. Please use restraint in determining what occasions necessitate early dismissal. If your child is absent, please call the office (216/454-1214) and we will inform the appropriate teacher. If there is a reason that your student has a long-term absence we ask you to make arrangements with our school staff so the student can make up assignments they have missed.

Dress Code: We believe that the way we dress expresses our community standards and our self-esteem. Our school values respect for the Temple and its religious ideals. Because we have *T’filah* (worship) on Sunday morning, we advise students to dress appropriately. Message tee shirts, sweatshirts, clothes exposing the midriff and torn clothing are not acceptable. Students' dress for weekday classes is to be in accordance with his/her secular school's dress code.

Discipline Procedure: In the rare event that a student is unable to adhere to our expectations, the following steps will be taken:

1. The teacher will create an opportunity to speak quietly and privately to the student and record the inappropriate behavior.
2. If the problem reoccurs, the student will be escorted to the school office. The Education Director will speak to the student, focusing on what is appropriate behavior.
3. We would hope that Steps 1 and 2 will prevent any further incidents from occurring, however, should issues persist, the Education Director or the teacher will contact the child’s parents to discuss the inappropriate behavior and any further action.
4. If the offense involves physical or emotional harm or injury to persons or property, parents will be called immediately to pick up their child and schedule a conference.

Effort: Because education can only be successful with an adequate amount of effort, participation in class activities and completion of all assignments are expected of each student. The teachers or administrators will meet with parents and students who fail to conform to the standards of effort and achievement in order to assist each child in meeting this requirement.

Phones/Electronics: Cell phones and other electronics **MUST** be in the SILENT MODE or turned off during class time. Phones/electronics may only be used during break or before and after school hours. Any student that doesn’t adhere to this policy will be asked to leave his/her phone in an open bin/basket on the teacher’s desk. Some teachers will collect all phones/devices to leave in these containers during class. If this occurs a second time, the student will need to retrieve their phone/electronic device from the Education Director. If there is a third infraction of this rule, the parent must retrieve the phone/electronic device from the Education Director.

Important Information

Curriculum Information: For an up-to-date and detailed description of our curriculum, please see our website: www.teecleve.org/education

Dismissal: At the conclusion of Religious School, all parents with children in Grades K-2 must come into the building and accompany their children back to their cars. Older children can be picked up at the front entrance; however UNDER NO CIRCUMSTANCES WILL OUR STUDENTS BE ALLOWED IN THE PARKING LOT UNATTENDED. If for any reason students need to be picked up from class early, parents must come into the classroom to get their students. Students will not be allowed to leave the classroom early unattended. For students in our Monday evening program who drive themselves, we must receive parent permission for students to be dismissed early.

Emergency Closing Procedure: The decision to close Sunday Religious School is done by 7:45 am, the decision to close Monday night TEEEn *Koliel* is done by 2:00 pm and the decision to close Midweek Hebrew is done by 1:00 pm. In the event of a school closing, you will be notified via email, our mass texting system (if you have signed up to receive this service), TEE’s Facebook page and local TV stations.

T'filah Credits:

- **We encourage all students in PreK – Grade 2 to attend 4 worship services per year**, not including *Rosh Hashanah* or *Yom Kippur*. These *T'filot* have to be either at Temple Emanu El or as part of a Temple Emanu El sponsored event.
- **We encourage all students in Grades 3-7 to attend 6 worship services per year**, not including *Rosh Hashanah* or *Yom Kippur*. **FOUR** of these *T'filot* have to be either at Temple Emanu El or as part of a Temple Emanu El sponsored event.
- **We encourage all students in Grades 8 – 12 to attend 3 worship services per year**, not including *Rosh Hashanah* or *Yom Kippur*. These *T'filot* have to be either at Temple Emanu El or as part of a Temple Emanu El sponsored event (such as a class trip).

Tzedakah: *Tzedakah* contributions are collected weekly. Each class votes on where they would like to donate their *tzedakah*. In addition, your child has the opportunity to participate in Jewish National Fund, Jewish Welfare Fund, and collection drives. Parents are encouraged to help their children understand the concept of *tzedakah*.

Tikkun Olam/Community Service Opportunities: Throughout the year, TEE provides students with meaningful *Tikkun Olam* opportunities. These programs allow students to participate with their families, classmates and friends in repairing our world.

A Gift of Israel, Israel Incentive Savings Program:

- Students in Grades PreK - 7 are eligible for "A Gift of Israel," the Israel Incentive Savings Program. This voluntary savings plan contributed to by parents, the Jewish Community Federation and Temple Emanu El, encourages parents to send their children to Israel.
- Approved trips may be taken between the end of Grade 9 and age 26. Temple Emanu El feels strongly that this experience is a valuable part of your child's Jewish education.
- Parents contribute \$25 the first year and \$125 per year for a seven year period*, the Jewish Community Federation contributes \$100 per year, and Temple Emanu El contributes \$50 per year. Through the generosity of the Amster family, each participant receives an additional \$100 upon registering for the program. Your contribution is refunded if your child does not take a trip.
- To enroll, or if you have any questions, call Maya Groys at the Jewish Education Center of Cleveland (216-371-0446) or contact the Education Director.

* Fourth, fifth, sixth and seventh grade students can use a catch-up clause to meet the program requirements.

Adult Education Opportunities: We encourage you to review the Adult Education brochure. Please pick a class or two of interest and contact the Education Assistant to register for the classes you would like to attend!

Camp & Israel Trip Scholarships: Temple Emanu El has long been an advocate of providing our students with Jewish experiences outside the classroom. We have always encouraged summer attendance at overnight Jewish camps and/or trips to Israel to help reinforce your children's Jewish identity and to broaden their Jewish education. A number of families in our congregation have made generous provisions for camp and Israel trips. If you require financial assistance - provided you have been a member in good standing for the past three years - you may apply for a scholarship. Forms are due by February 1, 2019. Please contact Beth Mann with any questions about these scholarships at 216-454-1220 or bmann@teecleve.org.

Choir Performance Schedule (Grades K - 6): Choir students will be asked to perform at all Friday Nite *Chai* Services as well as several community events throughout the year. The Cantor will inform all parents and choir students of these dates.

Israel Bonds: Temple Emanu El offers an Israel Bond Matching Bond Program to the parents of each Bar and Bat Mitzvah child. If the family invests in an Israel bond of \$100 or more, TEE gives the child a \$100 Israel bond as a gift. For more information contact the TEE office or Israel Bonds at 216-454-0180 or cleveland@israelbonds.com.

Library: The Temple Emanu El Library has books and videos for all age groups. The library is open during Religious School hours on Sunday. All Religious School students will have opportunities to borrow library materials throughout the school year.

Religious School Fees: Temple Emanu El views the education of its students as a sacred responsibility and privilege of temple membership. As such, congregational dues supplement the 42% shortfall between school fees collected and the actual costs of educating our children. Please help us maintain the high quality of your children's education by submitting all school fees when due.

Requisites for Becoming a B'nai Mitzvah: To be eligible for B'nai Mitzvah, students must be enrolled in our Religious School program, including both Midweek Hebrew and weekend classes for a minimum of three years, or attend an approved equivalent, through the Grade 7. Students new to the Religious School or with special needs will be evaluated by the Cantor prior to having a

date assigned. *B'nai Mitzvah*, however, does not mark the conclusion of a young person's religious education at Temple Emanu El. All students must complete Grade 7. Following Grade 7, all students are expected to continue their Jewish education through our high school program.

It is the policy of Temple Emanu El that the account of any member using the temple and its facilities must be in good standing. Final confirmation of any arrangements made may be withheld unless all dues, fees and assessments are paid up-to-date.

Support our School: In an effort to keep Religious School fees reasonable and affordable, many of our programs are made possible through generous donations to our Religious School funds and by the Friends of the Temple Emanu El Religious School. We are grateful for your continued support.

If you would like to make a donation or become a Friend of the Temple Emanu El Religious School, please contact Ina Yablonsky (216-454-1217; iyablonsky@teecleve.org) or visit <http://www.teecleve.org/contact-us/donate-today.php>. Donations can be made in memory of a loved one, in honor of a *simcha*, in support of a program, and/or in appreciation of a teacher.

Youth and Family Education **Beth Mann - bmann@teecleve.org**

This work is funded through the Jewish Community Federation of Cleveland's Fund for the Jewish Future and is supported through the educational resources of the Jewish Education Center of Cleveland.

We recognize that family is the primary educator of any student. As such, in order to best learn and live Jewishly, we must work in partnership between your family, the school and synagogue. Through family education, we hope to create wonderful Jewish memories that your family will have forever. Family education in the Religious School is presented by age group. These family education opportunities include:

- *Tikkun Olam* Family Programs
- Consecration Family Program (Grade 1/New Grade 2-4 students)
- Congregational Retreat
- "Our Journey Continues" Grade 6 Family Program
- Crossing the Bridge Grade 6 Family Program
- Last Day of School Programming

We also recognize that social connections are a large factor in creating lasting involvement in Jewish life for our young people. Temple Emanu El encourages long lasting friendships and provides many opportunities for leadership in Reform Judaism. This leadership building starts in the Grades 5 & 6 with our *Gesher* youth group, which focuses on building *Kehillah* (community). The focus for the Grade 7 & 8 Junior TEEEn *Kolel* youth group is building leadership skills, as well as more in-depth programming.

The Senior TEEEn *Kolel* youth group program (TEMTY) is integrated within the high school program. Teens will participate in programs that emphasize social activities, social action projects, informal Jewish education and religious experiences during the Religious School hours on Monday evenings. It provides teens an opportunity to meet and socialize with other Jewish teens locally, regionally and nationally. The activities are youth planned and led including the planning of our congregation's *Purim* Carnival.

Sunday Religious School Schedule (Grades K - 6)

Grades K-2

9:00 Choir Students Arrive
9:30 All Students Arrive
9:30 - 9:55 Class Time
10:00 - 10:15 *Kehillah* (Community Time - snack, *Havdallah*, *HaTikvah*, etc)
10:20 - 10:45 *T'filah* in the Sanctuary with the Rabbi and the Cantor
10:50 - 12:00 Class Time
12:00 Dismissal

Grades 3-6

9:00 Choir Students Arrive
9:30 All Students Arrive
9:30 - 9:55 *T'filah* in the Sanctuary with the Rabbi and the Cantor
10:00 - 10:15 *Kehillah* (Community Time - snack, *Havdallah*, *HaTikvah*, etc)
10:20 - 11:10 Period 1
11:10 - 12:00 Period 2
11:10 - 12:30 Parent Child Hebrew (for those families enrolled)
12:00 Dismissal

Monday TEEn *Kolel* Schedule

Grades 7-12

6:30 - 6:50 - Dinner / *Kehillah* / Youth Group activities and announcements
6:50 - 6:55 - Transition to Class 1
6:55 - 7:40 - Core Class (Grade Level)
7:40 - 7:45 - Transition to Class 2
7:45 - 8:30 - Contemporary Topics (elective classes that changes approximately every seven weeks)

*Please note, Grade 12 students are required to attend Senior Seminar, once a month, from 5:45-6:55 pm. See the calendar for specific dates.

Midweek Hebrew Schedule

Tuesdays (Grades 3-6)

4:00 Arrival
4:00 - 5:45 Class Time
 o School wide *T'filah* from 5:30 - 5:45 pm
 o Once a month *Rosh Chodesh T'filah* from 5:00 – 5:45 pm
 o Group Holiday Programs throughout the year
5:45 Dismissal

Hebrew Tutorial (available for Grades 3-6)

TEE offers a special supportive Hebrew program called "*K'riat B'Yachad*," Reading Together. Students who require extra help in their Hebrew decoding skills will receive private lessons. The classes will take place on a scheduled basis worked out with tutor and family. For more information, please contact Marla Wolf.

“Train up a child in the way he should go:
and even when he is old he shall not depart
from it.”

Proverbs 22:6

Marla Wolf, Education Director
Steven L. Denker, Rabbi
Daniel A. Roberts, Rabbi Emeritus
Richard D. Lawrence, Cantor
Renee Higer, Executive Director
Beth Mann, Youth and Family Program Director
Leanne Eisner and Pam Richards, Co-Chairs, Learning Congregation Committee

Member of the Union for Reform Judaism
Affiliated with the Jewish Education Center of Cleveland