

# SCHOOL HANDBOOK 2019-2020 / 5780

CONGREGATION TIFERETH ISRAEL



בית-ספר  
Samuel M. Melton  
Religious School

# CONGREGATION TIFERETH ISRAEL SAMUEL M. MELTON RELIGIOUS SCHOOL

Elementary School (K - 7th Grade) & Hebrew High School (8th - 12th Grade)

## **We gratefully acknowledge the generous support of:**

The Tifereth Israel Foundation  
Jewish Columbus  
Tifereth Israel Sisterhood  
Tifereth Israel Men's Club

*Accredited as a USCJ school of  
Framework for Excellence*



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## WELCOME NOTE

For thousands of years, the Jewish people have participated in an ongoing conversation with our texts, rituals, communal history, and most importantly, each other. Here at the Samuel M. Melton Religious School **we hope that our students will grow to become active participants in this Jewish conversation, and contribute their own unique voices to this dialogue.** We strive to bring Judaism and Jewish living alive for the young people of our community in a **caring and nurturing environment.** We provide the young people of our congregation and their families the tools and the desire to pursue **lifelong study of the core texts, values, rituals and beliefs of the Jewish people.** We believe that our students should be empowered to make **informed and educated Jewish choices** as members of the Jewish community and the greater community of which we all are a part.

Tifereth Israel hopes to share the joy, excitement and reward of lifelong Jewish learning and living with all those who enter its doors. We share in the challenge that Judaism presents, and strive to act as a partner with our students, families and faculty members in creating a joyous, meaningful and rich Jewish life.

Miriam Berk, Education Director



## VISION, MISSION, AND GOALS

### Vision Statement

From generation to generation, the Jewish people have taught their children to cherish the knowledge and faith of their unique heritage and to strive to live in accordance with Jewish values based on love of God, *Torah*, and Israel.

The Samuel M. Melton Religious School seeks to achieve excellence in Conservative Judaic education by creating an environment which will inspire students and nurture their desire to engage in life-long Jewish learning and practice.

### Mission Statement

It is the mission of the Samuel M. Melton Religious School to help its students develop into responsible and knowledgeable people with positive Jewish identities who actively participate in Jewish life in the community, synagogue, and at home.

Committed to excellence in Conservative Judaic study, ritual, and responsibility, the Samuel M. Melton Religious School incorporates traditional and innovative educational experiences reaching beyond the classroom to involve the entire family.

### Goals

The Samuel M. Melton Religious School curriculum will:

- Enable students to make decisions in their ethical life informed by Jewish values.
  - Develop the necessary skills and desire to practice the *mitzvot* and traditions of Jewish Life.
  - Provide students with a meaningful understanding and a deep appreciation of the *Tanakh* as the central and most sacred text of the Jewish people.
  - Enable the child to acquire a basic knowledge of Hebrew that can be used to read and understand the prayers of our liturgy, read and write Hebrew sentences and participate in simple Hebrew dialogues.
  - Develop the knowledge and skills to actively participate in *Shabbat*, holiday and weekday services.
  - Broaden and deepen intellectual and spiritual life through familiarity with Jewish culture and our past.
  - Help students develop a positive identification with the local Jewish community, *Eretz Yisrael* and all Jews throughout the world.
  - Empower families to make Jewish practice a regular and meaningful part of their daily lives.
  - Motivate interest in Jewish study, which continues beyond the school and throughout one's lifetime.
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## SCHOOL SCHEDULE

The Samuel M. Melton Religious School offers various class times according to what is developmentally and educationally appropriate for each age group.

### Elementary School

#### Kindergarten & 1st Grade

Meets on Sundays at the Broad Street Location from 9 am to 12:30 pm.

#### 2nd Grade - 6th Grade

Meets on Sundays at the Broad Street Location from 9 am to 12:30 pm and,

- Tuesdays at the Broad Street Location from 4 pm to 6 pm; or,
- Wednesdays at the Northeast Satellite Location from 4 pm to 6 pm.

#### 7th Grade

Meets on Sundays at the Broad Street Location 9 am to 12:30 pm.

This grade also receives synagogue skills in preparation for becoming *Bar* or *Bat Mitzvah* midweek with Cantor Jack Chomsky.

### Hebrew High School

#### 8th Grade - 12th Grade

These grades meet on Sundays at the Broad Street Location.

10 am - 11 am	Core Classes
11 am - 11:30 am	Hebrew High School Brunch
11:30 am - 12:30 pm	Electives





## 2019 - 2020 (5780) K - 7th Grade Calendar

### AUGUST 2019

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### JANUARY 2020

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### SEPTEMBER 2019

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

### FEBRUARY 2020

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

### OCTOBER 2019

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### MARCH 2020

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### NOVEMBER 2019

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

### APRIL 2020

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

### DECEMBER 2019

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### MAY 2020

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### IMPORTANT DATES

Aug 18	CTI Annual Picnic 4 PM - 6 PM at JCC East
Sep 3 - 4	<b>2nd - 6th Gr</b> First Weekday
Sep 6 - 7	<b>4th - 6th Gr</b> Retreat (in lieu of Sep 8 Opening Day)
Sep 8	<b>K - 3rd Gr</b> Opening Day
Sep 22	<b>7th Gr</b> and <b>Hebrew High School</b> Opening Day
Sep 30 - Oct 1	Rosh Hashanah
Oct 9	Yom Kippur
Oct 14 - 20	Sukkot
Oct 20	Sukkot Program
Oct 22	Simchat Torah
Oct 27	<b>6th Gr</b> B'nei Mitzvah Program with Parents
Nov 17	Summer Camp Fair
Dec 8	<b>7th Gr</b> CJHS Jewish Genealogy Family Program
Dec 23 - 30	Chanukah
Feb 8	<b>1st Gr</b> Consecration
Feb 10	Tu Bishvat
Feb 28	<b>2nd Gr</b> Shabbat Dinner
Mar 8	Purim Program and Carnival
Mar 10	Purim
Apr 9 - 16	Pesach
Apr 19	<b>6th Gr</b> Mitzvah Fair
Apr 25	<b>3rd Gr</b> Hagigat HaSiddur
Apr 26	<b>4th Gr</b> Israel Fair / Yom HaAtzma'ut Program
May 2	Graduation & 7th Grade Commencement
May 3	<b>5th Gr</b> Life Cycle Fair
May 17	<b>K - 7th Gr</b> Last Day

### DAVENING DETECTIVES: 5th - 6th Grades

Oct 19 / Nov 2	<i>Shacharit</i>
Nov 9 / Nov 16 / Nov 23	Torah Service
Dec 13 / Jan 24	<i>Kabbalat Shabbat</i> (Includes Dinner)
Feb 15 / Feb 22 / Feb 29	<i>Musaf</i>

**Jewish holidays begin at sundown on the evening before the date specified.**

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## ABOUT OUR SCHOOL



**Miriam Berk**  
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614-253-8523 ext. 111



**Navah Moore**  
School Admin. Assistant  
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The school office is open Monday through Thursday between 9 am - 5 pm. We are closed on Fridays during the school year and on all Jewish and national holidays.

For your convenience, all school materials for elementary school and high school including our calendars, link to registration, school handbook, curriculum, etc. are posted on our website [www.tiferethisrael.org](http://www.tiferethisrael.org).

### Staff

Engaging our children in learning and celebrating Judaism is holy work here at Tifereth Israel. We recruit, train, and collaborate with teachers who possess a love for Judaism, a fondness for working with and inspiring others, and an understanding of how to best meet the needs of our students in our ever-changing world.

Our teachers offer students a variety of viewpoints and perspectives on important religious issues while always representing Conservative Judaism and our link to the past.

Preparation is crucial to any instructional lesson. Faculty members prepare lesson plans to suit the needs of their individual classes. Lessons include new material as well as review work, and intellectual as well as experiential curricular items. Parent/Teacher communication is also a very important part of teaching. Teachers will communicate with parents in a variety of ways, but parents should feel free to contact the teacher or Education Director with any questions or feedback. A full list of our faculty will be provided at the beginning of the school year.

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## CURRICULUM

The Samuel M. Melton Religious School of Tifereth Israel is recognized as a Framework for Excellence School by the United Synagogue of Conservative Judaism. We are dedicated to providing Jewish education that will spark the love of learning and appreciation for the traditions of Judaism. We believe firmly that a Jewish education must be rooted in a certain set of core concepts and values, and that every student should develop a kind of Jewish "literacy." We expect that our students will grapple with these ideas as they construct their own interpretation of Judaism. Our curriculum is filled with concepts, vocabulary, and values that we have deemed essential for our students to know and understand to grow up to be literate adult Jews. Our program is poised to ignite the spark of curiosity in each of our students so that they will continue to seek in our traditions the answers to life's most difficult questions.

### Methods

#### ***T'filah* (Prayer)**

In preparation for a lifetime of active participation in the synagogue, students in all elementary grades pursue a Hebrew curriculum which emphasizes *siddur* (prayerbook), Hebrew, and Hebrew heritage vocabulary. The children study specific, grade-appropriate prayers together with their traditional melodies during each school year. Students in each class follow a program that is designed specifically to challenge and meet the needs of the individual students in the group as they acquire Hebrew reading skills, master the *t'filot*, and add to their vocabulary of Hebrew words and phrases necessary to engage in Jewish holiday and life cycle celebrations at home, in the synagogue, and in the community. Regular attendance at synagogue services is strongly encouraged as it will reinforce and make this prayer curriculum more meaningful.

#### **Hebrew**

Our Hebrew curriculum is enhanced with an innovative method of teaching language called Hebrew Total Physical Response (TPR). This method was developed by Dr. James Asher based on brain research and foreign language acquisition research. The method highlights the importance of oral and physical experience with language as the groundwork for learning to make sense of the printed symbol. This method involves many modalities of learning and emphasizes interactive, fun, and physical activity. Some of our teachers received training at the former Siegal College of Judaic Studies to learn how to teach Hebrew TPR in grades K - 5, and we continue to retrain, develop, and enhance our TPR curriculum each year.

#### **Judaics**

Our students study a variety of viewpoints and perspectives on important religious issues while always representing Conservative Judaism and its core principles. The curriculum includes Jewish values, prayer, *Torah*, Jewish texts, Israel, holidays, and various other Judaic studies topics. The Judaic curriculum also presents different topics at levels of increasing depth, as children progress through each grade. Each grade has a yearly Judaic theme which complements their other studies and is designed to enhance the program for both students and their families. The elementary school curriculum is also integrated with music, art, and library, and incorporates meaningful family and grade-level programs to enhance the classroom curriculum.

While teachers are expected to fulfill their specific grade level objectives for the Jewish holidays, there will be times that we come together as a school community to celebrate and learn focusing on only a few holidays each year – one in the Fall, one in the Winter, and one in the Spring.

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Year 1 *Rosh Hashanah/Yom Kippur, Pesah, Lag B'Omer*

**Year 2** *Sukkot/Simchat Torah, Purim, Yom HaAtzmaut*

Year 3 *Hanukkah, Tu B'Shevat, Shavuot*

One last thing: our curriculum is always a rough draft. The Religious School believes that this state is the best in which to be constantly revising, constantly reflecting, and constantly evaluating our curricular process. We welcome feedback from parents and rely on feedback from faculty to continually retool our curriculum to meet the changing needs of our students, our families, and our synagogue.

## Kindergarten – *Gan*

We use the *Gan* year to introduce our students to the school and to making them comfortable in the synagogue and excited about Jewish learning. The curriculum emphasizes Jewish holidays and *mitzvot* (commandments/good deeds), introduction to *Torah* stories, introduction to blessings, and Hebrew TPR as well as Hebrew letters. The curriculum is enhanced with lots of music, songs, art projects, fun activities, and a weekly visit to the library.

Kindergarten meets on Sundays from 9 am - 12:30 pm at Tifereth Israel.

## 1st Grade - *Kitah Alef*

The *Alef* curriculum is based on the theme of discovering our wonderful Jewish traditions, Hebrew TPR as well as the Hebrew *Alef-Bet* (alphabet), Bible stories, the synagogue and its staff, prayer, Israel, and the concept of *tzedakah*. The curriculum is integrated with lots of music, songs, art projects, fun activities, and a weekly visit to the library. The highlight of the *Alef* year is Consecration in which students lead the congregation in songs and prayers during *Shabbat* morning services, celebrating with their families and community the beginning of their formal Jewish education.

Please consult the school calendar for the date. Consecration is open to all students in our Religious School or who attend a local Jewish Day School. Day School students who wish to participate will be invited to consecration practice sessions held on Sunday mornings from 11:45 am - 12:30 pm beginning approximately six weeks prior to the ceremony. A notice will be sent out listing practice dates.

First grade meets on Sundays from 9 am - 12:30 pm at Tifereth Israel.

## 2nd Grade - *Kitah Bet*

*Kitah Bet* starts their formal study of Hebrew decoding (reading) enhanced by Hebrew TPR. We focus on the *Shabbat* service by building a foundation for participating and singing in prayer along with the congregation. The class celebrates their learning with a special family *Shabbat* Dinner and Program. In addition, students continue to learn the stories in Genesis and Exodus, study more in depth our Jewish holidays and begin to build a connection to Israel. Students in second grade also enjoy art, music, and library as an integrated part of their study.

Second grade meets on one weekday from 4 pm - 6 pm and on Sundays from 9 am - 12:30 pm at Tifereth Israel.

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### 3rd Grade - *Kitah Gimmel*

The third grade curriculum emphasizes the Jewish Year, God, and spirituality, while bible study continues with an introduction to the stories in Leviticus through Prophets. Students also study other Judaic topics including ethics and holidays. *Gimmel* students continue in a more intense use of Hebrew TPR while continuing to master decoding Hebrew. We expand on the *t'filot* of previous years, continuing to build a foundation for participating and singing in prayer along with the congregation. The prayer curriculum culminates with *Hagigat HaSiddur*, a celebration in which the class showcases their learning and students receive their personalized *siddur*. Students continue to enjoy art, music, and library as an integrated part of their study.

Third grade meets on one weekday from 4 pm - 6 pm and on Sundays from 9 am - 12:30 pm at Tifereth Israel.

### 4th Grade - *Kitah Dalet*

Students in fourth grade study the emblems, geography, and culture of the State of Israel, and spend much of the year preparing for the Israel Fair, a school-wide program which they host. The fourth grade curriculum also includes an examination of the weekly *Torah* portion using several online sources to explore their content and relevance to our lives. Students continue to enjoy art, music, and library as an integrated part of their study.

Fourth grade meets on one weekday from 4 pm - 6 pm and on Sundays from 9 am - 12:30 pm at Tifereth Israel.

### 5th Grade - *Kitah Hay*

Fifth grade students delve into Jewish life cycle events, learning the meaning and ritual of the different important events in a Jew's life. The curriculum includes a Life Cycles Fair to allow the students to share their understandings with other classes and parents. The fifth grade curriculum also includes in-depth study of the book of Genesis, while integrating ethics and life cycle. Fifth graders continue to study Hebrew TPR, while enjoying art, music, and library visits.

Fifth grade meets on one weekday from 4 pm - 6 pm and on Sundays from 9 am - 12:30 pm at Tifereth Israel.

### 6th Grade - *Kitah Vav*

*Vav* students begin to concentrate on preparing for their *B'nei Mitzvah* year. Sixth graders continue to build their Hebrew heritage vocabulary around holiday, life cycle, and home celebrations. The family is included in the *B'nei Mitzvah* Enrichment Program, a series of sessions, workshops, and services emphasizing the meaning of the process of becoming *B'nei Mitzvah*. The book of Exodus is studied alongside an examination of ancient Israel to parallel the study of ancient civilizations in secular school settings. The sixth graders continue to enjoy art, music, and library as specialties.

### 4th - 6th Grade *T'filah* Curriculum

Our 4th through 6th graders are all tasked with becoming fluent Hebrew decoders. While some students pick up these skills relatively easily, others may need more time or more assistance in gaining those skills. Therefore, our weekday program features Hebrew and *t'filah* instruction that is differentiated by level and not by grade. Over the course of these three intermediate years, students will work towards Hebrew reading (decoding) fluency and show

core competency and mastery of essential prayers and blessings that are part of any Jewish prayer service that they may encounter throughout their lives:

Year 1 *Ashrei, Amidah, Half/Full Kaddish, Aleinu* (once mastering these prayers, students will be able to pray the entire *Minkha* service, our afternoon service which serves as the backbone of all prayer)

Year 2 *Bar'khu, Sh'ma* and its blessings, *Mi Khamokha, Ein Keloheinu, Adon Olam*

Year 3 **Torah Service, Friday night and Shabbat morning Kiddush, L'kha Dodi, Yigdal**

## 4th - 6th Grade *Hugim* (Electives)

We give our students some autonomy in what they engage in by holding electives during the last half hour of the morning. Students can choose from a variety of topics that may include Jewish Games and Sports, Book Club, Music, *Alef-Bet* (Alphabet) Yoga, Drama, Newspaper, and many more. *Hugim* are run by our 4th - 6th grade team of teachers and assistants who take advantage of their unique and individual skills, interests, and talents that are appealing to intermediate grade students.



## 7th Grade - *Kitah Zayin*

On Sunday mornings, our 7th graders get in touch with their personal family history as a jumping off point for delving into Jewish history and understanding who they are and where they come from. In addition, they will learn *hadracha* (leadership skills) when asked to take on certain roles in leading *t'filot* and in other areas of the program.

Our 7th graders will spend the bulk of the months leading up to their *Bar* or *Bat Mitzvah* in weekday individual or group tutorials to acquire the Jewish and synagogue skills to chant *Torah* and *Haftarah*, lead *Shabbat* services, and develop and deliver a *d'var Torah*. This involves a structured schedule of time with our Cantor and Rabbis as well as regular attendance at *Shabbat* services.

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## Hebrew High School: 8th - 12th Grade

Our Hebrew High School program combines social, social action, and academic pursuits to allow our teens to continue to build connections with peers and the synagogue as they navigate their way into Jewish adulthood strengthened by positive Jewish experiences.

The program features team-building opportunities, meditation, community service days, and destination field trips.



## *Kesher*: Tutoring and Special Needs Inclusion

Our program goals are to provide Jewish education to all of our students while meeting their individualized learning needs, whether remedial or advanced; and integrating them into their grade level at the same time. Keeping with the tradition of our sages, the *Seder Haggadah* teaches us about *arba'ah banim*, the four children, each taught according to their own need, level, and capacity.

Our goal is to integrate students into the classroom as much as possible. Enrichment is provided for students who excel far beyond their classroom in Hebrew and tutoring is provided for those who need individualized instruction to catch up with their class or to accommodate learning disabilities.

We aim to keep students with special needs integrated into their respective classes. For these circumstances, we provide a classroom aide in order to encourage age-appropriate socialization, behavior, peer-modeling, and Jewish learning. We thank Jewish Columbus for their assistance in helping us provide these services. Please contact the Education Director to discuss any special needs your child may have.

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## POLICIES AND GENERAL INFORMATION

### Parent/School Communication

Our school's success stems from open and continuous communication with the parents of our students. The teachers, Education Director, Youth and Family Director, Rabbis, and Cantor all look forward to working with parents to enhance our children's Jewish educational experiences. We attempt, in all ways available, to meet the individual learning needs of every child. Members of the school staff depend on parents to provide us with any information that will aid in our task. The faculty will share evaluations of students in a regular, consistent fashion and will contact parents promptly with concerns which may arise.

The school office sends out regular communiques via e-mail about upcoming school programs or individual class activities. Please look for these in your inboxes. Please also let us know if you are not receiving these e-mails as this is our primary form of communication with our school families.

Additionally, your child's classroom teacher will be sending home quarterly summaries of what was covered in class.

### *Kavod and Derech Eretz* - Our School's Expectations

Our Religious School is a Jewish school that upholds Jewish values. The school must be a place where students, teachers, and families feel safe and supported. We expect that students, teachers and families honor each other and act with dignity and respect at all times.

- We are a **beit k'nesset** (house of gathering):  
I will be respectful of others, their things and their bodies;  
I will listen to my fellow students, my teachers and my parents;
- We are a **beit t'filah** (house of prayer):  
I will remember that when I am in my synagogue, I am in God's house;  
I will use language appropriate for a guest in God's house;
- We are a **beit midrash** (house of study):  
I will be respectful of others' opinions and ideas;  
I will act in ways that encourage learning for everyone.

We also follow *Derech Eretz* ("the way of the land," or as is more commonly translated "manners"). It relates to how we treat each other as individuals and as part of a Jewish community. It reminds us to treat each other with respect, to recognize our differences, and appreciate the many contributions we each can make. It discourages us from being overly critical, impatient, or rude, especially when faced with a decision or situation not to our liking.

Our goal is to create a caring community within the classroom and within our school that enables students to express their opinions, share ideas, and learn together. Our teachers frequently discuss the concept of *Derech Eretz* with their students, during the formation of a classroom *brit* (agreement), when framing group feedback on individual student work, or on other occasions that call for such a discussion. Each class creates a set of rules that translates the concept of *Derech Eretz* into classroom behavior. We want our students to enter the building knowing that this is a place that has high standards for work and behavior, a place where cooperation and respect are both given and received.

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It is expected that students will conduct themselves as appropriate in any school. In each classroom at Tifereth Israel, we have posted the following 4 *Derech Eretz* Rules:

- I will exhibit *kavod* (respect) for all people by using appropriate tone of voice and language.
- I will maintain the *kedushah* (holiness) of the synagogue by taking care of all physical property.
- I will be a student of *talmud torah* (study of *Torah*) by following directions and positively contributing to the learning atmosphere.
- I will uphold *sh'mirat ha'guf* (protecting the body) by keeping hands and feet to oneself.

For more information, you are welcome to review the complete Behavior Expectations and Standards for students in Kindergarten through Grade 6 on page 20.

## School Attendance

We would like to encourage parents to help ensure that their children get the most out of their learning experience and attend school as completely as possible. We do understand that there are activities and circumstances in our students' lives that necessitate them missing school from time to time. If parents anticipate that their child/ren will miss more than two consecutive class sessions, they should inform the school office. When a student misses several classes, someone will contact the parents to set up a way that the student can stay current in his/her class. If a student needs to miss a significant number of classes, the parents should meet with the Education Director and Rabbi to set up alternative arrangements for their child.

A *Bar/Bat Mitzvah* celebration at Tifereth Israel depends on successful completion of five consecutive years at Religious School, full enrollment in 7th grade, and current enrollment in the program. The Board of Education requires that students in Grades 3-7 attend at least 75% of classes, in order to become a *Bar/Bat Mitzvah*. Special situations can be discussed with the Education Director and Rabbi as the need arises. Naturally, this policy is intended to promote students' success and confidence, not only at their *B'nei Mitzvah*, but also as educated Jews.

## Arrival

In order to maximize learning, please make sure that your child/ren are on time for classes. Some of you may want to take advantage of shuttling your child/ren from their secular schools via the Bexley Beat weekdays (the sign-up/contract is made available in late summer) which drops the students off in ample time to grab a snack before classroom instruction. On Sundays we all gather together for our *Boker Or T'filah* session in the sanctuary and begin promptly at 9 am. Parents are highly encouraged to stay and participate in this interactive, spiritual *t'filah* session with your child/ren.

## Snacks

Students wishing to eat snacks on-site weekdays (at the Broad Street and Satellite locations) can elect to prepay the cost of snacks for the year by paying \$30 as part of the registration process. Due to our kashrut laws and our students' allergy concerns, we must carefully control all the food that enters our premises and cannot allow students to bring snacks. Each student will be able to choose 1-2 snacks. This eliminates the handling of money and running tabs and having to settle accounts in May.

Please make sure that your child arrives 10-15 minutes before the start of classes to enjoy his/her snack. Unless otherwise permitted by their teacher, students will be asked to finish their snack before entering the classroom.

Students in the younger grades will be provided with a small snack on Sundays.

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## Food & Kashrut

To be sensitive and respectful of those with dietary restrictions within the synagogue, only food in unopened packages which is purchased at an approved store or which bears a clearly indicated *kosher* marking (e.g. U-circled or triangle K) may be brought into the school. Food prepared in private homes may not be brought into the building for any reason.

Additionally, our school follows a nut-free policy for all school functions, including programming that takes place outside of school hours. This includes packaged goods made in a facility that also uses nuts.

Please respond to written requests for classroom party treats with these rules in mind. Children participating in synagogue-sponsored activities off the school grounds are expected to follow dietary guidelines established by the accompanying adult leader. Please feel free to call the school office with any questions about product acceptability.

## Electronics, Toys & Miscellaneous Equipment

The use of cell phones and other electronic equipment in any form (texting, calls, etc.) is not permitted during school time, unless requested by the teacher for the purpose of learning. Should parents need to communicate with children, please contact the school office and we will deliver the message. **Our older students will be required to "park" their cellphones during class time.** No rollerblades, bats, balls, electronic games, MP3 players, toys, or other similar equipment are permitted at school. Please leave all of these materials at home. Any item extraneous to our purpose may be held by the teacher or Education Director for the duration of the school day.

## Phone Calls

Please remind your child that placing cell phone calls to you during school hours is not permitted. Additionally, unless there are special circumstances, students will not be permitted to use the school office telephone. Please confirm your child's after school plans and transportation arrangements before your child comes to school. Parents are welcome to call the office at Tifereth Israel or our Satellite coordinator anytime; we will be happy to deliver a message to your child.

## Dress, Appearance, and Kippot

Students are expected to maintain a neat, clean, and modest appearance during school hours. Warm weather clothing should be chosen with appropriate Religious School attire in mind. In keeping with our tradition, kippot (skullcaps) are worn by all boys and are optional for girls while in the synagogue. For your convenience, kippot can be borrowed from the boxes throughout the synagogue. When a school program falls on *Shabbat*, it is appropriate for our clothing to reflect a more modest and formal setting, i.e. longer dresses and skirts, nice slacks, button-down shirts and/or a suit.

## Security and Safety at School and Synagogue

Tifereth Israel is always concerned about the safety of our congregants and our students. The synagogue provides an off-duty police officer and security guard while school is in session (the Satellite location follows the protocols of the Jewish Community Center New Albany). We ask for your help in making our synagogue as safe as it can be, and helping us to protect your children by completing all requisite documents and providing up-to-date contact

information. Additionally, teachers are trained in shelter-in-place procedures and students will have the opportunity to practice this throughout the year. Our school will periodically have fire/evacuation drills to prepare our students to act quickly in the unlikely event of a fire or the need to leave the premises. Additionally, all classrooms have a posted evacuation map near the classroom door.

## **Inclement Weather**

In case of inclement weather it may be necessary to cancel school. School cancellations will be made by 2 pm on weekdays and by 8 am on Sundays and will be communicated via bulk e-mail, text message and Facebook post. Text messages will be sent to all parents/guardians/emergency contacts that were indicated on your child's registration form. If you would like another individual or mobile number to be included, please use that cell phone to text the code "EZENR82035" to phone number 313131 to be added to our text message system.

## **Early Dismissal & Signing Out**

We recognize that situations arise when a student must leave early. Please adhere to the following procedure to pick up your child from class early: Please proceed to your child's classroom and use the posted Early Dismissal Sign Out sheet located in the Milk & Cookies Room or the Pit area. We can dismiss a student only to an adult who signs that child out.

## **Dismissal & Traffic Safety**

All students are dismissed to their parents/guardians/carpools in the lobby/atrium of both locations, weekdays and Sundays. There is ample parking in our lot at the synagogue and at the Satellite location to park your car when coming in to retrieve your child/ren. Please drive cautiously as families may be crossing the lot.

## **Homework**

Judaism is a religion best learned through experience, not homework. However, sometimes homework is necessary when connected to learning Hebrew, the performance of *mitzvot*, the celebration of holidays, and the discussion of topics in the context of the home. We will attempt to ensure that any homework given by the teachers will be connected in some way to Jewish living and practice, and should take no more than 20 minutes of any student's or family's time in any given week.

## ***Tzedakah* (Charity)**

The giving of *tzedakah* is a *mitzvah*. Each Jew has the obligation to support others less fortunate than ourselves. One way we try to teach our students the importance of *tzedakah* is to collect contributions at the beginning of the school day. Children may contribute any amount they choose as often as they choose. At the end of the school year, classes select an agency to receive the proceeds of their *tzedakah* collection.

## Library

The Minnie Cobey Memorial Library, an integral part of the school, is located on the first floor of the Tifereth Israel synagogue building. The library houses books, periodicals, videos, and audio resources for people of all ages, pre-school through adult. These materials are accessible to all congregants during library hours. We invite you and your children to visit the library soon and often.

Additionally, most grades have time to visit the Library as part of our Sunday program where our School Librarian prepares a story or activity for the class. Older students can do research using our vast reference section.

## PJ Library

Tifereth Israel is an enthusiastic partner of PJ Library and Jewish Columbus in offering reading activities and programming to children ages 2 - 11 and their families.

We continue to participate in [PJ Library Goes to School](#) (PJGtS) in our K - 2nd grades. This program works to strengthen the connection between home, school, and community by fostering collaboration and conversation around Jewish stories and ideas. Our librarian will be supplied with themed books, appropriate curricular tie-ins, as well as professional development to help maximize the learning in the school around these selections.

Additionally, we encourage students in grades 3 - 5 to participate in [PJ Our Way](#) which allows your children to self-select books from the PJ Library website based on their own interests and reading levels. The website also provides book summaries, reviews and actively encourages participant involvement in conversation around these selections. The site is a completely safe and moderated space for your child to explore Jewish ideas and values that are found in the recommended books. To get more information, please contact Alyssa Russell, Young Family Engagement Manager, at [arusell@tcjf.org](mailto:arusell@tcjf.org).

## Shabbat Morning Youth Services

We want you to find the right experience to celebrate *Shabbat* with us:

**Boker Tov Shabbat:** Takes place the first *Shabbat* of each month. Parents with children ages two-five are invited to share learning, song, movement, and a snack with us from 11 am - 11:45 am.

**Shabbat Clubhouse:** Takes place weekly from 10:30 am - 12 pm on *Shabbat* mornings. Open to children in grades K - 6. Children learn to conduct their own service under the tutelage of experienced leaders and our clergy. At 11:45 am, the children move into the Sanctuary to help lead *Musaf* and concluding prayers of the main service.

**Babysitting:** From 10 am until services conclude, qualified babysitters are available to mind children ages 2-5 while parents are in the Sanctuary. Unfortunately at this time, we are not able to accommodate children under 2. Please inform the babysitters of any specific needs your child might have. Babysitting is available throughout the year.

## Service Attendance

At Tifereth Israel there has always been a strong partnership between home, school, and synagogue. We feel that a religious education is not simply made up of quality hours in a classroom, but of an entire range of Jewish experiences. While in the classroom we can teach children about prayer and about belonging to a community, this can never replace actively joining a community in prayer on a regular basis. Further, regular *Shabbat* attendance reinforces the Hebrew that students learn in class. It is our expectation that Religious School families attend services as a family.

Students in the years leading up to becoming *B'nei Mitzvah* receive the most benefit from this expectation. Students in 5th and 6th grades participate in Davening Detectives, a series of self-guided tours of the various parts of the *Shabbat* morning and Friday night services. Look for e-mails with dates and sign up information.

Attending Friday night, *Shabbat* morning, holiday, or weekday services all contribute to a service attendance expectation in 3rd through 6th grade. It is also important to see how other communities pray and celebrate, therefore, you are encouraged to attend another synagogue's service. Students can keep track of their service attendance by moving their card to the appropriate box located now the Atrium.

## Youth Groups

Affiliated with the United Synagogue of America, our four Tifereth Israel youth groups provide opportunities for our students to interact with their peers outside the classroom. Under the guidance of our Youth and Family Director and responsible and caring advisors, our teenagers plan and participate in social, cultural, social action, religious, and athletic activities for all ages. As members mature and grow, they are encouraged to learn leadership skills and to accept increasing levels of responsibility for chapter events. Inter-chapter and regional events supplement local activities.

<b>Chaverim</b>	Grades 1 - 2
<b>Junior Kadima</b>	Grades 3 - 5
<b>Kadima</b>	Grades 6 - 8
<b>United Synagogue Youth (USY)</b>	Grades 9 - 12

Morgan Levin ([mlevin@tiferethisrael.org](mailto:mlevin@tiferethisrael.org)), our Youth and Family Director, would love to speak more with you about how to get your child involved.

## Jewish Summer Camping

Many national surveys by the Pew Research Center have indicated that Jewish summer camping is one of the indicators of continued connection and affiliation with Jewish organizations and life. We are fortunate to have several popular regional or Conservative-affiliated Jewish camps that attract many of our children during the summer:

Camp Ramah Wisconsin provides an enriching 8-week camping experience for entering 7th - 11th graders, a 4-week session for entering 5th and 6th graders, and a 12-day session for entering 4th graders. Intensive study alternates with sports, swimming, and music in the Hebrew-speaking environment to offer the students a very special summer. Ramah Israel Seminar, a 6-week Israel adventure, is open to rising Seniors. Individuals wishing to attend Ramah or Ramah Israel Seminar should contact the Education Director for more details.

There are several other Jewish summer camps that are popular with our students and families. For more information, please consult with our Rabbis, Education Director, or Youth and Family Director.

We have enthusiastically supported attendance at Jewish summer camps through a scholarship program. Children seeking financial aid agree to attend synagogue services regularly and to volunteer to help with various synagogue programs. Registration for camp scholarships begins in the fall.

## Family Education

There are multiple Family Education opportunities to which the entire family is invited to learn and share. These special events reflect our philosophy of reaching beyond the school's walls to positively impact the family at home. We hope that the family programs provide another opportunity for parents to study with their children and to share important Jewish experiences.

Many of these programs are directly related to the grade level themes and many programs are open to our Day School families as well. In addition, we have school wide family programs. We encourage you to participate in these activities. Please consult the school calendar for dates.



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## PARENT INVOLVEMENT OPPORTUNITIES

### Adult Education at Tifereth

We have a robust program of continued Jewish learning for adults that begins in the fall with something for everyone. Our offerings present a perspective that is religiously, intellectually, and spiritually satisfying and cover a wide swath of interests including *t'filah*, Israel, and Jewish texts and ethics. Please consult the synagogue website to see a full listing of this year's offerings or talk to us to find what might be a good fit for your own Jewish learning.

### The Board of Education

The Board of Education meets regularly to discuss school programs and to set policy on matters relating to all aspects of the Samuel M. Melton Religious School. The board is always seeking members with new ideas. The Board of Education supports the school around Fundraising, Recruitment and Marketing, and School Support (including Room Parents and hospitality). Appointments are made in the late spring of each year by the President of the Congregation. Please express your interest to the Board of Education Co-Chair, Naomi Maletz or to the Education Director.

### How Parents Can Help

Your child is with us for only a few short hours each week. Our partnership must be a solid one in order for your child to get as much as possible from this Religious School experience. The following suggestions are offered for your consideration:

- Demonstrate your commitment to the value of Jewish education by participating with your child/ren in our Sunday *Boker Or T'filah* sessions at 9 am.
  - Make formal Jewish education relevant to your child/ren by celebrating *Shabbat* and other holidays at home and at the synagogue. If you need resources to start any customs or rituals that Judaism affords us, please contact the Education Director or any clergy members for guidance.
  - Instill in your child/ren a positive attitude toward Religious School by helping with homework and making sure attendance is a priority.
  - Participate in Family Education programs and volunteer in the classroom or for field trips. Teach by example!
  - Join our Board of Education or sign up for a volunteer opportunity within the school.
  - Encourage your child/ren to discuss what s/he has studied with you. Let your child/ren know that Jewish education is important to you. We will provide you with "teasers" to get those conversations started.
  - Have Jewish ritual objects and Jewish books in your home. Celebrate your child's Hebrew birthday.
  - Discuss current events of Jewish content and interest at home. Help your child/ren become aware of the larger Jewish community by drawing attention to articles, newscasts, special events, movies, etc. that are appropriate.
  - Help your child/ren understand the importance of *mitzvot* by reminding him/her to bring money for *tzedakah* to school. Share with your child/ren times when you give *tzedakah* to worthy causes and organizations.
  - Enrich your child/ren's Religious School experience by sharing information about special needs or preferred learning styles with the Education Director and classroom teacher/s.
  - In every way possible, let your child/ren know that you are proud to be Jewish and how you live your Judaism inside and outside the synagogue.
  - Feel free to discuss any aspect of the program with the Education Director, classroom teachers, or clergy. We are always happy to partner to help improve our program and offer whatever support we can to our families.
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## BEHAVIOR EXPECTATIONS AND STANDARDS

*Please note: School policy is determined by the members of the Tifereth Israel Board of Education.*

A school discipline policy can help prevent and control student behavior problems by coordinating the school's disciplinary procedures and by informing students what types of behavior are expected of them and what types are forbidden.

Listed below is the revised policy approved at Tifereth Israel Board of Education meeting. In revising its policy, the Board of Education has reaffirmed the need to emphasize the importance of appropriate conduct at Tifereth Israel Religious School.

We strive to create an environment in which positive behaviors are encouraged and reinforced. The following guidelines have been approved in order to confront situations in which behavior becomes disruptive. At the point where a child's behavior becomes anti-social and/or destructive enough to impede his or her learning or the learning of other children, the child must be removed from the classroom temporarily or permanently.

Below is a list of the minimal behavioral expectations for all students in our school:

- Speak kindly and show respect for teachers, other adults and fellow students.
- Listen when adults talk and follow directions.
- Respect the environment—our own materials, those of classmates and the Synagogue.
- Keep hands, feet, and objects to yourself.
- Refrain from use of technology during class, such as cell phones, iPods, MP3 players, or other electronic devices, except as directed or approved by teachers.

Each of the following steps represents a reaction to an incident of unsatisfactory behavior in school. The steps will be followed in order. These steps apply from the first day school is in session until the last day school is in session. If a student acts in an inappropriate fashion in two or more separate classes on the same day, each incident will evoke a school response.

### General Misbehavior (e.g. Non-Physical Violence, Non-Bullying Behavior)

#### 1st Infraction

- Teacher will write a note and give it to the Education Director regarding the incident;
- The Education Director will review the Teacher's note, fill out an Incident Report, and attach the note to the Incident Report; and,
- Student will be sent to the school office to speak with the Education Director and the Incident Report will be signed by the Education Director and the student and placed in the incident file.

#### 2nd Infraction

- Procedure for the first infraction will be followed; and,
- The student's parent/s will be notified of the incident and options for correction, future consequences are discussed if the student's misbehavior continues.

#### 3rd Infraction

- Procedure for the first infraction will be followed; and,
  - If occurs within two weeks, a conference will take place with the Education Director, the Senior Rabbi, and the student's parents to discuss the student's future at Tifereth Israel Religious School.
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## Failure to Refrain from Use of Technology in the Classroom

### 1st Infraction

- The technology inappropriately used by the student in the classroom is confiscated by the teacher for the rest of the school day;
- Student will be sent to the school office to speak with the Education Director and an Incident Report will be filled out and signed by the Education Director and the student and placed in the incident file; and,
- The teacher will return the technology to the student at the end of the school day.

### 2nd Infraction

- Procedure for the First Infraction will be followed, and the teacher will return the technology to the adult picking the student up at the end of the school day with an explanation as to why the technology was confiscated; and,
- If a second infraction is committed by a high school student, then the technology shall be confiscated and delivered to the Education Director, who shall contact the student's parents and resolve the situation directly with the parents.

### 3rd Infraction

- Procedure for the second infraction will be followed; and,
- If occurs within two weeks, a conference will take place with the Education Director, the Senior Rabbi, and the student's parents to discuss the student's future at Tifereth Israel Religious School.

## Bullying Behavior (e.g. Verbal Abuse of Students and/or Teachers, Teasing, Hazing, Intentional Exclusion of other Students)

### 1st Infraction

- Student is sent immediately to the Education Director's office. The incident is discussed and verified with the student/s involved and/or the adults who observed the incident;
- The Education Director will fill out an Incident Report, and attach the note to the Incident Report. The Incident Report will be signed by the Education Director and the student and placed in the incident file;
- Parents are immediately contacted in the presence of the student;
- The Student/s is required to respond to three to five essay questions, depending on the age of the student, regarding the incident and how it relates to their Judaism; and,
- Essays are required to be signed by the student's parent/s and returned to the Education Director before the student may return to Religious School.

### 2nd Infraction

- If occurs within two weeks, the student and his or her parents will meet with the Education Director and the Senior Rabbi to discuss the student's future at Tifereth Israel Religious School.

## **Physically Violent Behavior (e.g. Fighting, Physical Abuse of Students and/or Teachers, Vandalism, Theft)**

### **1st Infraction**

- The student is immediately removed from the classroom for the remainder of the school day. The incident is discussed and verified with the student/s involved and/or the adults who observed the incident;
- The Education Director will fill out an Incident Report, and attach the note to the Incident Report. The Incident Report will be signed by the Education Director and the student and placed in the incident file;
- Parents are immediately contacted in the presence of the student;
- The Student/s is required to respond to three to five essay questions, depending on the age of the student, regarding the incident and how it relates to their Judaism; and,
- Essays are required to be signed by the student's parent/s and returned to the Education Director before the student may return to Religious School.

### **2nd Infraction**

- If occurs within two weeks, the student and his or her parents will meet with the Education Director and the Senior Rabbi to discuss the student's future at Tifereth Israel Religious School.