

# TEMPLE BETH-EL SLAVIN-MALKIN RELIGIOUS SCHOOL

## Education Handbook and Curriculum Overview



Revised 7/28/17



Temple Beth-El  
3610 Dundee Rd.  
Northbrook, IL 60062

## Religious School Vision Statement

*“And you shall teach them to your children” (Deut. 11:19)*

It is the goal of Temple Beth-El's Slavin Malkin Religious School to provide a context where children of all ages can explore their knowledge, faith, and activism. We aim to meet each student where they are, giving them an opportunity to explore Judaism in a safe and supportive environment in order to foster a sense of community, an identity within the Jewish people and our congregation, and a love for Torah and Judaism.

### **MISSION:**

We emphasize God, community, culture, Hebrew, prayer, Jewish history, Jewish holidays, lifecycle events, mitzvot, Jewish values, Torah, and Israel. We value collaboration, interaction, differentiation, and appropriate use of technology. Students engage in learning through the arts, social action, and team building. Our school community is continually reflecting and places great value on evolving with the times.

## GUIDING PRINCIPLES

### **KEHILLAH** (community)

It is said that when two people sit together and engage in Torah, the Divine Presence rests among them. (Pirke Avot 3:3). At Temple Beth-El, we consider creating bonds among our students (and their families) to be chief among our goals. We believe that Judaism is best lived in community. When students feel connected to their peers, it is more likely that they develop a lifelong commitment to Jewish life.

### **KESHER** (connection)

Our teachers measure their success by the relationships they build. Our teachers value each individual and celebrate their successes in and out of the classroom. They delight in watching their students from grade school become bar or bat mitzvah or graduate from our high school program.

### **TALMUD TORAH** (Jewish study)

Our tradition teaches that it's not beliefs but actions which lie at the core of Jewish practice, and that we get to action through study. Our educational program, focused on both Judaic literacy and Hebrew acquisition, prepares each student to be a contributor to the local and global world.

### **LASHON KODESH** (holy language)

Hebrew, as it is taught at Temple Beth-El, serves as the language of prayer (*lashon kodesh*) and the language of the Torah. The Hebrew language unites us with Israel and the entire Jewish people. The curriculum focuses on teaching prayers and basic speech patterns.

### **B'TZELEM ELOHIM** (image of God)

Every person is created in the image of God and has immeasurable worth. We believe that each child has the right to learn in a nurturing and secure environment.

### **TZEDAKAH** (righteous acts)

Although many interpret "*tzedakah*" as charity, it translates to righteous acts. Students are encouraged to think of others by contributing money, food, clothing, their time, etc. and adopting projects during the year.

### **TIKKUN OLAM** (repairing the world)

We see ourselves as God's partners in making the world a better place. Learning about the earth, pursuing social justice, and caring for the disadvantaged are just a few of the principles we are obligated to perform.

### **MEDINAT YISRAEL** (State of Israel)

We celebrate the miracle of the founding and flourishing of the State of Israel through lessons in history, geography and current events.

### **MISHPACHAH**

The commitment of the family is imperative to our school's goals and principles. Adult participation in Jewish life will strengthen the bonds between parent and child as well as between the child and the Jewish community.

### **MIDDOT** (Jewish values)

Patience, humility, honesty, diligence: These are just some of the positive character traits we learn from our rich tradition and model for our students.

## SCHOOL INFORMATION

### SUNDAY

#### Kindergarten – 7<sup>th</sup> Grade

9:30 – 11:45 am

#### Teen Limud (biweekly)

8<sup>th</sup> – 12<sup>th</sup> Grade

11:45 am – 1:00 pm

### TUESDAY

#### 3<sup>rd</sup> – 5<sup>th</sup> Grade

4:00 – 6:00 pm

#### School Year Office Hours

Sunday	8:00 am - 1:00 pm
Monday	9:00 am – 5:00pm
Tuesday	10:00 am - 6:00 pm
Wednesday	9:00 am - 5:00 pm
Thursday	9:00 am - 4:30 pm
Friday	9:00 am – 3:00 pm

#### Summer Office Hours

Monday-Wednesday	9:00 am - 5:00 pm
Thursday	9:00 am – 4:30 pm
Friday	9:00 am – 3:00 pm

The Temple office is closed on Jewish and legal holidays.

Phone calls are always welcome and will be returned as promptly as possible.

If you wish to contact the school office at any other time, please leave a message in voice mail or email:

**Mandy Farb**, Director of Lifelong Learning

Email: [mherlich@templebeth-el.org](mailto:mherlich@templebeth-el.org) 847.205.9982 ext. 212

**Shaina Farwell**, Education & Communications Coordinator

Email: [sfarwell@templebeth-el.org](mailto:sfarwell@templebeth-el.org) 847.205.9982 ext. 208

## **REGISTRATION AND FEES**

### **Enrollment Policy**

In accordance with the policies set forth by the Temple Board of Directors, enrollment in the Slavin-Malkin Religious School is open only to Jewish children\* of Temple Beth-El members. Our school is open to students in kindergarten thru 12<sup>th</sup> grade of varying abilities.

\*We adhere to the Reform Movement's definition of a Jewish child, namely, a child who has at least one Jewish parent and who is being raised only as a Jew. While we respect the challenges interfaith parents face, we believe it is only possible to instill in our children a meaningful religious identity when they are raised in one religious tradition. Our clergy would be happy to speak to you further about this policy and how it may affect your family.

### **Registration**

Children must be registered to attend school. Registration is done online. A student is not placed in a class until full payment is received or alternate arrangements have been made with our accounting department. Be sure to carefully read and understand the information in the Parental Consent Form (see page 5).

Classroom assignments and school packets are available for pick-up at the Temple in late August or early September.

### **Tuition and Fees**

Tuition is established by the Budget and Finance Committee. Tuition includes general education materials, textbooks, art supplies, field trips, family partnerships, and special events programming. Additional copies of textbooks may be purchased for \$25. All membership obligations and school tuition must be paid at the time of school registration. Financial consideration may be discussed by contacting the Executive Director at 847.205.9982 ext. 211.

Additional fees will be requested for specific purposes such as Shabbat and holiday dinners, b'nai mitzvah fees during the b'nai mitzvah year, lost or misplaced textbooks and library books.

### **Student Accommodations for Students with Identified Special Needs**

To meet the needs of students with special needs, it is important for parents to notify us so we can work together to provide the child with a positive learning experience. A Student Developmental History form should be filled out completely including learning disabilities, medical issues and allergies, as well as any home issues that may impact learning, if applicable. One of the goals of our school is to provide all students with the opportunity to receive their education within the confines of the school. We will make every effort to provide and make accommodations to meet the needs of all our students.

## Parental Consent Form

I have read and agreed to the following:

### **Medical Release**

In case of a medical emergency requiring immediate care, I authorize Temple Beth-El (TBE) to transport, or to call paramedics to transport, my child to the nearest medical facility for emergency treatment in the event that such treatment is required and I cannot be reached. In the event that emergency medical treatment is required and I cannot be reached, I authorize such decision to administer the treatment to the medical caregiver in consultation with authorized TBE personnel.

The cost of first-aid care performed on the premises, and not requiring a physician (such as cuts and bruises, etc.) are covered by the religious school fees. The costs of all other medical care and associated services are the financial responsibility of the student's parent/guardian.

### **Video, Audio and Photography Release**

I grant permission to TBE to use the image, video and audio of my child in any form of media and/or presentation of educational activities and to reproduce and use such images in any of its advertising, publications, websites and social media pages such as the TBE Facebook pages and twitter accounts unless otherwise notified in writing by the parent/guardian. I understand my child's name will not be published.

### **Assumption of Risk**

I release TBE, its officers, agents and employees from all liability for injuries, illness or personal property damage resulting from my child's participation in religious school, youth programs and field trips, and agree not to make any claim or demand against them for any or all losses or damages to student's person or property.

### **Allergy Conflicts**

TBE strives to be nut aware. Students may not bring snacks to school on Sunday mornings (unless medically necessary). If a child brings a snack from home on Monday or Tuesday afternoon, we ask that it contain no nuts or nut products. If your child has eaten nuts or nut products prior to arriving, we ask that they wash their hands with soap. Children will be permitted (at the discretion of the teacher) to eat school provided nut-free snacks in the classroom, but food from home may not be brought into the classroom. If your child does have a food allergy you MUST fill out a FARE (Food Allergy & Anaphylaxis Emergency Care Plan) to have on file (available in the school office).

### **Fees**

Once enrolled, I understand that TBE is unable to adjust or refund education program fees; I/we are responsible for the entire year's tuition.

### **Educational Consultants**

TBE utilizes volunteer educational consultants to assist our teachers and Education Director in working with students of all abilities. I consent to allow these individuals to review my child's Student Developmental History form, and give permission for them to observe my child during school hours.

## ATTENDANCE

Regular attendance is essential for students to become engaged in the community of Temple Beth-El.

### Absences

To maximize learning each school year, all students at Temple Beth-El are required to attend at least 75% of all classes. When you know your child will be absent, please call or email Shaina Farwell at 847-205-9982 x 208 or [sfarwell@templebeth-el.org](mailto:sfarwell@templebeth-el.org). to let us know your child will not be in attendance. If we do not receive a phone call within the first 30 minutes of class a phone call will be made to you to ensure the safety of your child.

If your child has excessive absences from Religious School his/her teacher will contact you. If it becomes apparent that your child will have difficulty achieving the 75% attendance requirement, a meeting will be held with the student, parent, teacher, school director and clergy to discuss ways to support you and your family and ensure a positive outcome of your child's school experience.

### Tardiness

School begins promptly, and we ask you to make every effort to be punctual. If your child arrives late, please instruct him or her to go directly to the office to check in. We expect him/her to then enter class quietly and quickly take his place. Being on time is important so that he/she will not miss important class material.

### Leaving Early

If a child must leave early, the **parent must sign the child out in the office**, and the child will be called to come to the office. Temple staff will not permit children to leave the school with any unidentified person or non-custodial parent without prior notification. In addition, **students will NOT be permitted to meet a parent outside the building.**

### Health and Safety

The health and safety of our students is of the utmost concern to us. If your child contracts an infectious illness (e.g., chicken pox, head lice or strep throat) please let the office know and do not send your child to school until medical approval is granted. If your child gets sick during school hours, we will call you to bring him or her home. We will not distribute any over-the-counter medication. If your child is taking any medication that may affect his or her school performance, please inform the office.

## **BEHAVIOR AND DISCIPLINE**

### **Attire**

Students should dress in a manner that reflects self-respect and respect for the synagogue. Clothing with inappropriate language or images on it is not to be worn at TBE.

### **Behavior**

Every student and teacher is responsible for creating an environment where meaningful learning can take place. This kind of environment depends on students showing *kavod* (respect) for their teachers, their classmates, their classrooms, and themselves. Students are expected to be prepared for class including having books and homework assignments with them. Hebrew School time is limited and precious, and the teachers will take the disciplinary steps necessary to avoid interrupting a lesson. The School Director, teachers and parents will be in on-going dialogue to assure that the classrooms are welcoming environments for all students.

### **Cell Phone Policy**

Cell phones must be turned off, kept out of sight, and may not be used during class or in the sanctuary unless students are instructed to do so by their teacher.

## POLICIES AND PROCEDURES

### Communication

We will communicate with parents during the school year in two primary ways:

- Each month parents will receive our “School Happenings” via email. “School Happenings” will include information on school events, family partnership and field trips. **Please read everything carefully, make note of important dates, and RSVP on a timely basis.**
- Teachers will send an email periodically which includes a summary of class material covered and a preview of what will happen in the coming week. If there is an assignment or a special event, this email will serve as a reminder.

Of course, you are always free to be in touch with us:

Mandy Herlich: (847) 205-9982 x212 [mherlich@templebeth-el.org](mailto:mherlich@templebeth-el.org)

Shaina Farwell: (847) 205-9982 x208 [sfarwell@templebeth-el.org](mailto:sfarwell@templebeth-el.org)

### Children’s Library

The Children’s Library is a wonderful place for children to find Jewish books and material. Children may borrow books for up to a two-week period. The library is open when the building is open. Books must be returned to the library in a timely manner and by the end of each school year.

### Student Emergency

In the event of an emergency involving your child during school hours, we will contact you immediately. If you are unreachable, we will try the emergency number you entered in our database. Please be sure all emergency information is up to date and accurate. If immediate medical attention is needed, 911 will be called. In the case that further medical attention is necessary; the student will be taken to Glenbrook Hospital accompanied by a staff member.

### All School Emergency

In the event of an all school emergency, our first priority is the safety of the children and adults in the building. Once everyone is safe we will post information on our website and/or send out an all temple eblast. Do **NOT** come to the building prior to being notified. Emergency personal may be called and the presence of additional individuals may obstruct the situation.

### Snow Closing

In case of inclement weather, school will be closed whenever Northbrook schools are closed. An email will be sent and we encourage you to listen to WBBM or WGN - AM radio or the local news stations for school closings. We are also part of the Emergency Closing Center; information on school closing can be found at: [www.emergencyclosingcenter.com](http://www.emergencyclosingcenter.com).

### Progress Reports

Progress reports are mailed to parents at the end of each semester.

### Homework

Homework will be assigned weekly as part of the Hebrew curriculum for 4<sup>th</sup> thru 6<sup>th</sup> grade. Other classes may have homework from time to time as it enhances class learning. Homework is an important part of the instructional program and requires cooperation between home and school.

## Classroom Visits

Visits are welcome with **advance notice** to Shaina Farwell.

## Lost and Found

The lost and found basket is located in the school hallway. At the end of each school year, all unclaimed items will be donated.

## NUT POLICY

1. Temple Beth-El strives to be nut aware.
  - a. Any school sponsored event or activity will be nut-free (no peanuts, tree nuts, or products containing these ingredients), to the best of our ability.
  - b. When possible, we will purchase and encourage food “manufactured in a nut-free facility” but do not think we can meet this standard at all times.
  
2. Medical Disclosure
  - a. Parents are asked to complete a medical form for each child disclosing any allergies.
  - b. If a child has an Epi-pen on their person or stored in their classroom, parents must complete an additional form authorizing staff to use this device in the case of a medical emergency.
  
3. School Programming
  - a. Food for educational and celebratory purposes:
    - i. must be pre-approved by the Director of Lifelong Learning
    - ii. must be pre-packaged (not homemade), must contain a list of ingredients and be nut-free OR must be cooked on-site with a pre-approved list of ingredients
  - b. Student snacks
    - i. Snacks are not allowed in the classrooms on Sunday mornings (unless medically necessary).
    - ii. If a child brings a snack from home on Tuesday afternoon, we ask that it contain no nuts or nut products.
    - iii. Children will be permitted (at the discretion of the teacher) to eat the school provided snack in the classroom, but may not bring food from home into the classroom.
  - c. Student-led, food-centered fundraisers  
In the event that food is sold, such as a bake sale, the students or teacher involved will be instructed to provide at least one nut-safe treat (not homemade) to be sold at a separate table.
  - d. Parent communication  
Any time food is available as part of the day during lessons, holiday or birthday celebrations, bake sales, etc., parents will be notified in advance by the classroom teacher or Director of Lifelong Learning.
  
4. Shabbat Dinners and Onegs
  - a. Family members will be asked to provide side dishes and desserts as has been our custom, with the request that all items be nut-free.
  - b. There will be a labeled “nut-free” serving table at the oneg.
  - c. Any food brought by family members containing nuts, that we are aware of, will not be served.

## **SPECIAL PROGRAMS**

### **Consecration**

Newly enrolled students in kindergarten through third grade are consecrated in an age-old ceremony to welcome new learners. There will be a number of special family sessions leading up to the final consecration ceremony in order to prepare.

### **Siddur Ceremony**

Children begin their formal Hebrew education in 3<sup>rd</sup> grade. By the end of the school year the students have gained the ability to read and pray. Parents help design a bookplate to be placed in the Siddur (prayer book), and present it to their child during a Family Service in their honor.

### **Family Learning Days**

From Kindergarten through 6<sup>th</sup> grade, families are invited to attend educational programs with their children one time each year. We hope parents will make every effort to join us.

### **S.K.I.P.: Send A Kid To Israel Partnership**

Temple Beth-El, in cooperation with the Jewish Federation of Metropolitan Chicago, participates in a program that can make a trip to Israel an integral part of the education of students enrolled in the school. Beginning in 3<sup>rd</sup> grade, each participating student's family contributes \$125 per student, the Temple contributes \$50, and the Federation adds \$85 annually. The money is invested in an interest-bearing account through the completion of ninth grade. At the end of the program, students can use the funds toward any one of a number of Israel Experiences offered through the Jewish Federation of Metropolitan Chicago.

## **GET INVOLVED**

### **TBE Youth Groups: KoBE, JoBE and YoBE**

Youth activities are planned throughout the year. This is a wonderful opportunity to meet new friends and have social interaction with students in the Temple. For more information, contact Mandy Herlich (mherlich@templebeth-el.org).

### **Education Committee**

The Education Committee formulates the principles and policies of the Slavin-Malkin School, adult education, and the libraries. If you are interested in becoming a part of this committee, please contact the V.P. of Education, Laura York 224-213-7043 laurayork@gmail.com

### **Volunteers**

Volunteers are needed throughout the year to assist the teachers and staff in various class and synagogue activities, including holiday observances and field trips. ***The success of our school depends on your involvement and support.***

## B'NAI MITZVAH

At Temple Beth-El, we see Bar and Bat Mitzvah, not as an end-point or culmination of Jewish education, but as an affirmation. The period of intense study leading up to the celebration allows a student to affirm all that he or she has learned to that point; the worship service allows the student's Jewish community to affirm his or her place as a contributing member.

### Requirements

The following standards for b'nai mitzvah are set forth by the clergy, Education Committee, and the B'nai Mitzvah Committee. All those wishing to become a bar or bat mitzvah at Temple Beth-El must fulfill the following requirements:

1. Students will complete a *minimum* of five years of study at the Temple Beth-El Slavin-Malkin School. This means the child will enroll in school at Temple Beth-El in the third grade.

The exceptions to this policy are as follows:

- A. Students enrolled full-time in a Jewish day school recognized as acceptable by the Temple Beth-El clergy.
  - B. Students who have been identified as requiring specialized services or have special needs requiring an individualized study program shall be tutored by Temple Beth-El approved tutors at the family's expense, in lieu of attending class, as the situation requires.
  - C. Those students joining our congregation from another congregation will be evaluated, and in some instances may need to be tutored by a Temple Beth-El tutor at the family's expense in order to obtain grade level.
2. Maintain standards in Judaic and Hebrew studies related to studies, attitude, attendance, and knowledge.
  3. Attend religious school **through the seventh grade.**
  4. Successfully complete the b'nai mitzvah tutoring process with an approved b'nai mitzvah tutor.

### Assignment of Dates

B'nai mitzvah dates are assigned by the Temple in May of a child's 4<sup>th</sup> grade year. They are based on a number of factors including: the student's birth date and Hebrew ability, the secular school they attend and the Temple calendar. If a student enters our school after their 4<sup>th</sup> grade year, they will be given a date at the time of their enrollment.

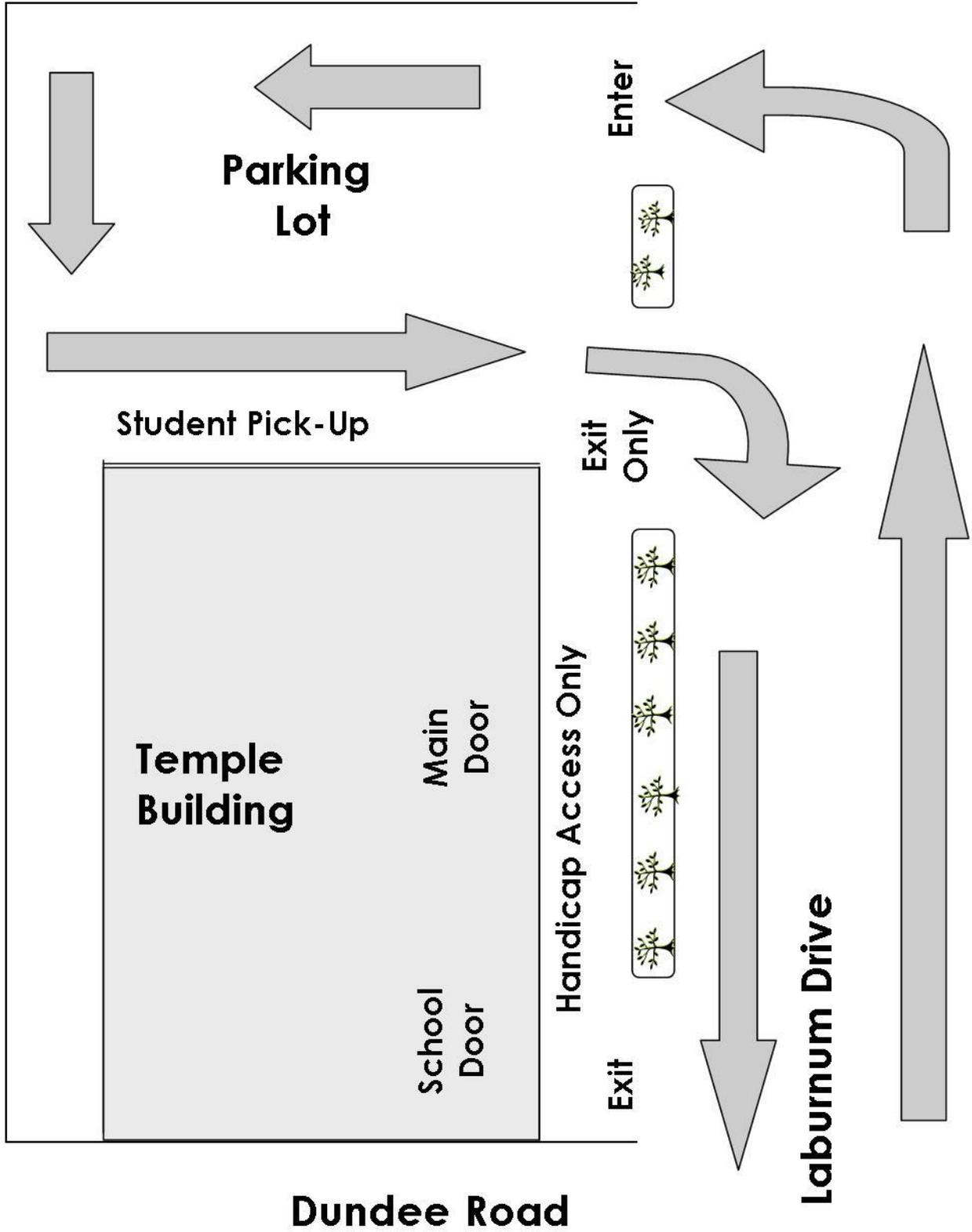
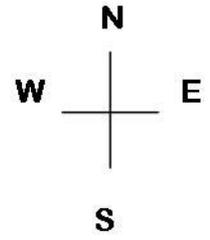
## PICK-UP AND DROP-OFF PROTOCOL

We need your support to keep our children safe. Please cooperate with the security guard and police directing traffic. Be patient and respectful to everyone in the parking lot.

- Comply with the ENTRANCE and EXIT signs.
- Follow the traffic pattern as shown on the map (page 11).
- **ABSOLUTELY No PARKING** anywhere along Laburnum Drive or the side street leading into our neighboring townhome complex, Burr Oak. The convenience to a few people obstructs others and ultimately impacts effective traffic flow.
- Do not block the turning lane.
- Do not leave your car unattended in the pick-up lane; you must park in a designated space.
- During the winter months, leave your lights on while in line.
- Keep your children with you at all times.
- Do not allow children to run ahead or to cross the parking lot or street.
- **PLEASE STAY OFF YOUR CELL PHONE WHILE IN THE PICK-UP LINE SO YOU ARE ABLE TO FULLY CONCENTRATE AND HELP SECURE EVERYONE'S SAFETY.**
- Turn off your car motors while you wait in line. Be good to our environment.
- Of course, you are always welcome to turn off your car and come inside for a cup of coffee and conversation with friends ☺. If you have young children and are parking to come inside to get them, they will continue to be watched over until you are able to get into the building.



**PLEASE NOTE** - The front of the school has been designated as handicapped parking. We want our Temple and school to be easily accessible to all students and members of our congregation.



## CURRICULUM OVERVIEW

Temple Beth-El believes children must be equipped with the knowledge of the Hebrew language, which is indispensable for a full appreciation of the *spirit* of the Jewish people and Israel. Our curriculum enables students to:

- Develop familiarity with the sound of the Hebrew language through listening, speaking, singing and decoding
- Recognize that Hebrew is the language of prayer and the Bible, and is therefore, a holy language
- Recognize that Hebrew is also a living language spoken every day in the land of Israel
- Develop the ability to decode Hebrew accurately
- Develop a basic sight word vocabulary of words used most commonly in Shabbat and holiday worship
- Develop an understanding of the connection between the knowledge gained in Hebrew studies and the application of that knowledge, not only for b'nai mitzvah, but for a lifetime as a Jewish adult
- Participate proficiently and comfortably in a synagogue setting

### Curriculum Goals

**Kindergarten** We welcome our kindergartners into the school by giving them a ta'am (taste) of all the excitement and joy that Judaism has to offer. The curriculum introduces young children to Jewish holidays, the synagogue, concepts of our relationship with God, and the whys, whens and hows of Shabbat. Kindergarten students are also exposed to Jewish prayer and the Hebrew Alef-Bet throughout the year.

**First Grade** Our first graders continue to learn about Jewish holidays - adding the element of Jewish time - and synagogue life. In addition, they focus on what makes them and their families Jewish, through an exploration of "My Jewish Home." First grade students are also exposed to Jewish prayer and the Hebrew Alef-Bet throughout the year.

### Shalom Learning (Judaic Studies, Grades 2-7)

Shalom Learning is an online program. It is a new approach to Jewish learning, based on the belief that an engaging, Jewish values education is essential for children and their families to live a meaningful Jewish life.

#### Curriculum Values

- Teshuvah – Taking responsibility for your actions.
- B'Tzelem Elohim – Honoring the image of God in ourselves and others.
- Gevurah – Using one's inner strength to do what's right.
- Achrayut – Doing what you can to make the world a better place.
- Koach HaDibbur – Understanding the power of words.
- Shalom – Helping to create a calmer, more peaceful world.
- HaKarat HaTov – Seeking joy and being grateful.

## **Mitkadem** (Hebrew studies, Grades 4-6)

*Mitkadem* is a self-paced Hebrew prayer and ritual program designed to empower every child to learn Hebrew. Created with an understanding of the realities of supplementary Jewish education (limited time, inconsistent student attendance, different levels of Hebrew knowledge, levels of motivation, and involvement with Jewish practice), *Mitkadem* is part of a comprehensive approach to Hebrew education consisting of 23 levels that introduce grammar, vocabulary and reading.

### **Benefits**

- Lets each student engage with the material at his or her own level and pace.
- Frees teacher time by eliminating class review of material for students who miss a lesson or learn at a slower pace.
- Motivated and knowledgeable students can proceed quickly through the material.
- Students can pick up where they left off. No need for them to feel left behind or make self-conscious comparisons to their peers.

### **Features**

Different from traditional textbooks, every *ramah* (unit) includes several booklets with five categories of activities:

1. *Hakdamah* – Introductory activities that set the stage for the theme of each prayer and related activities. These serve as an “advanced organizer” for the unit and must be completed before moving to the remaining activities.
2. *K’riah* – Reading activities that drill decoding skills, fluent reading of the prayer, and if appropriate, chanting of the prayer.
3. *Otzar Milim* – Vocabulary activities drill key words and important phrases found within the prayer.
4. *Dikduk* – Grammar activities teach and have students use roots, prefixes, and suffixes found within the prayer.
5. *Divrei T’filah* – Activities emphasize concepts and critical thinking skills. In this section, students delve into the theological and philosophical ideology expressed in Jewish liturgy.

### **Teen Limud**

*Nilmad! Let’s Learn!* This course has been developed to provide our 8<sup>th</sup>-12<sup>th</sup> grade students with an in depth learning experience at the high level that they deserve. Teens will have class every other week. Their day will begin with lunch all together, teens will then choose one of three electives – Jewish Lens Photography, Conversational Hebrew, or Leadership as their learning track.

## Temple Beth El Education Handbook Agreement

We have read and discussed the handbook and understand and agree to follow the expectations.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date