

# Talmud Torah & TBI Youth Programs Policies

2022-23\*5783

The following policies are designed to keep our school community safe, happy, and effective. We appreciate your and your child's cooperation. If you have questions about these policies, please contact our Rabbi Educator, Rabbi Solomon at rabbisolomon@tbieugene.org.

## Vision, Mission & Curriculum

**Talmud Torah's vision and mission is to plant seeds of Jewish joy, literacy and practice that will continue to grow over a lifetime in the lives of our students and their families.**

We meet Sundays and Wednesday afternoons, depending on the grade and students' interests. Our overall curriculum, school philosophy, and vision is rooted in Our Four Pillars: relevance, depth, experiential, and relational learning.

The focus for each of our Sunday cohort classes\* is as follows:

**Zra'im – 3- to 5-year-olds – Torah Stories & Me**

**Gan – Kindergarten: Having Fun Being Jewish**

**Alef – 1st grade: Colors**

**Bet – 2nd grade: Animals**

**Gimmel – 3rd grade: Our Physical Bodies**

**Dalet – 4th grade: The World of Nature**

**Hey – 5th grade: Courage**

**Vav – 6th grade: Life Passages**

**Zayin – 7th grade: Hineni: Showing Up for Our Lives**

\*Note that some years we may combine cohort classes due to class size.

## Class Eligibility

- Students in Kita Zra'im (preschool), Kita Gan (kindergarten), and Kita Aleph (1<sup>st</sup> grade) are encouraged to participate in our Sunday morning cohort class. Students in Kita Gan (kindergarten), and Kita Aleph (1<sup>st</sup> grade) are encouraged to participate summer camp.
- Students in Kita Bet (2<sup>nd</sup>) through Kita Zayin (7<sup>th</sup>) are eligible to take JEWL (Jewish Experience, Wisdom, and Lifestyle) and Hebrew classes as well (i.e., the "full program").
- Students involved in the full-program and working towards becoming b'nai mitzvah should take all three types of classes most terms.
- We would like to see all our students continue with their Jewish studies beyond seventh grade through participation in our two Teen Sundays per month and other opportunities as available any given year. Teens do not need to be members of the synagogue to participate in Teen Sundays. Madrichim opportunities are available. Teens who participate in our Teen Sunday experiences will be given priority.

Cohort Class	transliterated name	approximate equivalent	eligibility rules
כְּתָה זְרָעִים	Kita Zra'im	Preschool (ages 3-5)	<ul style="list-style-type: none"> <li>• Students must turn 3 before attending classes</li> <li>• This is for pre-K students</li> </ul>
כְּתָה גַן	Kita Gan	Kindergarten	<ul style="list-style-type: none"> <li>• Students may enroll in Kita Gan if they turn 5 before December 31<sup>st</sup> of the kindergarten year.</li> <li>• Some children with fall birthdays may choose to be in a Talmud Torah cohort class that is a year ahead of their day school grade.</li> <li>• Students that get a late start in Talmud Torah may be asked to start in a cohort class that is younger than their day school grade.</li> <li>• Cohort classes are for TBI member children only unless there is special permission.</li> <li>• JEWL and Hebrew classes are open to non-members.</li> </ul>
כְּתָה א	Kita Aleph	1 <sup>st</sup> grade	
כְּתָה ב	Kita Bet	2 <sup>nd</sup> grade	
כְּתָה ג	Kita Gimmel	3 <sup>rd</sup> grade	
כְּתָה ד	Kita Dalet	4 <sup>th</sup> grade	
כְּתָה ה	Kita Hay	5 <sup>th</sup> grade	
כְּתָה ו	Kita Vav	6 <sup>th</sup> grade	
כְּתָה ז	Kita Zayin	7 <sup>th</sup> grade	

## Enrollment and Tuition

The registration process starts in early summer. All enrollments will now be conducted through ShulCloud, using your ShulCloud member login. **It is the parents' responsibility to make sure the school has accurate up-to-date information through this process.** Families also need to have renewed their synagogue membership to complete the Talmud Torah enrollment process (with the exception of non-members taking classes, see chart below).

For students taking JEWL or Hebrew classes, the first and second term class offerings and schedule will be communicated in September and December, respectively. Families should assume for scheduling purposes that their children will be taking classes as they are able during the following periods on Wednesday afternoons: 4:15-5:00 pm and 5:10-5:55 pm.

<b>Tuition for 2022-2023</b>	Member	With sibling discount	Non-Member
Sunday Cohort Class Only (all grades)	\$520/year	\$468/year	NA
Full Program (grades 2-7): <ul style="list-style-type: none"> <li>• Sunday morning cohort class</li> <li>• Hebrew classes</li> <li>• JEWL classes (as many as you choose)</li> </ul>	\$865/year	\$778.50/year	NA
Individual JEWL or Hebrew class (grades 2-7) <i>(Hebrew classes meet twice a week, students who are only able to come once a week pay the same as students who come twice a week)</i>	\$136/term	NA	\$150/term

Enrollment in Sunday Cohort Class only (preschool-grade 7): \$520/year (\$468 with sibling discount)  
Enrollment in Full Program (grades 2-7) (Sunday cohort, Hebrew, and JEWL classes): \$865/year (\$778.50 w/  
sibling discount)

Individual Hebrew or JEWL classes: \$136/term for members; \$150/term for non-members (no sibling discounts available)

TBI offers a 10% discount after the first child to families who enroll two or more siblings. The discount applies to the lesser tuition, with the more expensive tuition considered as the first child. If your family is able to waive this discount, it is a generous gift to Talmud Torah.

**There is a non-refundable \$100 registration and materials fee included in your tuition.**

**Starting partway through the year:** Families who start at any time during the first semester will pay full tuition. Those who start at the beginning or during the second semester will pay 1/2 tuition.

**Tuition refunds are as follows:**

- Prior to the first day of the 1st term, full tuition is refunded, less the \$100 non-refundable registration and materials fee. At that time, we've hired teachers, bought supplies, and established class sizes based on the numbers we expected.
- Prior to the first day of the 2nd time, 50% of the tuition is refunded, less the \$100 non-refundable registration and materials fee.
- There is no refund after the first day of the 2nd term. If you are being billed monthly, you will continue to be billed for the remainder of the year.
- Families with students who have special needs or other special circumstances may discuss exceptions to this policy with the Rabbi Educator or the Executive Director.

### **Tracking Participation**

Students are placed in cohort determined by age and grade level.

Hebrew level is determined based on proficiency assessed by their teachers each semester. It is not uncommon for students repeat a Hebrew level.

While JEWL participation is optional, it is highly recommended as an opportunity to round-out Jewish studies and take classes of particular interest.

Although we hope to hear from you if your child is going to be absent, no absence will be marked "unexcused." We assume that whenever your child is absent, there must be a reasonable decision behind it.

- Students who are working towards becoming b'nai mitzvah need to:
  - **be at least 13.** The ritual will not be held before the student turns 13 (either by the secular or Hebrew calendar). There is nothing wrong with postponing the date until the student is sufficiently ready, even if that is far past 13.
- **During Kita Hey, Kita Vav and Kita Zayin of Talmud Torah participation in the following are expected:**
  - **Cohort**
  - **Hebrew**
  - **JEWL classes, ideally**

New students to Talmud Torah will not start in Kita Hey, Vav or Zayin, regardless of age (unless they have participated in religious school elsewhere).

**If your child is new to Talmud Torah or unable to participate as above during these three years, please make an appointment with the Rabbi Educator.**

Please see the B'nai Mitzvah Program Family Handbook for additional **services opportunities for b'nai mitzvah students and families.**

### Timeliness, Absences/Illness

Consistent attendance and participation are crucial to the success of our students. We hope to have every child attend regularly and feel connected to classmates, teachers, and the TBI community.

Being on time demonstrates respect to teachers and fellow classmates and is a Jewish value. Please make efforts to see that your child arrives before class begins.

If your child is **ill and/or has a fever**, please do not send them to Talmud Torah. If your child feels sick while at school, we will call you to arrange a pickup and keep your child in the office until you arrive. For the most recent Covid policies, please check the TBI web site.

**If your child is going to be late or absent, please email their teachers and [talmudtorah@tbieugene.org](mailto:talmudtorah@tbieugene.org) to inform us before class so teachers can be aware.**

### **Parent/Guardian Involvement**

Parents/guardians who wish to visit their child's classroom are welcome. Visits should be arranged in advance with your child's teacher.

### Boker Tov Lounge

After drop-off on Sunday mornings, adults may come around to the south/main entrance and enter the TBI building. The main entryway will be sectioned off and available for parents and guardians to hang out and visit in the "Boker Tov Lounge" while their children are in Talmud Torah. Parents and guardians may bring their own food and drink as to the lounge area. Please check the TBI web site for current Covid policies.

**Family Volunteering:** Each Talmud Torah family is expected to fulfill **one primary volunteer role** for the year. There are a lot of options featuring a wide range of time commitments and skill sets. You will likely be asked to assist on other things throughout the year (and we hope you say yes), but this is your primary commitment. If each enrolled family takes one task, we will have many needs covered. You will have an opportunity to identify and confirm your task in the summer of the preceding year.

## Building & Behavior

Everyone is expected to demonstrate safe and respectful behavior in the building at all times and to alert the nearest staff member or responsible adult when they see something unsafe. **At general, TBI-wide events, as well as TT-sponsored events that include parents, parents are responsible for their own children's safety and behavior as outlined below.**

1. **Entering the building.** Students and parents are given a **door code** (- - - #) for use during class hours (it doesn't work at other times). Please learn the code and use it rather than buzzing the office to request entrance as that puts a strain on very limited staff resources. Do not share the code or admit people that you do not know. If you do admit someone, please greet them, and ask their names.
2. Students are expected to **remain in supervised areas** when here for TT classes. More specifically, students:
  - a. should be with a **supervising** staff member or responsible adult if outside between classes.
  - b. should not be using the **entry hall bathrooms or other downstairs rooms** unless part of a class.
  - c. are not allowed in **the courtyard** during TT hours without a supervising staff member or other responsible adult. The low height of the outer courtyard wall presents a dangerous drop to the parking lot below.
  - d. Are not allowed on the preschool playground unless participating in a supervised activity with a staff member or parent. The playground is designed for children ages 2-5 and should be left in proper order and condition for the preschool's use.
  - e. **Do not prop doors** open.
3. **No running, horseplay, or climbing** is permitted in the building, unless part of a supervised activity, and especially not on the stairs or courtyard walls (no one should be on the courtyard walls for any reason).
4. **The elevator** is off limits to students without permission from the TT office.
5. Each student should bring their own **water bottle** to class. Water bottles can be refilled in the TT workroom sink or the drinking fountains (if operating).
6. Other than their own water bottle, students should not bring **outside food or beverage** to class without special advanced permission (this would include medical reasons or bringing something to share for everyone as part of a class activity).
7. **Toys, phones, and electronics:** We want our classrooms to be focused on learning and community and so we discourage the presence and use of things which detract from this. To this end, students should

not have phones, electronic devices, or toys in class unless being used as part of a teacher-led activity. Students are asked to keep such devices away and silent. Toys, phones, or electronic devices that interrupt the learning environment will be confiscated and placed in the Talmud Torah office for pick-up by parents after class.

8. Some students may benefit from **fidget devices or strategies** by enabling them to pay greater attention to the teacher's intended lesson. Talmud Torah staff will work with any student (regardless of diagnosis) who would benefit from a tool or strategy to help with focusing attention. Such a tool or strategy needs to:
  - a. Not distract others
  - b. Result in clear improvement in the student's ability to focus on the learning activity (rather than the tool).
  - c. Be approved by the staff. (Fidget spinners are not approved tools and are considered toys.)

## Religious Observance

### **Religious services and sanctuary behavior**

- Be respectful of people's religious demeanor and needs in the synagogue and help create a space where people can daven (worship). This means that students (who are capable and old enough) are expected to avoid distracting behavior like excessive whispering, talking, and fidgeting.
- We do not put prayer books or other religious items on the floor.
- As an egalitarian synagogue, **ALL students are expected to wear a kippah/yarmulke (or other appropriate head-covering) in the sanctuary** and encouraged to do so at other times as well. Kippot are available for students to use, or they can bring their own.

**Shabbat and other Holy Days:** Use of cell phones and other personal electronic devices is not permitted at TBI on Shabbat and other chagim (holy days); this includes the social hall and the rest of the synagogue in addition to the sanctuary. We need parental support in creating technology-free sacred time and space on these days.

**Kashrut:** In keeping with TBI's kosher policy, no meat, or non-kosher fish (any fish without fins or scales), lard, gelatin, or other un-kosher animal product may be used in the synagogue or as part of a synagogue event. You can read a more detailed description of the food policy here: <https://www.tbieugene.org/new-member-faqs>.

## Health & Safety

**Food:** Talmud Torah offers snacks to students on Sunday mornings and Wednesday afternoons. If your child has special dietary needs, you are welcome to bring an alternative snack.

**Peanut-Free Zone:** We have life-threatening allergies among our student population. No foods with peanut ingredients may be served or present in the Talmud Torah area of the building or in conjunction with a Talmud Torah event unless the staff has made special arrangements to take all necessary precautions.

**Pick-up:** Please make sure that your student is picked up **on time** (no later than 5 minutes after class). If a parent/guardian anticipates being late for a student pick-up, the office should be notified, and the student will be asked to wait in the office until they are picked up.

- **Kita Zra'im, Gan and Aleph (Preschool, K, and 1<sup>st</sup> grades):** Students will be released by their teachers to their parents/guardians unless a note has been received authorizing release to someone else.
- **Kita Bet (2<sup>nd</sup> grade) and older:** All students in Kita Bet (2<sup>nd</sup> grade) and above are responsible for knowing who will be picking them up from Talmud Torah and are released at the end of class to meet that person.

**Parking Lot Safety:** Keep our parking lot safe by following these rules:

- Consider parking and coming in, but not in the temporary spot next to the back door.
- Enter from E. 29<sup>th</sup> St. and exit on University St.
- Avoid idling your car.
- The students (2<sup>nd</sup>-7<sup>th</sup> graders) will wait at the TT side entrance or in the hallway next to it.

**Inclement Weather Policy:** Talmud Torah follows the 4J School District closure policy. If 4J closes, you may assume that we are also closed. If inclement weather arrives on the weekend, Talmud Torah will make every effort to announce the closure through email, text, and the website. In any event, please do not attempt to get your family to TBI if you feel it is unsafe to do so!

## Addressing Challenges

All our students have the right to a quality Jewish education. Therefore, students are responsible for conducting themselves in a manner that promotes a positive learning environment and shows respect for themselves, others, and the temple environment.

**Kavod (respect):** This central Jewish concept is also an important quality for an effective school.

- **Self-respect** is gained through developing pride and confidence in one's work and personal relationships. Students are expected to pay attention, put forth their best effort, and to ask for help when needed.
- **Respect for others** includes treating peers, staff, and other with courtesy and kindness at all times, supporting the feelings and rights of others, respecting individual differences and ideas, and resolving differences and conflicts appropriately.
- **Respect for the school environment** includes keeping the temple facility tidy, taking good care of school property and equipment, and adhering to the customs pertinent to a synagogue.

All of us from time to time, fail to demonstrate the “kavod” we should. When this happens, our goal is to have parents, students, staff, and administration work together in partnership to address the problem. Whenever possible, challenges are handled in the context of the classroom by the teacher. However, a student who is unable to respond appropriately to the redirection by the teacher, and whose presence is detrimental to the learning of others, will be removed from the class for a short period of time. If a student is unable to re-engage with more positive behavior, the student’s parents may be called and asked to take their child home.

If challenges with a child's behavior continues, the parents and child will be asked to meet with the Rabbi Educator and/or teacher (and in certain situations, the Rabbi) to discuss the situation and work towards a solution. In severe cases, such as chronic disruption of classes, actions which threaten the safety and well-being of others, or actions detrimental to the school property or morale, suspension or expulsion may be necessary.

Likewise, if students or parents have concerns about the learning environment, the first step is to communicate respectfully with the staff member responsible, assuming the best in each teacher as a starting place. If that is ineffective, please bring your concerns to the Rabbi Educator.