

Congregation Beth Shalom

# The Polsky Religious School Family Handbook

14200 Lamar Avenue  
Overland Park, KS 66223

Website: <http://www.bethshalomkc.org/>

## ADMINISTRATIVE INFORMATION YOU NEED TO KNOW

**School Telephones:** 913-647-7290 (front desk)  
913-647-7286 (School Coordinator)

**FAX:** 913-647-7278 (attn: PRS)

**E-mail addresses:**

Hazzan Tahl Ben-Yehuda, Director of Congregational Learning  
Jill Goldstein, Ritual/Religious School Coordinator

[hazzantby@bethshalomkc.org](mailto:hazzantby@bethshalomkc.org)  
[jgoldstein@bethshalomkc.org](mailto:jgoldstein@bethshalomkc.org)

## Hebrew School Hours

Kindergarten - 2 <sup>nd</sup> grade And 8 <sup>th</sup> – 10 <sup>th</sup> grades	Sunday	9 AM - 12:15 PM
3 <sup>rd</sup> -7 <sup>th</sup> grades	Sunday Wednesday	9 AM - 12: 15 PM 4:15 - 6:15 PM

Sunday: All families should enter through the upper entrance to the building & proceed to Goldsmith Hall at 9 AM  
All students will be dismissed to the front circle at 12:15 PM

Wednesday: Everyone should be dropped off at the upper level at 4:15 PM, & picked up at 6:15 PM

**Do not park your vehicle along the islands in the lot or block the spaces marked  
“Handicapped” unless you have the appropriate tag displayed on your vehicle.**



Congregation Beth Shalom  
The Polsky Religious School of Conservative Judaism

### MISSION

The Polsky Religious School of Conservative Judaism will create an inclusive religious school environment for children and their families that fosters a life-long love of Jewish learning, Jewish identity, and spiritual growth in accordance with the philosophy and standards of the Conservative Movement.

### VISION

We foster family commitment to the study of Torah, worship and performing mitzvot within a caring community.

### VALUES

The Polsky Religious School of Conservative Judaism demonstrates values of "*Al sh'loshah d'varim haolam omed: al haTorah; al haAvodah; v'al G'milut Hasadim.*" "The world is founded on three things: on study; on worship; and on acts of loving kindness." *Pirket Avot*—Ethics of the Fathers, 1:2.

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## POLSKY RELIGIOUS SCHOOL PROGRAMMING & RITUAL PROGRAMS FOR BETH SHALOM STUDENTS

- Please go to [www.bethshalomkc.org](http://www.bethshalomkc.org) to view the complete School Calendar for the 2016-17 school year.

**Rimon Service with dinner: August 19, Dec 30, May 5**  
**School Shabbat with dinner: Nov 11, Jan 20, Apr 28**

**RIMON:** Several times throughout the year, there will be a Rimon Service, where PRS families are invited to celebrate Shabbat together. All families with school-age children will be encouraged to attend. There will be either an *Oneg*, a celebration, after services, or a meal will be served.

**SCHOOL SHABBAT:** On three Friday nights, there will be special Shabbat services for all families with school-age children. The meals will be heavily subsidized through a generous grant from the Polsky Family Foundation.

**SCHOOL-WIDE SUNDAY BREAKFAST:** Every Sunday of PRS, the day will begin with school-wide breakfast from 9:00 – 9:30 with Hazzan Ben-Yehuda, parents and students. All grades, all families are invited to attend.

**SUNDAY MORNING TEFILLOT:** Every Sunday, grades K-7 will begin in the Goldsmith Hall with community *tefillot*, *davening* and prayer time. Hazzan Ben-Yehuda will lead the service, and students will participate in the learner's *minyan*, a special service designed for our students to experience prayer, learn the prayers and have an opportunity to lead the prayers they have learned. Parents are encouraged to stay from 9:30-10:00 for this community *tefillah* time. Teachers will be present for *tefillot*.

**HEBREW HIGH SUNDAY MORNING:** Eighth, Ninth and Tenth grade classes meet on Sunday morning from 10:00 to 12:15. The school day begins for Hebrew High at 9:30 with nosh and drosh. Students will share breakfast together with a teacher or clergy person for some relaxed schmoozing.

### Expectations for Conduct

We expect that all students and adults will honor themselves, synagogue property, teachers and classmates with respectful and appropriate behavior. Bullying is not tolerated whatsoever.

## **Procedures for Leaving the Campus**

While classes or programs are in session, students are not allowed to leave the building unless accompanied by a parent/guardian, or on an officially sanctioned field trip.

If it is necessary to take your child out of school early, please:

- Send a note to the office indicating the time of early pick-up and who will be picking them up. **Students will not be released to anyone other than a parent or guardian without prior written consent.**
- **A parent or guardian must come into the school office and sign the student(s) out.**

Teachers have been instructed to never dismiss a student from class without first being notified to do so from the office. **Students will not be dismissed in the last 15 minutes of class.**

## **Visitor Regulations, Snow and Other Emergency Information**

### **Visiting Parents**

Parents are always welcome to visit the Polsky Religious School. We ask that you sign in at the office so that we know who is in the building and can inform the appropriate teacher or teachers.

### **Visiting Students**

Students may bring a guest to class if it has been cleared through this or her teacher ahead of time.

### **School Closing Information**

Polsky Religious School will close due to inclement weather or if road conditions are unsafe. Please check one of the following if you are unsure.

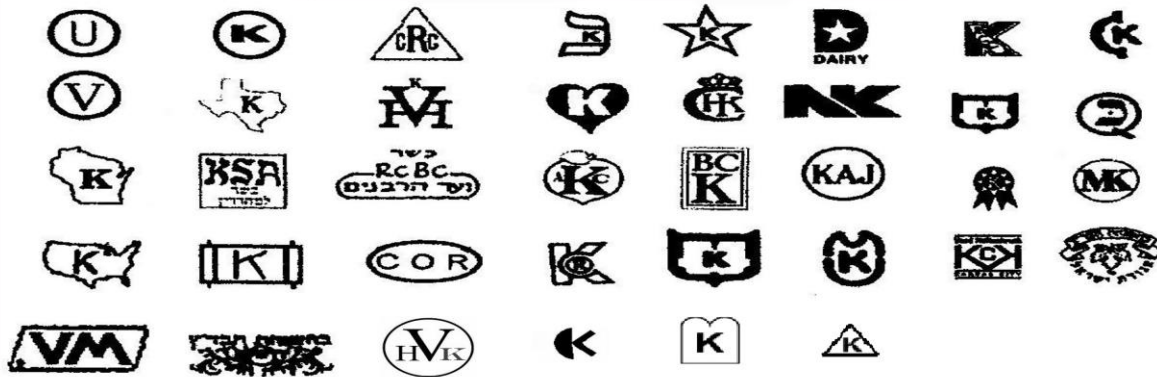
- KSHB-NBC
- WDAF-Fox 4
- KCTV 5
- Call the school office (913) 647-7286
- Text Hazzan Ben-Yehuda at 904-718-9346
- Check the Beth Shalom website [www.bethshalomkc.org](http://www.bethshalomkc.org)

**Decisions will not be made before 1:30 p.m. on a Wednesday or before 8:00 a.m. on a Sunday. Parents will receive a phone call or text message in case of a school cancellation.**

## Food Policy at Polsky Religious School

Since our weekday students come to the Education Center after a long day of public/private school and other activities, we know that they will often bring snacks with them. Packaged food must have a *hashgacha*, a symbol that identifies it as Kosher. Below are the most common *hashgachot*. If you are unsure of a food you wish to send with your child, please consult Rabbi Glickman.

Only snacks with a Kashrut symbol (see below) may be brought into the building.



In addition, the following bakeries in our community are under Rabbinic supervision:

Hen House Bakery (117<sup>th</sup> & Roe only)    Bagel Works (bread & bagel only)

### **Birthday Treats**

If you wish to have your child's birthday celebrated at school, please speak with the classroom teacher at least two weeks in advance to arrange for the proper refreshment. We will be happy to assist you in selecting an appropriate kosher snack. **No homemade food may be served or brought into the Synagogue at any time for any reason.**

### **Food Allergies**

The Polsky Religious School strives to provide a safe learning environment for all of our students as we integrate the ages-old tradition of *seudat mitzvah*, a meal celebrating the performance of a mitzvah, into many of our holiday celebrations. Frequently, traditional foods are served as part of school lessons/celebrations. If a child has a food allergy, it is essential that parents inform the school office on their health form. In addition, parents should brief their child's teacher as to the implications of the food allergy. Children who might require the use of an epi pen due to allergies should be sure to carry one with them at all times. We suggest an epi-pen (labeled with your child's name) be kept in the Religious School Coordinator's office. Teachers will be trained to administer them at the beginning of each school year.

## **Administrative Policies & Procedures**

### **Absences**

**It is the policy of the Polsky Religious School to promote only those students who have attended 70 percent or more of the teaching sessions.** We realize that there are many pressures on your time, but participation in religious school classes and programs must be a priority. Doctor appointments, extra-curricular programs and lessons should be scheduled on days when school is not in session.

You can be of further assistance to our program by making sure your children are at school on time and have the proper materials and books for each session.

### **Alcohol/Drug/Illegal Substance Policy**

The Polsky Religious School has a zero tolerance policy on alcohol, drugs and illegal substances.

When there is a reasonable suspicion that a student has used, or is in the possession of one of the substances or paraphernalia referenced above, the Director of Congregational Learning will remove the student from the class or program, and a parent conference with the Director will take place before that student can return.

### **Books/Materials**

Each child will receive the necessary text materials for their class, which will be checked out to him/her. **It is the student's responsibility to make sure the non-consumable materials are returned at the end of the year in the same condition as they were received.** Some of these materials will be consumable and will be sent home when they are finished or at the end of the year. If a student is unable to locate his/her books for two consecutive sessions, it is our policy to assume the materials are lost. We will re-order them and bill you accordingly. Any other materials that are defaced, or damaged in any way, will also be billed to you. Please encourage your children to take care of and respect school property.

**At the Open House on August 21, teachers will give the students a list of supplies they will need for the year.**

**Help keep our school green—send a non-disposable  
water bottle to school with each of your children to keep in their desks.**

### **Bullying & Teasing**

The following policy was passed the School Committee. Bullying is repetitive negative actions directed at other children. Bullying is an imbalance of power, so the target has trouble defending him or herself.

Bullying, teasing, and aggressive behaviors do not have a place in our school and will not be tolerated. The classroom teacher, in consultation with the Director of Congregational Learning, will evaluate each incident and select appropriate interventions.

### **Cell Phones**

This policy was approved by the Polsky Religious School committee. The Polsky Religious School is not responsible for any cell phones or electronic devices that are brought to school.

1. During school hours, cell phones and other electronic devices are to be turned off and kept out of sight.
2. Any phone or electronic device that is visible will be taken from the student and returned at the end of class (unless below #4 is applied).
3. New phones have been installed in each classroom. Teachers will have a 4-number code which will allow an outside phone call to be placed if needed.
4. Students may be asked by the teacher to use their smart phone during class, so students should bring them with the understanding they are to be used ONLY when instructed by the teacher to do so.

We recognize that it is a parental decision whether your children should have a cell phone. Our policy is designed to enhance the safety and education of all our students. If a student needs to contact a parent or a parent needs to contact a student, this can be done through the school's front desk (913-647-7290).

### **Dress Code**

We ask that students dress appropriately for the place and purpose. When we pray, we speak to God. When we study, God speaks to us. Please dress appropriately as classes often begin in the sanctuary with a short service. Shoulders should be covered; short miniskirts, short shorts and inappropriate logos on t-shirts are not suitable for services.

### **Emergencies**

If a child should receive a minor injury while at the Religious School, we will take the appropriate means of intervention. In more serious cases, the parent will be notified immediately. For any injury in which we feel it is necessary for the child to have immediate emergency medical attention, the paramedics will be called to the school, and parents will be contacted.

**Each child must have a current Consent for Emergency Treatment form on file in the school office.** If there is a change in any of your child's information, it is your responsibility to inform the office immediately.

### **Health & Safety**

Good health is an integral part of a student's school experience.

- Please notify the school if your child contracts any infectious illnesses such as Chicken Pox, Strep Throat or head lice.
- If your child has a fever or has vomited due to illness, please keep your child out of school for 24 hours.
- If your child is on antibiotics, please wait one full day to send him/her back to school. It takes at least this much time for your child to not be infectious.



### **Homework**

All students will engage in project work, and sometimes they will need time outside of class to prepare. Please support your children in their need to do research or preparations for these projects.

- When learning Hebrew, it is extremely important for some work to be done at home to facilitate retention and the development of skills. It is in your child's best interest to **encourage Hebrew review for at least ten minutes a day.**
- We appreciate your cooperation in supporting the teachers by making sure that any assignments are completed when they are due.

Please consult your child's teacher for clarification on class assignments.

### **Kashrut & Snacks**

Refer to our policy on page 6-7 of this handbook.

### **Kipot & Tallitot**

Kipot are to be worn by all male students and adults during Religious School classes and tefillot (prayers). The wearing of kipot is encouraged for females. Boys and girls of Bar/Bat Mitzvah age should wear a tallit as well during Sunday morning services.

### **Passport to Israel**

This community-wide, savings-incentive program provides matching money to 3<sup>rd</sup> through 8<sup>th</sup> graders through the Flo Harris Supporting Foundation. There are 2 ways to participate in this program.

- The first way is beginning in the 3<sup>rd</sup> grade, families can contribute \$150, Beth Shalom contributes \$50 and the Jewish Community Foundation will match this combined \$200 with another \$100 for a combined total of \$300.
- In the second option, Beth Shalom will increase its contribution from \$50 to \$100, families will increase their contributions from \$150 to \$200, and the Jewish Community Foundation will match this combined \$300 with another \$100 for a combined total of \$400. In addition, Beth Shalom will open this program to second grade students. The Jewish Community will not participate in the second grade contribution, but will in all subsequent 3<sup>rd</sup> through 8<sup>th</sup> grade years.
- Passport money may be used for approved Israel programs and March of the Living. **The Beth Shalom deadline for turning in your contribution is December 1 — there will be no exceptions.**

### **Scholarship Assistance**

Religious School scholarship assistance is available for families who are members in good standing for one year prior to their application.

Beth Shalom families can obtain scholarship forms from the school office for both religious school and summer programs. They should be completed and returned to the school office, along with your most current W-4. Scholarships will only be granted to those families who are members in good standing for one year prior to their application.

### **School Schedule**

Kindergarten - 2 <sup>nd</sup> grade	Sunday	9 AM - 12:15 PM
3 <sup>rd</sup> -7 <sup>th</sup> grades	Sunday	9: AM - 12: 15 PM
	Wednesday	4:15 - 6:15 PM
8 <sup>th</sup> -10 <sup>th</sup> Grades	Sunday	9:00 AM – 12:15 PM

### **Tzedakah**

Tzedakah is collected at the start of each K-10 class. (One suggestion is that each child bring a zip lock bag with enough change for the entire month.) Teachers discuss the importance of tzedakah from the very first day of classes, and students are encouraged to participate in this mitzvah, as they are able. Throughout the year students will be encouraged to bring other items, such as blankets, clothes or toys to support Congregation or school-sponsored social action projects.

## 2016 – 17 PRS CALENDAR

THE POLSKY RELIGIOUS SCHOOL WILL BE IN SESSION ON THE FOLLOWING DAYS/TIMES:

**SUNDAY**      9:00 AM                      FAMILY TEFILLOT  
                          9:30 AM-12:15 PM      K-10<sup>TH</sup> GRADE CLASSES  
**WEDNESDAY** 4:15-6:15 PM      3<sup>RD</sup>-7<sup>TH</sup> GRADE CLASSES

<u>MONTH</u>	<u>SUNDAYS—K-10<sup>th</sup></u>	<u>WEDNESDAYS—3<sup>rd</sup>-7<sup>th</sup></u>
August	none	24 & 31 (Hebrew Jump Start)
September	11 (K-2 & 8-10 begins) 18 & 25	7, 14 21 & 28
October	9, 16, 23 & 30	19 & 26
November	6, 13 & 20	2, 9, 16 & 30
December	4, 11 & 18	7 & 14
January	8, 22 & 29	11, 18 (parent/student/teacher conferences) & 25
February	5, 12 & 26	1, 8, 15 & 22
March	5 & 26	1, 8, 22 & 29
April	2, 23 & 30	5, 19 & 26
May	7 (last day for K-10)	3

We will **NOT** be in session as follows:

September 4 (Labor Day Weekend)

October 2, 5 & 12 (High Holiday Season)

November 23 & 27 (Thanksgiving break)

December 21, 25 & 28 (Winter Break)

January 1 (Winter Break) & 4 (Staff In-Service)

January 15 (Martin Luther King, Jr. Weekend)

February 19 (Presidents' Day Weekend)

March 12, 15 & 19 (Spring Break)

April 9, 12 & 16 (Passover Break)