

Date/Date Due	Item Due/Event	Items Needed	Complete (Y/N)
Mondays (<i>starting 6 mos prior</i>)	BM child meets weekly with Morah Marian		
Tuesdays (<i>starting 6 mos prior</i>)	BM child meets weekly with Rabbi Moritt		
15th of the month, 1-2 months prior to BM date	Submit BM child bio for TBE newsletter	Sample bio in TBE BM Toolkit folder	
3 weeks prior to BM event date	Submit Honors Sheet for service	Document in TBE BM Toolkit folder	
3rd Thursday prior to BM event date (exact time TBD)	In-person rehearsal for BM child in sanctuary with Rabbi		
2nd Thursday prior to BM event date (exact time TBD)	In-person rehearsal for BM child in sanctuary with Rabbi		
BM prior to Own Bar Mitzvah date (Saturday dates vary)	Usher for previous BM child and family	Usher details/instructions in BM Toolkit folder	
Final Thursday before BM weekend (exact time TBD)	In-person rehearsal for FULL FAMILY in sanctuary with Rabbi		