

HANDBOOK



2026-2027

ADAT SHALOM - BETH ACHIM LEARNING COMMUNITY

29901 Middlebelt Road

Farmington Hills, MI 48334

adatshalom.org/education | 248-626-2153

CONTACT INFORMATION

DIRECTOR OF EDUCATION

Dr. Melissa Ser, CJE
mser@adatshalom.org
248-626-2153
248-804-3501 (cell)

DIRECTOR OF ADULT LEARNING & YOUTH ENGAGEMENT

Jodi Gross
jgross@adatshalom.org
248-626-2153

ADMINISTRATIVE ASSISTANT

Caryn Noveck
cnoveck@adatshalom.org
248-626-2153

GET INVOLVED

Parent Teacher Committee

If you are interested in being involved, please let us know!

Room Parents

We would love to have your support in our classrooms! Please contact your child's teacher directly if you are interested in supporting the class periodically throughout the year.

SUNDAYS • 9AM TO 12PM

PRE-K • ROOM 103

Alyssa Diskin
diskin.liss@gmail.com

K • ROOM 104

Shelly Tarockoff
starockoff@gmail.com

1ST GRADE • ROOM 102

Andrea Berger
bergerfamily6721@yahoo.com

2ND GRADE • ROOM 101

Ettie Schargorodsky
ettieschar@aol.com

3RD GRADE • ROOM 106

Halli Tarockoff
hallitarockoff@gmail.com

4TH GRADE • ROOM 107

Hilary Glaser
hlglaser@gmail.com

5TH GRADE • ROOM 108

Abbi Tarockoff
abigail.tarockoff@gmail.com

6TH GRADE • ROOM 109

Micole Orlofsky
micoleorlofsky@yahoo.com

7TH GRADE • ROOM 110

Emily Hollenberg
ylime1@gmail.com

WEDNESDAYS • 4:30 TO 6PM

2ND 3RD & 4TH GRADES

Halli Tarockoff
hallitarockoff@gmail.com

Ariel Blizzard
ariel.stollman@outlook.com

5TH 6TH & 7TH GRADES

Abbi Tarockoff
abigail.tarockoff@gmail.com

Micole Orlofsky
micoleorlofsky@yahoo.com

SPECIALISTS

Ariel Blizzard

Opening the Doors

Rochel Nachlas

Hebrew Language

Lavy Ezer

Shinshin / Israel Specialist

Avi Graham

Assistant

Debbi Stybel

Opening the Doors Hebrew

Carly Rosen

Hebrew Reading

Shayla Mostyn

Hebrew Reading

MADRICHIM

A madrich is a guide, and our school has an amazing cohort of teens who choose to continue being part of the Adat Shalom community on a weekly basis! Beginning in eighth grade, teens may volunteer or work within the school as classroom assistants.

Teens complete regular training and learn how to best assist the classroom teachers and their students.

Madrichim often work with students in small groups during Hebrew reading, help students with projects, run activity stations or games, and more.

CALENDAR

Calendar - Adat Shalom Beth Achim Learning Community 2026-2027

Subject to change • last updated 8/27/26

Date	Time	Event
Sunday, Aug 30	9:00am - 2:00pm	 Faculty/Madrichim Training
Wednesday, Sep 9	4:30pm - 6:00pm	 First Day of Wednesday classes (2-7)
Friday, Sep 11	Evening	 Erev Rosh Hashanah
Saturday, Sep 12	All day	 Rosh Hashanah 1  Kids' Club
Sunday, Sep 13	All day	 Rosh Hashanah 2  Kids' Club
Wednesday, Sep 16	4:30pm - 6:00pm	 Classes in session (2-7)
Sunday, Sep 20	9:00am - 12:00pm 9:30am - 10:15am 12:00pm - 2:00pm Evening	 First Day of Sunday Classes (PK-7)  Parent coffee & meeting  B.A.M. Be A Mensch Volunteering (grades 5, 6, 7)  Erev Yom Kippur / Kol Nidre  Kids' Club
Monday, Sep 21	All day	 Yom Kippur  Kids' Club
Wednesday, Sep 23	4:30pm - 6:00pm	 Classes in session (2-7)
Friday, Sep 25	Evening	 Erev Sukkot
Saturday, Sep 26	All day	 Sukkot I
Sunday, Sep 27	9:00am - 12:00pm All day	 Classes in session - Sukkot Edition (PK-7)  Parent Learning - Sukkot Edition  Sukkot II
Wednesday, Sep 30	4:30pm - 6:00pm	 Classes in session (2-7)
Friday, Oct 2	All day Evening	 Hoshanah Rabbah  Erev Shemini Atzeret
Saturday, Oct 3	All day Evening	 Shemini Atzeret  Erev Simchat Torah
Sunday, Oct 4	9:00am - 12:00pm	 Classes in session - Simchat Torah Edition (PK-7)

 Sundays  Wednesdays  Faculty  Parents  Family  B'Mitzvah  Youth  Hebrew groups

If your child is enrolled in Hebrew Groups after school on Sundays and **signs up in advance** to participate in or volunteer with Kids' Afternoon of Fun or B.A.M. Be A Mensch, we will pull your child for Hebrew reading during the morning.

[Click for CalendarWiz](#)

WHAT TO BRING

What to Bring

- A refillable water bottle
- Money for tzedakah
- A snack or money to purchase a snack
- Tallit and/or tefillin once post-b'nai mitzvah
- Your bag (teek) - new students will receive one in September
- A kippah (required for boys; optional for girls)

What not to Bring

- Cell phones
- Smart watches
- Handheld video games
- Toys from home

Both cell phones and smart watches are a distraction to learning, and cause a significant amount of distress if they are lost or broken. Please keep these at home. If you need to reach your child, please contact the school office. If your child needs to reach you, we will gladly assist.

SNACKS

Students may purchase snacks and/or drinks before school. All snacks are kosher and nut free, and we always have dairy free and gluten free options available.

If you would like to send a snack from home, please ensure it is kosher and nut free. You may preorder snacks/bagels for the year with your registration.

COMMUNICATION

Email

Every week during the school year, we send out an email to all addresses in our system. These emails contain important highlights of the coming week, dates to remember, special notices, information about upcoming programs of interest, and any changes to our regularly scheduled programming.

If you do not receive teacher emails or messages, please contact your child's teacher directly to be sure he or she has the correct email address/phone number. If you do not receive Learning Community emails, please make sure we have your correct email address and that you have not opted-out of emails from us.

SMS / Texting

Ahead of important programs, or in the event of a school cancellation, we send text messages to parents.

You can now opt-into text messaging from the synagogue.

Family Hub

The school's Family Hub will have links, sign ups, announcements and more. It is updated frequently and is located here.

Facebook

We have a closed Facebook group, called "Adat Shalom-Beth Achim Learning Community." Please request to join! You can also "like" Adat Shalom Synagogue's Facebook page to get updates on synagogue activities and items of interest.

<https://www.facebook.com/groups/ASBA.learningcommunity>
<https://www.facebook.com/adatshalomsyn>

DROP OFF + PICK UP

Car Line

Sundays:

Kaufman Entrance

- Drop off: 8:45 to 9:05am
- Pick up: 12 to 12:10pm

Wednesdays:

Canner Entrance

- Drop off: 3:45 to 4:30pm
- Pick up: 6 to 6:10pm

Parking

Sundays and Wednesdays: Canner Entrance

Follow these directions if:

- Your child is in PreK, K, or 1st grade
- You need to pick up early or bring your child late.
- You want to have a conversation with a staff member
- Your children want you to walk them to the classroom

Late drop off or early pickup:

- Park and enter through the West Entrance (Canner).
- Security will buzz you in from the door on the right.
- Come directly to the school office to sign in or out.

Students in PreK, Kindergarten and 1st Grade must be picked up by an adult inside the building. If you would like an older sibling to pick your younger child up from the classroom, you must provide this information in writing.

- Enter at Middlebelt Road & Exit at 13 Mile Road
- Follow the traffic pattern & pull forward
- Do not leave your car unattended

EDUCATIONAL SUPPORT

Opening the Doors

We welcome children with differentiated needs into our classrooms. An Opening the Doors specialist works with students who have learning challenges and/or special needs, as well as with their teachers and madrichim on methods of inclusion and integration and differentiated learning strategies. Opening the Doors is a program of Jewish Family Services.

IEP and 504 Plans

We request that if an IEP or 504 plan (or similar) exists, that families provide those to us so that we can aim to achieve the same benchmarks and understand the specifics of your child's needs.

Buddies

Students who need a teen buddy/shadow are provided with one at no cost to the family. These teens are specially trained to work one-on-one with students with special needs, and often work with the same child for multiple years.

In cases where an adult paraprofessional is needed, please contact the office to discuss arrangements and costs.

Deaf / HoH Students

ASL Interpretation is offered at family programming and during class time. We are working with DeafCAN to provide access to all Jewish children.

HEALTH + WELLNESS

Please keep your child home if ill! If your child or anyone in your family tests positive for COVID-19, the flu, or any other contagious illness, please consult with your family doctor as to who needs to stay home. We strongly encourage everyone to remain up to date on flu and covid boosters as well as other vaccines.

Allergies & Medical Conditions

If your child has an allergy or medical condition, we must have an emergency protocol and current emergency medications, epi-pens, and/or inhalers in our office. Our school environment is nut free (you may not bring food that “may contain tree nuts or peanuts” or are “processed on shared equipment with tree nuts or peanuts”). We have students in the school with airborne nut allergies.

Thank you for keeping all our children safe.

SAFETY + SECURITY

There are GABRIEL alarm systems installed throughout the main level of the Synagogue. These are emergency devices that alert the police in case there is an active threat in the Synagogue. These are **ONLY** to be pressed and activated in case of emergency. Please make sure you and your child(ren) do not lean on or play with these devices.

In addition, security cameras around the building keep us secure. Additional security measures are in place throughout the year, including security personnel on site.

Fire and Emergency drills will take place throughout the year.

Adat Shalom contracts a specific security team, Shamar Services, LLC. They are on site for each school day and special events and programs. Additionally, on Saturday mornings and when deemed advisable, officers from the Farmington Hills Police Department are on site.



STANDARD RESPONSE PROTOCOL IS IN PLACE

More information on the next two pages

EMERGENCY RESPONSE



In partnership with the Farmington Hills Police Department and our Security team, we have implemented a standard response protocol, and all of our teachers have participated in Active Shooter Response training. This protocol is identical to those used in all Michigan schools.

STANDARD RESPONSE PROTOCOL

INFORMATION FOR PARENTS AND GUARDIANS

Our school has adopted The "I Love U Guys" Foundation's Standard Response Protocol (SRP). Students and staff will be training, practicing, and drilling the protocol.

COMMON LANGUAGE

The Standard Response Protocol (SRP) is based on an all-hazards approach as opposed to individual scenarios. Like the Incident Command System (ICS), SRP utilizes clear common language while allowing for flexibility in protocol.

The premise is simple - there are five specific actions that can be performed during an incident. When communicating these, the action is labeled with a "Term of Art" and is then followed by a "Directive." Execution of the action is performed by active participants, including students, staff, teachers and first responders. The SRP is based on the following actions: Hold, Secure, Lockdown, Evacuate, and Shelter.

HOLD

"In Your Classroom or Area"

Students are trained to:

- Clear the hallways and remain in their area or room until the "All Clear" is announced
- Do business as usual

Adults and staff are trained to:

- Close and lock the door
- Account for students and adults
- Do business as usual



SECURE

"Get Inside. Lock outside doors"

Students are trained to:

- Return to inside of building
- Do business as usual

Adults and staff are trained to:

- Bring everyone indoors
- Lock the outside doors
- Increase situational awareness
- Account for students and adults
- Do business as usual



LOCKDOWN

"Locks, Lights, Out of Sight"

Students are trained to:

- Move away from sight
- Maintain silence
- Do not open the door

Adults and staff are trained to:

- Recover students from hallway if possible
- Lock the classroom door
- Turn out the lights
- Move away from sight
- Maintain silence
- Do not open the door
- Prepare to evade or defend



EVACUATE

"To a Location"

Students are trained to:

- Leave stuff behind if required to
- If possible, bring their phone
- Follow instructions

Adults and staff are trained to:

- Bring roll sheet and Go Bag (unless instructed not to bring anything with them, dependent on reason for evacuation.)
- Lead students to Evacuation location
- Account for students and adults
- Report injuries or problems using Red Card/Green Card method.



SHELTER

"State Hazard and Safety Strategy"

Hazards might include:

- Tornado
- Hazmat
- Earthquake
- Tsunami

Safety Strategies might include:

- Evacuate to shelter area
- Seal the room
- Drop, cover and hold
- Get to high ground

Students are trained in:

- Appropriate Hazards and Safety Strategies

Adults and staff are trained in:

- Appropriate Hazards and Safety Strategies
- Accounting for students and adults
- Report injuries or problems using Red Card/Green Card method.





STANDARD RESPONSE PROTOCOL

PARENT GUIDANCE

In the event of a live incident, parents may have questions about their role.

SECURE

“Get Inside. Lock outside doors”



Secure is called when there is something dangerous outside of the building. Students and staff are brought into the building and the outside doors will be locked. The school might display the Building is Secured poster on entry doors or nearby windows. Inside, it will be business as usual.

SHOULD PARENTS COME TO THE SCHOOL DURING A SECURE EVENT?

Probably not. Every effort is made to conduct classes as normal during a secure event. Additionally, parents may be asked to stay outside during a Secure event.

WHAT IF PARENTS NEED TO PICK UP THEIR STUDENT?

Depending on the situation, it may not be safe to release the student. As the situation evolves, Secure might change to a Monitored Entry and/or Controlled Release.



WILL PARENTS BE NOTIFIED WHEN A SCHOOL GOES INTO SECURE?

When a secure event is brief or the hazard is non-violent, like a wild animal on the playground, there may not be a need to notify parents while the Secure is in place.

With longer or more dangerous events, the school should notify parents that the school has increased their security.

LOCKDOWN

“Locks, Lights, Out of Sight”



A Lockdown is called when there is something dangerous inside of the building. Students and staff are trained to enter or remain in a room that can be locked, and maintain silence.

A Lockdown is only initiated when there is an active threat inside or very close to the building.

SHOULD PARENTS COME TO THE SCHOOL DURING A LOCKDOWN?

The natural inclination for parents is to go to the school during a Lockdown. Understandable, but perhaps problematic. If there is a threat inside the building, law enforcement will be responding. It is unlikely that parents will be granted access to the building or even the campus. If parents are already in the school, they will be instructed to Lockdown as well.

SHOULD PARENTS TEXT THEIR STUDENTS?

The school recognizes the importance of communication between parents and students during a Lockdown event. Parents should be aware though, during the initial period of a Lockdown, it may not be safe for students to text their parents. As the situation resolves, students may be asked to update their parents on a regular basis.

In some cases, students may be evacuated and transported off-site for a student-parent reunification.

WHAT ABOUT UNANNOUNCED DRILLS?

The school may conduct unscheduled drills, however it is highly discouraged to conduct one without announcing that it as a drill. That's called an unannounced drill and can cause undue concern and stress.

Parents should recognize that the school will always inform students that it is a drill during the initial announcement.

It's important to differentiate between a **drill** and an exercise. A drill is used to create the “Muscle Memory” associated with a practiced action. There is no simulation of an event; this is simply performing the action. An exercise simulates an actual event to test the capacity of personnel and equipment.

CAN PARENTS OBSERVE OR PARTICIPATE IN THE DRILLS?

The school welcomes parents who wish to observe or participate in drills.



ACCESSIBILITY

Accessibility

The school is located on the ground floor of the building. We have an elevator located at the far end of the building, across from an accessible and gender-neutral bathroom. Families who need to access the building without stairs should call the school office to have the doors near the elevator unlocked.

All Gender Restrooms: On the lower level near the Kaufman Entrance/Exit there is an accessible and unisex restroom. There is an additional all-gender restroom upstairs in the Breakfast Room, and two near the clergy wing.

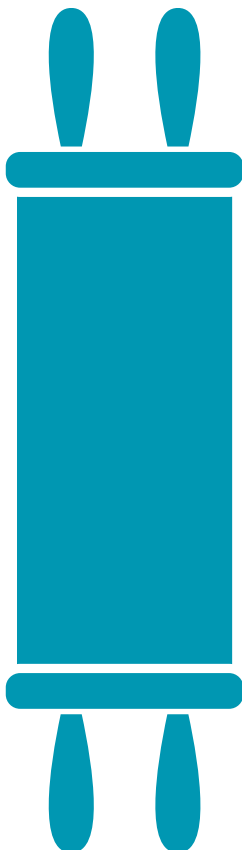
Bathrooms

There are single-stall bathrooms in/adjacent to rooms 102, 103, 104 and 105. Men's and women's restrooms are also located in the lower atrium (near the bottom of the circular stairs), inside the lower level kitchen, and on the mid-level outside the Israel Room, in addition to the main restrooms upstairs by the clergy wing and the sanctuary.

The restroom in Melissa's office has a supply of menstrual products and additional personal hygiene items that are available to anyone who needs.

OUR MISSION

We are committed to enriching the lives of students and families within our congregation in a nurturing environment through diverse Jewish educational experiences according to the values of Conservative Judaism as they relate to God, Torah, holidays, prayer, history, the Hebrew language and the State of Israel. Our school promotes connections between and among families, the synagogue, the community and the State of Israel, creating a path to a happy and meaningful Jewish life.

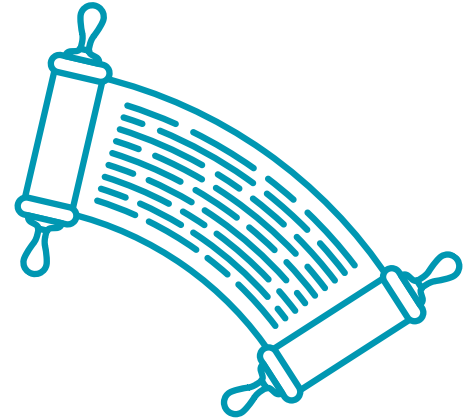


OUR VISION

Our students take pride in being Jewish through an education focused on age-appropriate, experiential learning that enhances each student's appreciation for lifelong learning and living as Jews. As an important part of our synagogue community, students gain an understanding of the way Conservative Judaism is practiced at Adat Shalom Synagogue. They have a strong sense of Jewish values, ethics, Torah, traditions, Israel, and tikkun olam (social action) and have the opportunity to lead as well as participate in tefillot (communal prayer). Their understanding of Judaism gives them a sense of who they are and an appreciation of their role in the larger Jewish community that will last a lifetime.

OUR LEARNING ENVIRONMENT

Our school is warm and nurturing. Students feel safe and free to express themselves. Our learning environment is one of mutual honor and respect. Dedicated, creative and enthusiastic teachers guide our students using different learning modalities while meeting the needs of each student. They create a student-centered, active learning environment that extends beyond the classroom into the lives of our students and their families.



OUR FAMILIES



Our families are part of a diverse, engaged and motivated community. They are connected to each other, to Adat Shalom Synagogue, and to the larger Jewish community. By offering meaningful experiences, celebrating holidays and Shabbat, our school provides students and their extended families with opportunities for ongoing spiritual growth.

OUR CONGREGATION

The Rabbis, Hazzan and other professionals have an active and visible role in the school. Having developed meaningful connections with our clergy and staff, our students and families feel valued in the greater congregation and are motivated to be involved in all aspects of Adat Shalom Synagogue.



