שתיקה בתפילה

GUIDE FOR YESHIVA MINYAN

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V'Ani Tefillah
FOUNDATION
'PRAYING WITH FIRE'

RABBINICAL ADVISORY BOARD
HaRav Shmuel Kamenetsky
HaRav Mattisyahu Salomon

TEFILLAH POWER

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What Your Package Includes:

Dear Esteemed *Mechanech*:
Shalom U'Vracha!

Thank you for participating in the unique *Shtika* B'Tefillah Initiative for your minyan created by the V'Ani Tefillah Foundation (VAT). BE"H, to ensure the success of the ***Shtika B'Tefillah* Initiative** and to make it easy for you to implement, we include the following in your package:

- ***Shtika* Instruction Sheet**: Included separately in your package is a ***Shtika* Instruction Sheet** for each student who has not received one. Students who are participating in the *Tefillah Power* initiative received a ***Tefillah Power*** Workbook in class which includes their ***Shtika* Instruction Sheet** (6th graders should see page 139 of the Tefillah Power Workbook, and 7th graders should see page 149).
- **Minyanaire Club Contest Card** - Included separately in your package is a **Minyanaire Club Contest Card** for each student who has not received a card. Students who are participating in the 'Tefillah Power' initiative received a ***Tefillah Power*** Workbook in class which includes their **Minyanaire Club Contest Card** (6th graders should see page 141 of the Tefillah Power Workbook, and 7th graders should see page 151 for their card).
- **Prize Page:** Please have your students review the colorful Prize page which was included separately in your package. The Prize page shows students the different prizes they can win for each raffle. Please note that students who are participating in the *Tefillah Power* initiative and who received a *Tefillah Power* Workbook in class, should use the Prize page they received in class.
- ***Shtika B'Tefillah* Poster** - Included separately in your package is a colorful *Shtika* B'Tefillah *halacha* poster outlining the rules against speaking during 19 different parts of the *tefillah* (i.e. birchas hashachar, peukei d'zimrah, chazaras hashatz, etc.) This will give your students a handy reference and reminder.

INCLUDED IN THIS BOOKLET:

- **Instructions** on how to get started. See page 7 of this booklet for more information.
- **Bonus Cards (page 9)**- If necessary, please make copies of the Bonus Card and distribute to your students. For more information, please see page 7 in this booklet, 'Distribute **Bonus Card**'.
- **Prize Order Form (page 11)**- Please copy and fill out the Prize Order Form after each raffle drawing (every 4 weeks). For more information, please see page 7 in this booklet, 'Submit **Order Form for Prizes**'.
- **Reimbursement Form (page 13)**- By filling in 20 boxes on his Minyanaire Club Contest Card over a 24 day period, each student is eligible to receive a special snack (i.e. donut, bag of chips, etc.) to be purchased by the School/Rebbe. The VAT will provide reimbursement up to 50 cents per student. Please see page 13 for the Reimbursement Form.

Thank you for joining us on this exciting venture which, BE"H, will strengthen the תפילות of the next generation, carrying Klal Yisrael's devotion up to the *Kisei Hakovod*, and bringing Hashem's *yeshuos* into our world.

Hatzlacha,

Heshy Kleinman
V'Ani Tefillah Foundation

Instructions on how to get started.
See page 7 of this booklet.

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Instructions

HOW TO GET STARTED:

- Distribute ***Shtika* Instruction Sheet**: Please distribute to each student who has not received a ***Shtika* Instruction Sheet** (6th graders who are participating in the *Tefillah Power* initiative should see page 139 of the *Tefillah Power* Workbook, and 7th graders should see page 149 for their ***Shtika* Instruction Sheets**.)
- Review ***Shtika* Instruction Sheet**: Please review the instruction sheet with the students in your minyan. The Instruction Sheet explains how your students can get started.
- Distribute **Minyanaire Club Contest Card**: Please distribute to each student who has not received a **Minyanaire Club Contest Card** (6th graders should see page 141 of the *Tefillah Power* Workbook, and 7th graders should see page 151 for their **Minyanaire Club Contest Card**). Note: Please let us know if you need additional **Minyanaire Club Contest Cards**.
- Review the Mi**nyanaire Club Contest Card:** Students should use one Contest Card over a 24 day period. By filling in **20 boxes on his Minyanaire Club Contest Card over a 24 day period**, the student is eligible to enter the monthly drawing for prizes. He will also receive a special snack (i.e. donut, bag of chips, etc.) to be purchased by the School/Rebbe. The VAT will provide reimbursement up to 50 cents per student. Please see page 13 for the **Reimbursement Form**.
- Hang up ***Shtika B'Tefillah* Poster**. You will receive a colorful *Shtika* B'Tefillah *halacha* poster outlining the rules against speaking during 19 different parts of the *tefillah* (i.e. birchas hashachar, peukei d'zimrah, chazaras hashatz, etc.) This will give your students a handy reference and reminder.

AT THE END OF EVERY 4 WEEK PERIOD:

- Collect **Completed Contest Cards**: At the end of **every 4 weeks**, when the student has filled in at least 20 boxes on his **Minyanaire Club Contest Card**, he should return the completed card to you. (Note: Students who received a Tefillah Power Workbook should cut out the Contest Card from the Tefillah Power Workbook and give it to you.) The completed Contest Card is his ticket to enter a raffle to win prizes.
- Distribute **Bonus Card:** On page 9 of this booklet, you will find a copy of the **Bonus Card.** Please copy the card to accommodate your participating students. A student who fills in **22 boxes** on the **Contest Card** receives a **BONUS CARD** for an extra raffle entry. A student who completes all **24 boxes** on the **Contest Card** receives a second **BONUS CARD** raffle entry.
- **Conduct Raffle for Prizes**: At the end of **every 4 weeks**, please collect your students' completed **Minyanaire Club Contest Card** and **BONUS CARDS** and enter them into a school raffle (one prize per 100 students in your minyan. For example, if you have 100-200 students in your minyan you may draw 2 winners). Please make sure to enter all the Contest Cards submitted by the students in the minyan.
- Submit **Order Form for Prizes** - After you conduct the raffle in your school and the winner is chosen (see above: **Conduct Raffle for Prizes)**, he may choose his prize from the Prize Page that he received in Week 1 of *Tefillah Power*. To order the prize for the winner, please fill out the **Order Form for Prizes** (see page 11 of this Booklet) and fax it to 201-837-7444. When the V'Ani Tefillah Foundation (VAT) receives the Order Form, the prize will be ordered and shipped**.**

Additional Information:

- On a day when a student attends a Shacharis minyan other than the school's, he may fill in a box on the Contest Card if he did not speak during that davening.

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MINYANAIRE CLUB

BONUS CARD

If you fill in **22 boxes** on the Contest Card, you can submit this BONUS CARD for an extra chance to win prizes! Just fill in the information below, and give this BONUS CARD to the Minyan Rebbe with your completed Contest Card.

If you fill in all **24 boxes** on the Minyanaire Card, you can submit 2 BONUS CARDS for 2 extra chances in the raffle. Just ask the Minyan Rebbe for a second BONUS CARD

NAME _____ REBBE'S NAME _____

SCHOOL _____ GRADE _____

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בס"ד

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Order Form for Prizes

SCHOOL NAME: _____ CITY/STATE: _____

SHTIKA COORDINATOR NAME: _____ EMAIL ADDRESS: _____

SCHOOL PHONE: (_____) _____ EXT:_____ FAX: (_____) _____

NAME OF STUDENT WHO WON (first and last name) _____

GRADE: _____ REBBE'S NAME_____

Prizes should be chosen from the Prize Page provided with Issue #1.

ONE PRIZE PER WINNER: Refer to the prize page. Please list 3 prize choices in order of preference, this way, if prize is out of stock,we have the option to substitute another prize. Choice 1 below should be student's top choice.

1) PRIZE NAME: _____Number of Prize:* _____

2) PRIZE NAME: _____Number of Prize:* _____

3) PRIZE NAME: _____Number of Prize:* _____

*PRIZE NUMBER (see prize page - number is in a circle next to the picture of prize)

WHICH SHTIKA RAFFLE DID STUDENT WIN: (I.E. SHTIKA PERIOD ENDING ON WHAT DAY)_____

SCHOOL SHIPPING ADDRESS:
Please write the shipping address exactly as it should appear on the shipping label.

NAME OR CONTACT: _____

SCHOOL: _____

STREET ADDRESS: _____

CITY /STATE / ZIP: _____

TO ORDER: FAX THIS FORM BACK TO: 201-837-7444 or e-mail info@prayingwithfire.org

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Reimbursement Form

By filling in 20 boxes on his Minyanaire Club Contest Card over a 24 day period, each student is eligible to receive a special snack (i.e. donut, bag of chips, etc.) to be purchased by the School/Rebbe. The VAT will provide reimbursement up to 50 cents per student.

SCHOOL NAME: _____ CITY/STATE: _____

CONTACT NAME: _____ EMAIL ADDRESS: _____

SCHOOL PHONE: (_____) _____ EXT:_____ FAX: (_____) _____

Please indicate how many students (filled in 20 boxes and) are entitled to a special snack _____ _____.

Amount for VAT to reimburse $_____.

Is it O.K. for VAT to reimburse you at end of Shtika program (rather than having VAT write smaller checks during the Shtika program)? You will keep track of amount VAT owes for reimbursement of nosh over school year. Yes____ No ___

Please indicate to whom and where reimbursement should be made: _____

FAX THIS FORM BACK TO: 201-837-7444 or e-mail info@prayingwithfire.org

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