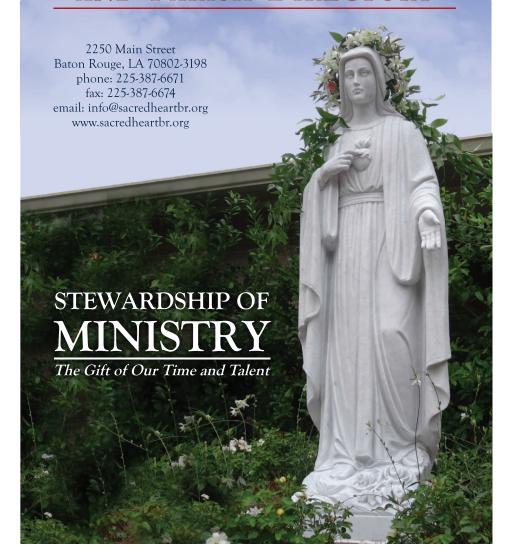


2019-20 MINISTRY GUIDE AND PARISH DIRECTORY





Dear Parishioners of Sacred Heart,

I am happy to present to you our new Ministry Guide and Parish Directory for 2019-2020 and hope that you find it a useful resource throughout the year. This book is intended to serve as not only a reference to our long time members, but also as a welcome to those who are new to Sacred Heart of Jesus Parish

Contained herein is our parish mission statement, contact information for our parish staff, Mass schedules, sacramental guidelines, and information about the many ministries our parish offers.

Sacred Heart of Jesus Parish supports all three aspects of Stewardship: Prayer, Finance, and Ministry. In this Stewardship of Ministry effort, we acknowledge God's blessing and our response. When parishioners offer gifts of service, the Church grows in grace, honoring God's call and reflecting the nature of shared commitment in parish life. Each parishioner is called to be actively involved, for the good of others and to the glory of God.

Every year is an opportunity for fresh or renewed participation, and you can indicate your desire to be involved. Please pray and consider the ways God might use you to serve Him. Make your intentions known by completing your commitment form found in this book. Then bring your commitment form with you to the Ministry Fair on Sunday, September 15, 2019, following 9:00 a.m. and 11 a.m. Masses in the Parish Hall. You will have the opportunity to speak with Ministry Leaders about ministry opportunities of interest to you and enjoy fellowship with our parish family. Join with others to offer your gifts of time and talent to God.

This annual guide is provided at no cost to our members or the parish, but through the generosity of advertisers, many of whom are members of Sacred Heart. Please support those who make this guide book possible.

May God bless you for all you do for Sacred Heart of Jesus Church and School.

In Christ,

Rev. Miles D. Walsh, Pastor

For Miles Walsh

Parish Staff

Reverend Miles D. Walsh

Pastor mwalsh@sacredheartbr.org

Deacon Clayton Hollier

Pastoral Associate chollier@sacredheartbr.org

Mrs. Tiffany Dykes

Business Manager tdykes@sacredheartbr.org

Mrs. Denise Williston

Receptionist/Bookkeeper dwilliston@sacredheartbr.org

Ms. Clare Coulon

Director of Religious Education ccoulon@sacredheartbr.org

Mr. Jonathan Olivier

Facilities Services Manager jolivier@sacredheartbr.org

Ms. Latasha Reed

Maintenance Assistant lreed@sacredheartbr.org

Mr. Warren Stevens

Maintenance Assistant wstevens@sacredheartbr.org

Mrs. Mallory Sollie

Director of Music
MallorySollie@Simien.com

Mr. Davis Hotard

Organist fpsparky@aol.com

Mrs. Terri Huff

Wedding Coordinator tbhuff@cox.net

Mrs. Nicole Salassi

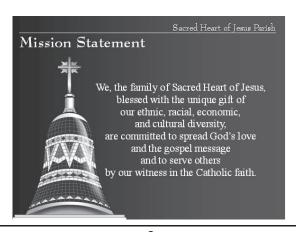
Youth Group Coordinator nsalassi@sacredheartbr.com

Mrs. Sara Smith

Sunday Nursery sararosesmith@me.com

Mrs. Mary Eggart

Contribution Accounting meggart@lsu.edu



Parish Addresses & Telephone Numbers

Sacred Heart Church

2250 Main Street Baton Rouge, LA 70802 Telephone: 225-387-6671 Fax: 225-387-6674

E-mail: info@sacredheartbr.org Website: www.sacredheartbr.org

OFFICE HOURS

Monday – Thursday 8:00 a.m.– 12:00 noon and 12:30 p.m.—4:00 p.m.

Friday 8:00 a.m.–12:00 noon

Sacred Heart School

2251 Main Street Baton Rouge, LA 70802 Telephone: 225-383-7481

E-mail: info@sacredheartbr.com Website: www.sacredheartbr.com

Fax: 225-383-1810

OFFICE HOURS

Monday - Friday: 7:15 a.m. - 3:00 p.m. Summer Schedule:

Monday - Thursday: 8:00 a.m. - 1:00 p.m.

Mrs. Cecilia Methvin *Principal*

Mass Schedule

Saturday Vigil: 4:00 p.m.

Sunday: 9:00 a.m. & 11:00 a.m.

DAILY MASS

Tuesday & Wednesday* at 8:00 a.m.

*Wednesday Mass is celebrated with the school children when school is in session.

Thursday & Friday at 9:00 a.m. First Friday of every month at 12:00 noon and Thursday & Friday from 8:00 a.m. to 1:00 p.m.

NOVENA TO OUR MOTHER OF PERPETUAL HELP

follows 8:00 a.m. Mass on Tuesday Join us for refreshments in the Parish Hall following the novena.

NOVENA OF DIVINE MERCY

Follows 8:00 a.m. Mass each Tuesday February 18 through April 14, 2020 in preparation for the Feast of Divine Mercy on Sunday, April 19, 2020.

NOVENA TO THE SACRED HEART OF JESUS

Each month for nine months, on the first Friday of the month at 12:00 noon, from October to June, we will renew our Act of Consecration to the Sacred Heart of Jesus and also make an Act of Reparation for sin. Friday, June 19, 2020, is the Feast of the Sacred Heart of Jesus.

HOLY DAYS AS ANNOUNCED

SUNDAY NURSERY

Open on Sunday mornings in the Parish Hall during the 11:00 a.m. Mass for children six months through 5 years of age.

FUNERAL PLANNING

Please call the Parish Office prior to scheduling with the funeral home.



Sacraments

BAPTISM

Registered parishioners should contact Deacon Clayton Hollier in the Parish Office. Parents who wish to have a baby baptized must attend a baptismal seminar along with the Godparents.

HOLY COMMUNION TO THE HOMEBOUND

Hospitalized and homebound parishioners should contact the parish office to receive Holy Communion.

RECONCILIATION

Tuesday at 7:30 a.m. in church
Thursday & Friday at 8:30 a.m. in church
Every first Friday of the month at 11:00 a.m. in church
Saturday 3:00-3:45 p.m. in church
and by appointment.

CONFIRMATION

Sacramental preparation begins in the 11th grade.
All qualified parishioners due to receive the Sacrament should contact the parish office at the beginning of the academic year.

Preparation begins with registration and an informational meeting for parents and students on Sunday, August 18, 2019, at 12:00 p.m. in the Parish Hall.

Visit the website for more information.

MARRIAGE

Couples should contact the parish office as soon as possible to reserve the church.

According to the Louisiana Conference of Catholic Bishops, marriage preparation process must begin at least six (6) months prior to the wedding date.

ANOINTING OF THE SICK

Please contact the Parish Office.

Council of Ministries

The responsibility for forming and living as a community of faith is shared responsibility.

COUNCIL OF MINISTRIES

Responsible for the total Mission of the parish

Vision, Mission, Direction, Overall coordination of parish ministries

A COMMISSION

Entrusted with one segment of our total Mission

Administrative, Community Life, Social Outreach, Spiritual Life, Worship

A MINISTRY

Entrusted with a specific task or role

+

Every ministry is responsible to a specific Commission



Council of Ministries

The Sacred Heart Council of Ministers is made up of representatives from the five Commissions: Administrative, Community Life, Social Outreach, Spiritual Life & Worship which provide ministry opportunities in the parish. These representatives coordinate the activity of the various commissions and meet monthly to provide input to the pastor on parish vision and goals. Their mission is to evaluate and modify the goals and objectives of the parish and provide advice to the Pastor on various issues. Two people from each Commission, along with the Pastor, School Principal, and a representative of the parish staff, make up the Council of Ministries. The term of office on the Council of Ministries is three years, with one third of the membership being selected each year. Below are the members of the 2019—2020 Sacred Heart Council of Ministries.

Jeff Barbin, President	A dministrative
Kelly Connolly	Administrative
Rachel Ceruti, Secretary	Community Life
Rachelle Hill	Community Life
Natalie Overall	Social Outreach
Ruba Thomas-Anderson	Social Outreach
Rainette Stephens	Spiritual Life
Susan Yoshida	Spiritual Life
Germain Bienvenu	Worship
Charlyn O'Neill	Worship
Cecilia Methvin	School Principal
Deacon Clayton Hollier	Pastoral Associate
Clare Coulon (Ex-Officio)	Director of Religious Education
Tiffany Dykes (Ex-Officio)	Business Manager





Administrative Commission

ARCHIVES

Catalogs and conserves documents, photographs, and other items that tell the story of our parish.

FACILITIES MANAGEMENT

Volunteers appointed by the Pastor, who have experience in facilities management and meet monthly to ensure all Sacred Heart buildings are maintained in the best possible manner. They provide expertise to the staff and monitor contractors to assure compliance with good management practices and provide the Parish with the optimum professional services that are competitively bid with no partiality or discrimination.

FINANCE—PARISH

A consultative group of parishioners appointed by the Pastor to be good stewards of all financial resources entrusted to our parish. The Board recognizes the confidence and trust placed in them and vow to prudently utilize all financial gifts for the good of Christ and our beloved parish. By preparing and operating within an annual budget, monitoring monthly expenditures, planning for capital projects and initiating any necessary capital campaigns, the board strives to ensure the success of Sacred Heart Parish

FINANCE—SCHOOL

A consultative group of school parents appointed by the Pastor who provide advice to the Pastor, Principal, and School Advisory Board regarding all major financial decisions relating to the school. All recommendations are made with the goal of balancing a fair cost for a quality Catholic education with a fair wage for school employees.

Administrative Commission

LANDSCAPE TEAM

Plans and implements the landscape for all parish buildings, including semi-annual plantings and planning of future projects. Commitment involves a few organized work days in the spring and fall but volunteers may also "adopt" a bed or portion of the grounds and work at their convenience.

OFFICE VOLUNTEERS

Provides office assistance to the parish staff, such as answering the phone, data entry, stuffing envelopes, etc. Volunteers contacted as needed. Adults and older teens are welcome.

OFFERTORY COUNTERS

Tabulators sort, count, and prepare deposits. Involves about two hours at an assigned time on a rotating basis.

STEWARDSHIP COMMITTEE

Members plan and coordinate the timing, vision, and programs of the three phases of stewardship: Stewardship of Ministry, Stewardship of Offering, and Stewardship of Prayer.

WELCOME COMMITTEE

Members provide hospitality to new parishioners with phone calls, cards, visits, etc. Volunteers offer to visit with new families and bring a welcome packet and answer questions about Sacred Heart Parish. Commitment involves about one hour per month on a rotating basis.

Community Life Commission

BAKING TEAM

Members prepare baked items for parish events such as receptions and welcoming new parishioners. Members participate on a rotating basis as needed for events.

BOY SCOUTS

Boys, in grades first through twelfth, and adult volunteers* who desire to be a part of the Boy Scouts of America organization. The purpose of scouting is "to promote, through cooperation with other agencies, the ability of youth to do things for themselves and others, and to teach youth patriotism, courage, self-reliance, and kindred virtues."

GIRL SCOUTS

Girls, in grades kindergarten through twelfth, and adult volunteers* who desire to be a part of the Audubon Girl Scout Council, a member of Girl Scouts of the USA. The mission statement of the Girl Scouts is "To inspire girls with the highest ideals of character, conduct, patriotism, and service that they may become happy and resourceful citizens."

HOSPITALITY COMMITTEE

Members prepare for fellowship events throughout the year. They help with planning, decorating, providing refreshments, serving, and cleanup. Sometimes this committee is asked to help with socials for other ministries. Commitment involves 4-5 hours, two or three times per year.

2019-2020 HOSPITALITY EVENTS

Confirmation Parent Meeting/Luncheon, Sunday, August 18, 2019, 12:00 p.m.

Ministry Fair, Sunday, September 15, 2019, following 9:00 & 11:00 a.m. Masses

PSR Parent Meeting/Luncheon, Sunday, September 22, 2019, at 12:00 p.m.

First Reconciliation Parent Meeting/Luncheon, Sunday, November 10, 2019, at 12:00 p.m.

Confirmation Reception, Sunday, February 16, 2020, following 11:00 a.m. Mass

First Eucharist Parent Meeting/Luncheon, Sunday, March 1, 2020, at 12:00 p.m.

Family Fun Day, Sunday, April 5, 2020, following 11:00 a.m. Mass

Easter Vigil Reception, Saturday, April 11, 2020, following 8:00 p.m. Vigil Mass

First Eucharist Reception, Sunday, May 3, 2020, following 11:00 a.m. Mass

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FDIC

Community Life Commission

SACRED HEART OF JESUS SCHOOL (SHS)

Sacred Heart is a community of faith that shares in the teaching mission of Christ as proclaimed by the Catholic Church. Its primary purpose is to create an environment permeated with the Gospel spirit of love and freedom. Sacred Heart School provides a holistic approach to the development of each child's potential for Pre-K through 8th grades. The prominence of a religious atmosphere provides for the development of faith that is living, conscious, and active.

SHS—SCHOOL ADVISORY BOARD

A consultative group serving with the Pastor and Principal for the good of the school community. Board Members cannot act apart from the Pastor and/or the Principal and cannot make decisions which are binding on Sacred Heart School without the approval of the Pastor and the Principal. The Advisory Board meets monthly during the school year and has several committees which assist the administration and school in areas such as finance, planning, policy development and formulation, communication, and health and wellness. Board Members meet monthly during the school year, serve a three-year term, and are elected by school families.

SHS—HOME & SCHOOL ASSOCIATION

A parent organization whose primary mission is to work with the teachers and administration to make SHS the best school it can be for our children. We strive to foster communication, provide information, and promote goodwill and cooperation between and among parents, faculty and administration. Home & School is responsible for several fund raisers which benefit the school. Members are invited to participate in these events as well as serve on committees including cafeteria volunteers, hospitality, and teacher appreciation week.

SHS—MEN'S CLUB

Parishioners and school fathers who sponsor various socials, fundraisers, and service projects for the church and school. Members meet monthly and plan one service project per quarter. Dues are required. Visit our website to learn more: SacredHeartMensClub.org.

Community Life Commission

YOUTH GROUP ADULT PLANNING TEAM

Adult volunteers* who plan and implement the program and events for the High School and Junior High Youth Groups.

YOUTH GROUP—HIGH SCHOOL

Ninth through twelfth graders who meet regularly for fellowship, spiritual growth, service, and fun under the leadership of adult volunteers*. Activities include youth nights, service projects, retreats, assisting with the junior high youth group, and more.

YOUTH GROUP—JUNIOR HIGH

Sixth, seventh, and eighth graders who meet regularly for fellowship, faith-sharing, service, and fun under the leadership of adult volunteers*. Activities include retreats, service projects, helping with the parish Easter egg hunt and Halloween carnival.

Social Outreach Commission

ADVENT GIVING TREE Members design & create a Christmas tree decorated with names of needy individuals who would benefit from gifts at Christmas. Gifts are collected and distributed by the committee.

COMMUNITY SERVICE

This newly created ministry is recruiting volunteers to become more involved in our local community. Suggestions about how Sacred Heart Parish can benefit our local neighborhoods are welcome.

DISASTER RELIEF

Volunteers help with planning, preparation, and education for times of disaster and the aftermath of disasters, such as hurricanes, floods, chemical spills, etc.

*We are required by Diocesan policy to have chaperones at every youth event. As mandated by the United States Conference of Catholic Bishops and the Diocese of Baton Rouge, all volunteers 18 years of age or older who work with children in any capacity must fulfill a criminal background check and complete a child protection seminar. Call the parish office at 225-387-6671 for more information or visit the website at http://www.sacredheartbr.org/parentvolunteers.cfm.

Social Outreach Commission

FOOD PANTRY

Teams of volunteers shelve donated food and pack bags of food for distribution into the surrounding community. Volunteers must be able to lift 10 to 15 pounds. Volunteers also help load the SVdP team member vehicles with the packed bags of food for distribution every other Saturday morning.

HOSPITAL VISITATION

Ministers visit and pray with parishioners who are hospitalized at Our Lady of the Lake Medical Center and Baton Rouge General Hospital. Minimum age is 18. Commitment involves one hour per week on a rotating basis according to a schedule issued semi-annually.

KNIGHTS OF COLUMBUS

A national Catholic fraternal organization for men 18 and older, dedicated to promoting the virtues of charity, unity, fraternity, and patriotism. Msgr. Dominic Blasco Council #3298 members are involved in service projects and other activities, such as vocations, youth camp, handicapped citizens, etc. They sponsor the monthly Coffee & Doughnuts Social for the parish. Commitment involves monthly meetings in the Parish Hall and quarterly Mass. Dues are required.

NURSING HOME VISITATION

Volunteers help with monthly Masses at local nursing homes by setting up for Mass, reading, and administering Holy Communion.

ST. VINCENT de PAUL SOCIETY, SACRED HEART CONFERENCE (SVdP)

Members meet every other Wednesday and provide emergency assistance to the needy in our area. These volunteers maintain our Food Pantry and engage in other forms of outreach to the poor. Help is needed in several areas including taking calls from people requesting assistance and visiting in teams of two to interview the families in their home to determine their needs. Minimum age is 16.





225-927-2906 *519 N. Foster Drive*

7:00 - 5:00 M-F 8:00 - 3:00 Sat NCHardware.com

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Spiritual Life Commission

BAPTISMAL PREPARATION

Members assist with Baptismal Seminars and Baptisms scheduled every other month. Training is provided.

PRAYER LINE

Members spend time praying daily for special intentions. Involvement requires members to call two or three other members to relay requests for prayer. All calls are done from their own home.

PARISH SCHOOL OF RELIGION (PSR)

Teachers and volunteers* provide religious education during one week in the summer for non-parochial school students in first through tenth grade. Training is provided for various tasks, such as teaching, copying materials, speaking to classes, etc. Teachers must be 18 or older and confirmed Catholics.

RCIA CATECHUMENATE SPONSORS

Sponsors serve as a friend and guide to those preparing for membership in the Church through the Rite of Christian Initiation of Adults. Sponsors commit themselves to accompany one Catechumen (candidate) throughout his/her journey and to attend Sunday morning sessions from 9:00-12:00, including Mass. Formation is provided. Must be a confirmed adult Catholic.

RESPECT LIFE COMMITTEE

Members strive to raise the consciousness of the parish on life issues that impact the Christian community. Through prayer, education and political action, the committee encourages personal involvement in restoring the respect for all life.

VOCATIONS

Individuals who work toward increasing awareness of the need for vocations to the priesthood and religious life.

*We are required by Diocesan policy to have chaperones at every youth event. As mandated by the United States Conference of Catholic Bishops and the Diocese of Baton Rouge, all volunteers 18 years of age or older who work with children in any capacity must fulfill a criminal background check and complete a child protection seminar. Call the parish office at 225-387-6671 for more information or visit the website at http://www.sacredheartbr.org/parentvolunteers.cfm.

Worship Commission

ALTAR SERVERS

Boys and girls in fifth grade and older who assist at liturgical celebrations. Servers are scheduled on a rotating basis and as needed for special occasions. This ministry is also available to high school students and adults. Requirements include: Baptized Catholic; willingness to serve weddings and funerals on occasion; practicing faith (i.e., Sunday Mass attendance, yearly Confession, daily prayer); must attend and pass training class, and have parental consent.

ALTAR SOCIETY

Men and women of the parish who take care of the church and help with general cleaning, caring for the linens, cleaning candlesticks, holy water fonts, etc. The group is divided into teams and each team meets approximately once per month.

CHILDREN'S CHOIR

Children in grades third through eighth who sing for the first Sunday of every month at the 9:00 a.m. Mass and for special occasions. Rehearsal schedule is announced by the director.

CHURCH CHOIR

Music ministry at the 11:00 a.m. Sunday Mass and for seasonal celebrations. Minimum age is 9th grade.

EXTRAORDINARY MINISTERS OF HOLY COMMUNION

Parishioners who administer Holy Communion at Masses and bring the Sacrament to homebound parishioners. Training is required. Ministers are scheduled on a rotating basis. Please call the Parish Office for more information

Worship Commission

GREETERS

Volunteers are a welcoming face for those who enter our church. Greeters help pass out materials and may also be asked to assist in other ways for special liturgies, feasts or special programs held in the church. The only requirement is a friendly smile and a desire to make parishioners and visitors feel welcome at Sacred Heart. Greeter assignments are on a rotating basis; no scheduled meetings for this ministry.

READERS

Parishioners who proclaim the Word of God at Masses and other services. Readers are scheduled on a rotating basis. Training is required. Please call the Parish Office for more information.

SEASONAL LITURGICAL DÉCOR

Volunteers design and prepare the seasonal decor of the church. Commitments usually involve Christmas decorating, building the crib scene, making floral arrangements, and other tasks as needed.

SUNDAY NURSERY

Volunteers provide a safe environment of Christian love for young children, six months to five years of age, during the 11:00 a.m. Sunday Mass. Must work well with young children and be 14 or older. Volunteers 18 years and older must complete Safe in Place training and background check requirements. Commitment involves 1-1/2 hours per week on a rotating basis.

USHER SOCIETY

Women and men at weekend liturgies who greet parishioners, coordinate offertory processions, collect offerings, etc. You may serve at the Mass of your choice. Minimum age is 14.

Please complete one form per person and return your completed form to the Sacred Heart of Jesus Ministry Fair on Sunday, September 15 2019, or the Parish Office.

INSTRUCTIONS:

- Fill in your personal information. (Note: Sign up as an individual. We would appreciate each family member completing a separate form.)
- Circle the ministry in which you wish to serve and circle the level of participation in that ministry:
 - ⇒ Circle (I) if you are interested in serving in this ministry;
 - ⇒ Circle (C) if you are <u>currently serving</u> in this ministry & wish to continue;
 - ⇒ Circle (L) if you wish to <u>leave this ministry</u> and share your gifts in a different ministry.

I will commit to the Stewardship of Ministry for one year.				
Individual Name:				
Address:			_	
Home Phone:	Work Phone:	Cell Phone:	_	
Email:				
Preferred method/time of contact:				

·							
ADMINISTRATIVE			SOCIAL OUTREACH				
Archives	Ι	C	L	Advent Giving Tree	I	C	L
Facilities Management	Ι	C	L	Community Service	I	C	L
Finance-Parish	Ι	C	L	Disaster Relief	Ι	C	L
Landscape Team	Ι	C	L	Food Pantry	I	C	L
Office Volunteers	Ι	C	L	Hospital Visitation	Ι	C	L
Offertory Counters	Ι	C	L	Knights of Columbus	Ι	C	L
Stewardship Committee	I	C	L	Nursing Home Visitation	I	C	L
Welcome Committee	Ι	С	L	St. Vincent de Paul Society	Ι	С	L

COMMUNITY LIFE						
Baking Team	Ι	C	L			
Boy Scouts	I	C	L			
Girl Scouts	I	C	L			
Hospitality Committee	I	C	L			
Home & School Association	I	C	L			
SHS/Men's Club	I	C	L			
Youth Group Adult Team	I	C	L			
Youth Group (9 th - 12 th)	I	C	L			
Youth Group $(6^{th} - 8^{th})$	I	С	L			

WORSHIP	,		
Altar Servers (5 th grade & ↑)	Ι	C	L
Altar Society	I	C	L
Children's Choir (3 rd – 8 th)	I	C	L
Choir (9 th grade & ↑)	Ι	С	L
Extraordinary Ministers of Holy Communion	Ι	С	L
Greeters	I	C	L
Readers	I	C	L
Seasonal Liturgical Décor	I	C	L
Sunday Nursery Helpers	I	C	L
Usher Society (H-School & ↑)	Ι	С	L

SPIRITUAL LIFE				
Baptismal Preparation	Ι	C	L	
Prayer Line	I	C	L	
Parish School of Religion	I	C	L	
RCIA Sponsor	I	C	L	
Respect Life Committee	I	C	L	
Vocations	Ι	C	L	

See the Ministry Guide for a full description of each ministry or visit the website at www.sacredheartbr.org/ministries.

Please use this space to indicate any additional talents or skills that may benefit Sacred Heart of Jesus Church or School.

Please bring this completed form to the Sacred Heart of Jesus Ministry Fair on Sunday, September 15, 2019 following 9:00 & 11:00 Masses

2250 Main Street • Baton Rouge, LA 70802 • Phone: 225-387-6671 • Fax: 225-387-6674 Email: info@sacredheartbr.org • Website: www.sacredheartbr.org