

Basilica of the Sacred Heart of Jesus Parish Handbook



Contact Information

Telephone Numbers

Rectory	637-2721
Convent	637-3370
School	632-8715

If a member of your family is taken ill or hospitalized please contact the rectory.

Mail Address

30 Basilica Drive
Hanover, PA 17331

Website

www.sacredheartbasilica.com
www.conewagochapel.com

Email Addresses

Parish Office

PO17Basilica@hbgdiocese.org

School Office

S017SacredHeartHanov@hbgdiocese.org

Sacred Heart School Website

www.shspa.org

Masses: Saturday 5:30pm; Sunday 7:30 & 10:00am

Weekday Masses: 7:00am on school days; otherwise
at 8:00am

First Friday: 8:30am on school days only; 7:00pm

Penance: At 4:00pm and 6:00pm on Saturdays
9:30am Sundays 6:30pm on First Friday, Holyday
Vigils, and Holydays

MISSION STATEMENT

We are a historically rooted Catholic community that is alive, vibrant, and thankful for our birthright. We are the first community in the United States dedicated to the Sacred Heart of Jesus living out the faith instilled by our ancestors. We feel called to be stewards of our traditions and keep them alive through future generations. Enhanced by our dedication to and love of the gospel, we are challenged to become a wonderful witness to the constant faith, courage, and optimism of the Sacred Heart of Jesus.

Adopted 2003

School Mission Statement

We at Sacred Heart live and work to nurture each child through a Christ-filled environment by preparing all to value the quality of life. We strive for Religious and Academic Excellence, while we enhance the success of each child both now and for the future.



Parish Membership

Traditionally, parishes are established with geographic boundaries. This ensures that all Catholics within an area are provided with pastoral care. It also ensures that the Parish develops as a real community sharing not just Mass attendance but all aspects of life together. This is especially important in our society where we see such bonds disintegrating. Thus, normally membership in Sacred Heart Parish will presume residence within the geographic boundaries of the Parish and Catholics living within the boundaries of the Parish will be presumed to be Parishioners. (In this context it should be noted that young people in college or the armed services or volunteer groups are presumed to still be “living” at home.)

It does happen that people living outside the Parish boundaries do seek to join the Parish. These families and individuals will meet with the Pastor to discuss their reasons for desiring to become part of this Community of Faith. Concern will be given to make sure that they are able to become involved in the whole life of the Parish Family—not just simply sacramental or school life. This is because we all need to see “belonging” as a family bond, not simply an organizational bond.

Parishioners who move outside the Parish boundaries should register in their new Parishes or discuss with the Pastor reasons they wish to remain within Sacred Heart. It should be noted that desire to be married in the Basilica or attend the Parish School will not be considered reasons to join the Parish.

Marriage Guidelines

Marriage is a covenant between a man and a woman that establishes a partnership for life. It is a vocation that fosters the good of spouses and naturally leads to the procreation and education of children. It is a Sacrament.

A valid sacramental marriage within the church presupposes freedom to marry, freedom from force, an intention to fidelity and unconditional commitment; openness to the possibility of children, God willing; and the presence of an official witness of the Church—normally a priest, deacon or bishop. Couples contemplating marriage within the Diocese of Harrisburg need to begin the preparation process at least nine to twelve months before the tentative marriage date, and need to complete all the requirements of the Diocesan Common Policy for Marriage Preparation at least a month before the proposed marriage. This is to allow us to focus not simply on the wedding being planned, but the marriage that we hope to celebrate for decades to come.

Cohabitation is a moral and societal problem. Societally, the divorce rate is higher among couples that live together than among couples who only come to live together with marriage. Morally, premarital relations are a sin and living together can cause real scandal. The Church strongly opposes cohabitation. Should a couple find themselves in such a situation, they should seriously consider getting married or going their separate ways. Should they decide to marry, they will be encouraged to separate until they are married when they can indeed come together as man and wife.

To make arrangements to get married, contact Father James Lease at the Rectory Office 637-2721 at least 9-12 months before the date of marriage.

Parish Council

The Parish Pastoral Council meets the 2nd Thursday of the month, with the exception of July and August.

Each year, three members are elected and the Pastor appoints one for a three year term.

The Pastoral Council is an instrument uniting representatives of the Parish Community, that is, priest, religious and faithful, to share in the congregational responsibilities.

The 14 positions of the council are:

(2) Ex-Officio Members

Chairperson

Vice-Chairperson

Secretary

(9) Members

Appoint Student Representative (optional)

Youth participation on Parish Council: We look to our youth, preferably a young adult age 18 or older, who has demonstrated leadership among their peers and has exhibited a deep sense of faith commitment, willing to participate in parish activities. A love of their God and a community spirit will bring to the Council insight from those who will be our future leaders and role models. This would be a one year appointment.

The Council functions according to a Six Mission structure.

Evangelization

Education / Herald

Pastoral Ministry

Liturgy

Social Justice and Social Welfare

Ecumenism

Parish Organizations and Activities

Parish Council Members will be published in the September Bulletin yearly. For more information contact the Parish Office at 637-2721

Parish Council Missions

Mission of Evangelization Evangelization is the continuous process by which the Church strives to deepen the faith of those who believe and bring the Good News to those, who do not believe.

Evangelization is the primary goal of the Pastoral Council. Examples of this in our parish are Parish Retreats/Mission, Prayer Line, May Devotions, and RCIA.

As stated in “One Who Serves”:

The Mission for Evangelization must be filled with the creativity of the spirit, constantly seeking new ways to reach out to others with the message of God’s love. This mission must work closely with the other Parish Pastoral Council Areas of Mission and parish organizations. It should provide the spark by which the entire faith community becomes a bearer of the Good News.

Mission for Education/Herald The Church teaches in order to prepare its members to accept and proclaim the Gospel message and to translate this message into action.

The Mission for Education ensures that the parish provides its members with religious education opportunities aimed at fostering a personal faith and expressing that faith through service.

The Board or Committee for the parish school and the Religious Education program (CCD), as well as Continuing Catholic Education, and Bible Study are all part of this Mission for Education.

-Athletic Assoc.-Home & School Assoc.-Development Committee

Mission for Pastoral Ministry The Mission for Pastoral Ministry encompasses all the programs and activities of a parish that strengthen our sense of being a Christian Community, members in a family of believers.

As a mission of the council, the pastoral ministry element includes but is not limited to the following activities:

- The Sacred Heart Club - Social Activities/Parish Hall
- Annual Parish Picnic - Marriage Preparation
- Cemetery Board

Mission for Liturgy This mission must be constantly evaluating the parish liturgical celebrations. The Mission for Liturgy also coordinates the efforts of all those who contribute to the Liturgy, such as ushers, lectors, special ministers of the Eucharist, choir, altar servers, etc. Altar Flowers, Holy Communion for the homebound, Offertory Processions and Vocation/lay ministry training are also responsibilities of this mission.

Mission for Social Justice and Social Welfare This Mission must consider those issues which demand our concern as believers in the universal Fatherhood of God over' all people. This Mission involves itself in issues, such as projects for world hunger, rights of all individuals, respect life, etc.

As a mission of the council, the social justice & welfare includes but is not limited to the following activities:

- Health Care Ministry – (Care for the elderly, poor, sick, handicapped, assisted living residence, hospitals)
- Social Justice Committee
- Catholic Services – (World Missions, Diocesan Lenten Appeal)
- Angel Tree - Food Bank - Gabriel Project
- Health & Wellness Resource Ministry

Mission for Ecumenism The Mission for Ecumenism encourages unity and understanding within the Christian family,

and also reaches out to non-Christians who share with us faith in God the Father.

The Mission may sponsor inter-faith worship services and encourage both individual and common prayer for the unity, which Jesus wills for His Church.

Activities

Altar Flowers: Altar flowers may be purchased to be placed on the main Altar or either side Altar by Parishioners for weekend Masses. The sign up book is in the vestibule. (Liturgy)

Altar Servers: Youth in grades 5-12 may serve on the Altar after training. An annual appeal is made by the Pastor. (Liturgy)

Alumni Committee: This committee is a part of the School Development Committee. They prepare and distribute a newsletter twice a year. (Education Ministry)

Angel Tree: During Advent, angels will be placed on the tree with gift suggestions for needy children and families from Adams and York Counties. Donations of money or non-perishable items are welcome for those who may not choose to take an angel. (Social Justice)

Athletic Association: This committee is the Parish representation at the diocese level for sports in the CYO. (Education Ministry)

Cemetery Board: Sales of lots, burial arrangements, cemetery records and genealogy information available. The board handles general decision making and accounting of cemetery affairs. (Pastoral Ministry)

Children's Worship Service: Parish children 3-5 years attend and learn about our faith. Unfortunately at this time there is no Children's Service. If someone would like to volunteer to reignite the Program please call the Rectory Office. (Evangelization Ministry)

Choir: Adult and Children's choirs led by Choir Director Jody Richter. Adult choir meets at church Tuesday at 7:00pm. (Liturgy)

Confraternity of Christian Doctrine (CCD): This is the program of religious education for parishioners in Grades 1-8 attending public school. (Education)

Continuing Catholic Education: Presentations and classes on topics of the Faith will be presented as needed or requested. (Evangelization & Education)

Development Committee: This is a key financial program for the support of the school. It helps fund tuition assistance and the general benefit of the school. It conducts the following fundraisers annually: Fruit Sale, Pancake Breakfast, Annual Appeal, Alumni Gift Giving, Scholarship Fund and Flower Sale. (Education Ministry)

Extraordinary Ministers of Holy Communion: The Diocese issues a call each August for new E. Ministers and for the renewal of the expiring mandates of current Ministers. The Ministers not only distribute Communion during Mass, but also can take Communion to the shut-ins of our Parish if they so desire. (Liturgy)

Finance Committee: This group reports directly to the Father and assists in the development of the Parish Budget and offers opinions to all financial decision making. (Pastoral Ministry)

Gabriel Project: Supports families with new babies, (especially unexpected pregnancy) in times of need with diapers, clothes, etc. (Social Justice)

Health Care Ministry: This Ministry meets the 1st Thursday of the month. These Ministers give of their time to visit sick, homebound, hospitalized Parishioners and volunteers are always needed. (Social Justice)

Health and Wellness Resource Ministry: Provides education to the Parishioners in regards to their overall wellbeing. (Social Justice)

Home and School Association: School association that supports the functions of the school through fundraising. Fundraisers include: Bingo, Christmas Bazaar, and other minor events. (Education Ministry)

Communion for the Homebound: Distributed by the Pastor on the 1st Friday of each month. (Liturgy)

Lectors: One of the many stewardships of the Parish to assist in the celebration of the Mass. Volunteers are always needed and welcome. (Liturgy)

Lenten Appeal: The Bishop's Annual Lenten Appeal raises funds needed to meet the diocesan assessment of our Parish. (Social Justice)

Offertory Processions: One of the many stewardships of the Parish to assist in the celebration of the Mass. Volunteers are always needed and welcome. (Liturgy)

Parish Missions: Periodically Parish-wide missions and Retreats are offered. (Evangelization)

Parish Picnic (Conewago Chapel Picnic): An annual event that dates to the early days of the Parish, this event is held the 3rd Saturday in July. This is our largest fundraiser and volunteers are always welcome. (Pastoral Ministry)

Prayer Line: Parishioners are invited to request prayers for special intentions or needs through a telephone chain system. Parishioners are invited to become active pray-ers for those who request prayers. (Evangelization Ministry)

Rite of Christian Initiation of Adults (RCIA): Adult classes for joining the Catholic Faith. (Evangelization)

Sacred Heart Club: Formerly known as “the Over Fifty Club”, this organization of seniors meets monthly and is involved in the spiritual, social and communal aspects of the Parish. (Pastoral Ministry)

The Disciples of Christ Youth Group: Students in grades 8-12 meet the first and third Sunday of every month. Contact Father Lease for more information (Pastoral Ministry)

Helping Hearts Program (formerly Scrip Program) ~ School

Social Justice Committee: This committee ensures education about justice and other issues and helps coordinate our Parish response to local, national and global needs. They are active with Pro-Life phone tree, National Rosary Crusade and the Hanover Area Pro-Life Cluster. (Social Justice)

Stewardship: This committee assist the Parish by organizing and maximizing all the time, talents and treasures of our parishioners.

Ushers: One of the many stewardships of the Parish to assist in the celebration of the Mass. Volunteers are always needed and welcome. (Liturgy)

Website: A resource for Parishioners and the community to be updated regarding Parish activities and contact information.



Who's Who Handbook Directory

Ministry	Name	Phone #
Pastor	Father Joseph R. Howard	637-2721
Principal		632-8715
Altar Flowers	Sue McDannell	632-9661
Altar Servers	Father Howard	637-2721
Angel Tree	Laura Mull	259-8360
Athletic Association	Travis Kopp	646-9876
CCD	Bridget Wurtz	630-1144
Cemetery Board	Donald Sneeringer	637-9779
Choir Director	Jody Richter	637-7154
Development Commit.	MaryAnn Maitland	632-8715
Educational Ministries	School Principal	632-8715
Extraordinary Ministers of Holy Communion	Father Howard	637-2721
Finance Committee	Father Howard	637-2721
Food Bank	Earl Brady	632-1841
Gabriel Project	Rich King	717-688- 5414
Health Care Ministry	Christine Reynolds	632-5717
Home and School Association	Contact School	632-8715
Marriage Preparation	Sue & Jim Poist	624-2055
May Devotions	Fran Livalsberger	632-8528

Music Ministry	Jody Richter	637-7154
Offertory Procession	Judie Fuhrman	632-7525
Parish Hall	Cathy Kohler	624-1784
Parish Retreat/Mission	Scott Mull	259-8365
Picnic Committee	Dave and Deb Lawrence	637-3149
Prayer Line	Pat Rosner Ginny Timmins	632-7482 637-2734
RCIA	Leonard Buckley	632-0240
Sacred Heart Club	Theresa Glass	637-4333
Social Justice	Pat Rosner	632-7482
Ushers	Father Howard	637-2721
Website & Facebook	Mike Seymore	

Notes:



Sacred Heart Parish Prayer

Heavenly Father,

You have called us to be the first community in the United States to be dedicated to the Sacred Heart of Jesus. We thank you for that birthright and ask you to strengthen the faith that our ancestors have instilled in us.

Let us be stewards of our traditions and keep them alive through future generations. Place our weak hearts into your Son's Divine Sacred Heart.

Challenge us to recognize and nurture all of the gifts that you have bestowed upon us, so that we may be true and vibrant witnesses of your good news.

We ask this through your Son, Jesus Christ, who lives and reigns with you and the Holy Spirit now and forever.

Amen