



FOR ST. HELEN CATHOLIC SCHOOL 2022 / 2023

Dear St. Helen Parishioner:

It is such a blessing to be the pastor of St. Helen Parish. I am looking forward to meeting every St. Helen school family and getting to know you on a personal level. My goal is to help you grow closer to Jesus Christ and deepen your Catholic faith. All of our St. Helen priests and deacons look forward to celebrating Mass with your family.

The clergy of St. Helen are invested in the faith journey of each student attending St. Helen Catholic School. The parishioners of St. Helen are also invested in our children. Their donations are an important means of covering part of the cost of educating our students.

One dimension of being a practicing Catholic is fulfilling our weekly obligation of attending Mass on Sundays and Solemn Feast Days of Obligation. It is important that we work together to fulfill this responsibility we have to our families, especially our children. In this regard, we will continue our program this school year to encourage regular Mass attendance and to provide a means for me and my fellow priests and deacons at St. Helen to become better acquainted with your family. The program is outlined on the enclosed sheets. Moving forward into the 2023 / 2024 school year, receiving the Catholic tuition rate at St. Helen School will be predicated on your attendance and adherence with this program.

Fr. Brian Campbell, pastor of St. John of the Cross, Fr. Tom Barrett, pastor of Holy Cross, Lisa Bell, Cory Heroux, and I have worked together to initiate this program which will help us maintain accurate records of each family's weekly Mass attendance. It is our intent to help in whatever manner we can with the assurance that your full participation in this program will be a notable blessing to your family, the school, and our parish community.

I am hopeful that the enclosed details of this program will be easy to follow. They can also be accessed from the Church website: www.sthelenvero.org under Parish Events.

Please be assured you and your families will be remembered in my prayers in a very special way. My wish is for health, happiness, and holiness for you and your loved ones.

Sincerely yours in Christ,

Reverend Matthew DeGance
Pastor



PARISH PARTICIPATION PROGRAM

- This program will began August 28, 2021.
- St. Helen Church will supply your family with a booklet of attendance vouchers. These will be distributed at the school orientation nights. If you are unable to attend, please stop by the parish office to obtain your vouchers. Your parish ID and family roster are included in this packet. Please make sure we have your current contact information on file. If you need to update your family information please call Laura Lewis at the parish office, 772-567-5129 or email LLewis@sthelenvero.org.
- Additional voucher books are available at the Church office.
- In the event you forget your voucher while attending Mass, we will have extras available at the front doors to the Church.
- The active Catholic discount will be applied to the extent that you choose to participate at Mass and fulfill service hours which will be applied on a prorated basis to the School Year 2023 / 2024.
- To assist clergy in getting to know your family better, it is your responsibility to physically hand your voucher to a priest or deacon after Mass at St. Helen Church.
- Be sure your voucher is filled out completely with your family name, address, date, and parish ID.
- Please DO NOT place your attendance voucher in the collection basket. Offertory and special collection envelopes are handled separately.
- We understand that your family may travel out of the area during the year or may become ill, so there will be an allowance of 8 weekend / Solemn Feast Day obligations that you can fulfill at another Catholic Church while you are away or ill.
- Attending a Mass during the week does not count as fulfilling your Sunday obligation and Holy Days of Obligation.

Our Weekend Mass Times

Saturdays at 4 p.m. (English) or 7 p.m. (Spanish)

Sundays at 7:15 a.m., 8:45 a.m., 10:30 a.m., 12:15 p.m. & 5 p.m.

Our Holy Days of Obligation Mass times are the same as above.

On some Holy Days there may be an additional Mass.

Check the website or Church bulletin for updated times.



PARISH PARTICIPATION PROGRAM

- As a parishioner of St. Helen, you will be expected to be involved in Church ministry. We are asking that each parent and student in 4th grade or higher participate or volunteer one hour per month in a ministry or church event. This is in addition to the St. Helen School volunteer requirements.
- Please obtain a copy of the St. Helen Parish Handbook which lists numerous opportunities to provide service. Special events are listed on the Church website and in our weekly bulletin.
- Hours can be combined such that 4 hours of service fulfills the expectation of 4 months.
- Volunteering for the Harvest Festival will count towards **school hours only**.
- It is your responsibility to track your Church volunteer hours in RenWeb/FACTS. There are several Church options in the drop-down box menu, please choose one of the options for your Church volunteer hours and then explain which event / ministry you participated in the Notes field. It will be the responsibility of the parent to record student volunteer hours.

How to Log Volunteer Hours - RenWeb

All volunteer hours should be logged and recorded within your own individual RenWeb/FACTS account. To submit hours:

1. Go to www.StHelenSchoolVero.org and click on RenWeb|FACTS OR www.RenWeb.com.
2. Log in to your ParentsWeb account.
3. District Code: **shc-fl**.
4. Click on the "Family Information" tab from the left-menu options.
5. To the right of that box is a list of family members. Click on the person performing the service hours.
6. Locate the "Service Hours" tab to the right of "Contact Information". Click this tab.
7. Record your volunteer hours by clicking "Add Service Hours". Enter the date of service hours, description of work, number of hours, notes, and a St. Helen Parish priest, deacon or staff member or chairperson who can verify your work. Press SAVE.

If you have questions regarding registering service hours, please contact Mrs. Jennifer Howard at J.Howard@sthelenschoolvero.org or 772-567-5457.