

**ASSOCIATED ALUMNAE AND ALUMNI  
OF THE SACRED HEART**

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**AASH National Office**

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## GENERAL INFORMATION

The Associated Alumnae and Alumni of the Sacred Heart (AASH) was founded in St. Louis, Missouri, in May of 1933. At that time alumnae and alumni of Sacred Heart Schools and Colleges from across the country gathered to form an association based on **Federation, Spirit and Service**.

Today, AASH represents over 51,000 women and men educated by the Religious of the Sacred Heart in the United States and parts of Canada. AASH is a union of 51 member associations located in 26 states and British Columbia. These associations include:

Regional affiliation is noted as:

C (Central), E (Eastern), S (Southern), W (Western).

### **Network School Associations:**

Alumnae/i Association of the Academy of the Sacred Heart,

Bloomfield Hills, MI (C)

Alumnae Association of the Convent of the Sacred Heart 91st Street,

New York, NY (E)

Alumnae of Forest Ridge School of the Sacred Heart, Seattle, WA (W)

Atherton Alumni of the Sacred Heart, Atherton, CA (W)

Boston Alumnae of the Sacred Heart (Newton Country Day), Newton, MA (E)

Broadway Alumnae of the Sacred Heart, San Francisco, CA (W)

Overbrook-Bryn Mawr-Eden Hall Alumnae Association, Bryn Mawr, PA (E)

Duchesne Alumnae Association, Houston, TX (S)

Duchesne Alumnae Association, Omaha, NE (C)

Grand Coteau Academy of the Sacred Heart Alumnae Association,

GrandCoteau, LA (S)

Greenwich - Maplehurst Alumnae Association, Greenwich, CT (E)

Rosary Sacred Heart Alumnae, New Orleans, LA (S)

Sacred Heart Alumnae Association at Carrollton, Miami, FL (S)

Sheridan Road Alumnae Association, Chicago, IL (C)

St. Charles Alumni Association of the Sacred Heart, St. Charles, MO (S)

Stone Ridge Alumnae Association, Bethesda, MD (E)

Stuart Alumnae Association, Princeton, NJ (E)

Stuart Hall Alumni Council, San Francisco, CA (W)

Villa Duchesne-City House Alumnae Association, St. Louis, MO (S)

Woodlands Alumnae Association, Lake Forest, IL (C)\

### **Network Associations In Formation:**

**Regis School of the Sacred Heart for Boys, Houston**

**Princeton Academy, NJ**

**Josephinum Academy (Provisional), Chicago**

**Barat Academy (Provisional), O'Fallon, MO**

**1 Independent School Association:**

Academy Alumni Association, Grosse Pointe, MI (C)

**College Associations:**

Barat College Alumni Association, Lake Forest, IL (C)

Manhattanville Alumni Association, Purchase, NY (E)

Maryville University Alumni Association, St. Louis, MO (S)

Newton College Alumnae of the Sacred Heart, Boston, MA (E)

USD – see San Diego Sacred Heart Alumnae Assoc., below

USF, Lone Mountain – see San Francisco, below

**Geographic or Closed School Associations:**

AASHLA, Los Angeles, CA (W)

Alumnae Association of the Sacred Heart Rochester -

Prince St., Rochester, NY (E)

Alumnae of the Sacred Heart - Clifton - Cincinnati, OH (C)

Alumnae of the Sacred Heart Hilltop Chapter, St. Joseph, MO (C)

Alumnae of the Sacred Heart, San Antonio, TX (S)

Alumnae of the Sacred Heart San Francisco, San Francisco, CA (W)

Arizona Associated Alumnae of the Sacred Heart, Phoenix, AZ (W)

Associated Alumnae of the Sacred Heart of Orange County, CA (W)

Atlanta Sacred Heart Alumnae Association, Atlanta, GA (S)

Oak-Hill-Barat Hall Alumni Association, St. Louis, MO (S)

Colorado Alumnae of the Sacred Heart, Denver, CO (W)

Cuban Delegation, Miami, FL (S)

Elmhurst Alumnae Association, Providence, RI (E)

Gold Coast Alumnae Association of Southern Florida, Boca Raton, FL (S)

Milwaukee Alumnae of the Sacred Heart, Milwaukee, WI (C)

Northeastern Ohio Alumnae/i of the Sacred Heart, Cleveland, OH (C)

San Diego Sacred Heart Alumnae/i Association, San Diego, CA (W)

Southeast Mass., Cape Cod & the Islands Alumnae/i Association, MA (E)

Southwest Florida AASH, Naples, FL (S)

Tampa Bay Alumnae of the Sacred Heart, Tampa Bay, FL (S)

Treasure Coast Associated Alumnae of the Sacred Heart, Vero Beach, FL (S)

Triangle Area Alumnae Association, Raleigh-Durham/Chapel Hill, NC (S)

Vancouver Alumnae Association, British Columbia, Canada (W)

Wyoming AASH (W)

**Geographic or Closed School Groups In Formation**

Dallas/Fort Worth AASH, Dallas, TX (S)

Kansas City Alumnae/i of the Sacred Heart, Kansas City, MO (C)

Las Vegas AASH, NV (W)

Capitol Area AASH, Albany, NY

Member associations of AASH are divided into four geographic regions: Central, Eastern, Southern and Western. The Constitution and By-Laws of AASH call for governance by a nine member Board of Directors that includes five officers and four Regional Directors, one from each region. Terms of office are for two years. The office of the President follows a set rotation through the regions from Southern to Central, to Eastern, to Western. A Council of Past Presidents assists the Board of Directors in defining objectives, developing action plans and implementing resolutions to achieve the goals set forth by AASH.

Biennial National Conferences of AASH are held in the home region of the President in the spring of odd numbered years. In addition to alumnae and alumni from across the country, each dues paying member association is represented at this National Conference by two delegates and two alternates. The members of the Board of Directors and all official delegates to the conference have the right to vote.

Regional Conferences of AASH are held in even numbered years. The Regional Director of each region is responsible for planning this meeting. The President of AASH is responsible for the business agenda. Officers of member associations, AASH Representatives, representatives from schools, RSCJ, and alumnae and alumni at-large are invited to attend their Regional Conferences.

AASH publishes semi-annual newsletters as well as targeted publications such as its Annual Report. All regions and member associations are given an opportunity to contribute to these publications. Member associations are encouraged to include news of AASH in their publications.

Member associations are required to pay annual dues to AASH. Currently, three options are offered for associations to determine dues payable to AASH. In addition, individual alums have an opportunity to support AASH through an Annual Appeal and the Endowment Fund. During the 1987-89 biennium, an AASH Endowment Fund was established to fund a national office. Income from this fund helps to underwrite the cost of maintaining the AASH National Office in St. Louis, Missouri.

## **Association Organization**

### **GENERAL PRINCIPLES**

The purpose of the Associated Alumnae and Alumni of the Sacred Heart (AASH) is to foster a spirit of unity and ongoing communication among alumnae and alumni and their respective associations (school-based and geographic) throughout this nation and the world. As a constituent member of AASH, member associations must ensure that the primary purposes of AASH be upheld and achieved. These are:

- to foster a closer union among Alumnae and Alumni Associations and individual Sacred Heart alumnae and alumni in all parts of the world;
- to promote the spiritual and educational goals of the Network of Sacred Heart Schools and other ministries served by the Religious of the Sacred Heart;
- to develop an understanding of social and spiritual responsibilities.

Another central characteristic of AASH is the autonomy of individual member associations. Within the framework of the Constitution and By-Laws of AASH, member associations establish their own constitutions and control their own activities. This includes individual member dues, election of officers and disbursement of funds.

Member associations should note that the Internal Revenue Service status of 501c3 held by AASH, i.e. tax-exempt status, does not extend automatically to member associations. Several member associations (especially those that maintain significant funds from year to year, sponsor fundraising activities, and/or have endowments or other sources of additional income) have found it necessary or desirable to obtain tax-exempt status for themselves. Member associations wishing to obtain tax-exempt status should contact the treasurer of AASH for assistance.

Membership of AASH in AMASC is inclusive for all member associations. A portion of dues paid to AASH by member associations is paid out annually in dues to AMASC.

## AASH PRESIDENTS AND CONFERENCE CITIES

1933		St. Louis, MO
1933-35	Sarah Chambers Polk	New York, NY
1935-37	Genevieve Garven Brady Macauley	Detroit, MI
1937-39	Elvira Mejia Orena	Chicago, IL
1939-41	Winifred Erwin Walsh	New Orleans, LA
1945-47	Esther A. Rossi	San Francisco, CA
1947-49	Regina O. Sherwood	Philadelphia, PA
1949-51	Elizabeth L. Dolle	Cincinnati, OH
1951-53	Willow O'Brien Shoemaker	Omaha, NE
1953-55	Virginia Butler	Boston, MA
1955-57	Isabel Fulton Acee	St. Louis, MO
1957-59	Hildreth Meière	New York, NY
1959-61	Anita Figueredo (Doyle)	San Diego, CA
1961-63	Mary Catherine Mundell Coffey	Washington, D.C.
1963-65	Mary Isabel McKenna Caestecker	Chicago, IL
1965-67	Margaret McLaughlin	Montreal, Canada
1967-69	Isabella Hughes Livaudais	New Orleans, LA
1969-71	Helen Smith Hillebrand	Detroit, MI
1971-73	Miriam Drum Gray	San Francisco, CA
1973-75	Nancy M. Bowdring	Boston, MA
1975-77	Marion Kiehl Stacy	Chicago, IL
1977-79	Kathie O'Sullivan	St. Louis, MO
1979-81	Sara Shiels Finn	San Diego, CA
1981-83	Toni Walsh Curry	Boston, MA
1983-85	Lenore Thomas Stoddart	Seattle, WA
1985-87	Patricia Dickmann Sheehan	New Orleans, LA
1987-89	Josephine McGinn Witt	Omaha, NE
1989-91	Valerie Moore O'Keeffe	New York, NY
1991-93	Susanna McPherson Lane	Scottsdale, AZ
1993-95	Olga Seiferth Rome	Houston, TX
1995-97	Mary Jane Taber Houlihan	Troy, MI
1997-99	Marion E. Glennon	Washington, D.C.
1999-2001	Maryliz deVito Lincoln	San Francisco, CA
2001-03	Nancy Ross Agnew	St. Louis, MO
2003-05	Barbara Brown Lopiccolo	Chicago, IL
2005-07	Adele O'Grady Botticelli	New York, NY
2007-09	Marcelle Eason Amory	Los Angeles, CA
2009-11	Beth Lowry Speck	Miami, FL
2011-13	Maureen E. Ryan	Omaha, NE
2013-15	Alice J. Burns	Boston, MA

## **AASH NATIONAL OFFICE**

The AASH National Office is located in Saint Louis, Missouri, in space provided by Villa Duchesne & Oak Hill School. It is staffed by a National Office Director on a part-time basis. Other part-time help is engaged as warranted. The office is funded by donations to the Annual Appeal and income from the Endowment Fund.

### **AASH NATIONAL OFFICE DIRECTOR DUTIES AND RESPONSIBILITIES**

#### **Office Administration**

- Answer telephones, emails, mail, and refer inquiries
- Organize and manage hard copy and electronic filing systems, including archives
- Manage, maintain, and troubleshoot office equipment and telecommunications
- Maintain smooth office operations, including ordering/purchasing office supplies
- Organize and supervise work for office assistant(s)
- Oversee inputting of information into database

#### **Organizational Assistance**

- Assist with preparation of Board and Committee projects, documents, and meetings
- Provide support to Board as needed, including editing documents, correspondence, and Regional Directors' letters
- Provide support to association presidents, AASH reps, and school alumnae/i directors

#### **Mission Oversight/Consulting/Public Relations**

- Oversee fundraising efforts
- Advise on content of newsletter, edit drafts, and help proof final copy
- Oversee and advise on website and online community
- Offer counsel and assistance with regional and national meeting planning
- Oversee and participate in collaboration with RSCJ Provincial Team and Network of Sacred Heart Schools
- Maintain and foster contacts with invested members of association and those showing interest in AASH
- Participate in future planning and program development
- Foster preservation of Sacred Heart history and heritage

## **AASH REPRESENTATIVE**

### **DUTIES AND RESPONSIBILITIES**

Each member association appoints/elects an AASH Representative to its governing board to fulfill the following duties and responsibilities.

- Serve as liaison between local alumnae and alumni associations and AASH
- Become informed about the organization and the operation of AASH by studying its Constitution, By-Laws, Policies and Procedures
- Attend local alumnae and alumni association meetings as well as Regional Conferences and National Conferences sponsored by AASH
- Encourage prompt dues payment by the association, explaining the planned use of funds by AASH
- Support AASH publications by submitting content ideas.
- Report news of association's activities and events to the Regional Director.
- Continually emphasize the nature, purpose, function and activities of the regional, national and international Sacred Heart organizations stressing the importance of active participation in all three
- Emphasize the importance of the participation of young alumnae and alumni in the activities and functions of local, regional, national and international associations
- Encourage the association to forward name and address corrections/additions to the AASH National Office
- For AASH Reps of Network School Associations, ensure that names, addresses and college choices of all new graduates are sent to the AASH National Office each spring.



## **GUIDELINES FOR NATIONAL CONFERENCES**

### **I. ORGANIZATION**

A) The National Conference Chair(s) is(are) appointed by the AASH President and report/s directly to the President and the AASH Board of Directors. The National Conference Chair(s) and the conference committee chairs should review reports from previous conferences. Roles and responsibilities for Conference Chair(s) as well as each committee should be defined upfront.

B) Traditionally, the National Conference Chair(s) is(are) supported by the following committees:

- Audio/Visual
- Call to Conference
- Credentials (President appoints)
- Decorations
- Essay Contest
- Finance/Budget
- Fundraising
- Gala Evenings
- Gift Shop
- Home Dinners
- Hospitality
- Hostesses
- Hotel Arrangements/Housing
- Liturgy
- Pre & Post Conference Tours
- Printing
- Procedures/Parliamentarian
- Publicity/Photography
- Records/Secretary
- Registration
- Speakers/Programs (to include workshops)
- Tote Bags/Favors
- Transportation

**(See Committee Responsibilities and Descriptions, at end)**

C. The National Conference Chair(s) is(are) responsible for developing a timeline and submitting a comprehensive conference report to the Board of Directors no later than 60 days after the close of the conference. This report should include an overview of duties, timelines, procedures followed, and specific recommendations for future conferences. A notebook format for the report is recommended and should include reports from each committee chair. It should also include specific recommendations for future responsibilities/actions of all committees.

D. A name and address listing that includes schools attended of full and partial conference registrants should be prepared by the conference committee to be distributed at the conference. It must be prominently noted that the list is to be used solely for the purposes of AASH and its member associations. Use for any other purpose is prohibited by the Constitution and By-Laws of AASH.

E. When a National Conference is held in the area of a Network school, the committee is encouraged to invite the broader school community to specific events, i.e., Cor Unum event, opening reception, etc. Specific event registration should be available for this purpose. The Head of each Network school may invite the Board of Trustees, staff, and/or parents to specific events that would be appropriate. The National Chair(s) can suggest via a letter to each Network Head that an invitation be extended.

## **II. FINANCE**

A. AASH National Conferences are expected to be self-supporting. Seed money in the amount of \$5,000.00 will be advanced from the AASH treasury to a national conference committee at least 18 months prior to the scheduled conference. The national conference committee is expected to return the advanced seed money to the AASH treasury.

B. A line-item budget for the national conference must be submitted to the Board of Directors for their approval in June of the year prior to the Conference. The budget must detail all anticipated expenses and sources of revenue for the conference.

C. The Board of Directors of AASH must accept (as amended, if necessary) the budget for an upcoming national conference at the Board of Directors meeting held the June before a scheduled conference.

D. As AASH National Conferences are sponsored by one of its four regions, each association within the host region is expected to financially underwrite a specific conference cost or portion of a conference cost of the National

Conference. The amount of underwriting should be in proportion to the size of the association.

E. The registration fee(s) set for a National Conference should cover all anticipated conference costs, including the printing and mailing of the invitation insert in the Esprit de Coeur Call to Conference. Planning must be thorough to avoid unexpected expenses. Solicitation of local/regional underwriting and gifts-in-kind is encouraged. Registration fees should be constructed to allow for:

- reduced fees in all categories for early registrants
- a full registration fee
- a partial registration fee
- a late registration fee
- a reduced fee for alumnae and alumni under the age of 35
- a reduced fee for RSCJ
- a reduced fee for Seniors 65 and older

F. There is no provision in the budget of AASH to cover a deficit from a National Conference. Should a National Conference result in a deficit, the immediate past and present AASH Presidents and Treasurers should meet via conference call to propose a one-time resolution to be submitted to the Board of Directors for action. No funds from the AASH treasury are to be committed without the action of the Board of Directors.

G. Advanced seed money must be returned to the AASH National Office for deposit into the AASH treasury before the end of the biennium, May 31<sup>st</sup> of the conference year.

H. Profits realized by a National Conference must be forwarded to the AASH National Office for deposit into the AASH treasury no later than 90 days after the close of the conference. The conference committee may submit suggestions from the host region to the AASH Board of Directors about how the proceeds might be shared.

#### **DESCRIPTION OF COMMITTEES AND RESPONSIBILITIES**

**Audio/Visual** – Coordinates the rental of any audio/visual equipment necessary during the conference, working with the Hotel or School/Venue and the Speakers/Workshop leaders.

**Call to Conference** – Creates the schedule and registration for the conference printed in Esprit de Coeur which all alums receive. The National Office handles the mailing. Deadline is late November in the year preceding the conference.

**Credentials** – Identifies delegates and alternate delegates, and handles the roll call during official business meetings. This position is appointed by the AASH President and often is the job of the Executive Secretary who works closely with the Registration Chairperson.

**Decorations** – Organizes décor pertaining to special events, liturgy, and Cor Unum event. If association banners are to be used, that should be indicated in the Call to Conference. Works with Specific Event chairs.

**Essay Contest** – Solicits Network schools to submit student essays. Winner is usually asked to come to the conference to read the winning essay. It is suggested that AASH underwrite transportation for the winner. \$100.00 award is given by the conference committee.

**Finance (Budget)** – Works with Conference Chair(s) and President to prepare budget in advance of conference, keeps accurate records of all expenses and monies received, maintains the conference budget. Finance chair must work closely with all committee chairs to keep cost within budget.

**Fundraising** – Oversees solicitations to individuals, corporations, vendors, and alumnae/i associations in region to secure funding and ads.

**Gala Events** – Oversees details and appoints persons/committees to assist them. This includes the Cor Unum presentation.

**Home Dinners** – Finds Hostesses for home dinners, tabulates number each hostess will entertain, oversees personal invitations to the dinners (it is suggested that the hostess send out an invitation to the invitee prior to the conference), and assigns attendees to the dinners. Works with transportation chair and hostesses to arrange transportation to and from dinner.

**Hospitality/Hostesses** – Recruits alums to welcome conference attendees, staff hospitality room, and supply refreshments and snacks. These volunteers also assist anywhere assistance/welcome is needed. The volunteers are recognized by “**Hostess**” ribbons on their nametags.

**Hotel** – Works with the President and Conference Chair(s) to choose the hotel and work with the hotel staff on number of rooms, meeting rooms, deadlines, logistics, etc. Oversees booking a minimum number of sleeping rooms for attendees and all necessary meeting rooms. Works with Audio Visual Committee and Gala Event person

**Housing** – Finds housing in private homes for Religious when and if necessary.

**Liturgy** – Oversees the preparation and organization of any/all liturgies. Works with schools/associations where applicable. Helps find priests and assists participants in liturgies. Organizes the taking up of gifts and works with decorations chair regarding flowers and possible banners. It is recommended that the Cor Unum Awards be presented at Mass.

**Merchandising** – Works with Gift Shop chair to coordinate all sales items. Hotel should be contacted as to regulations and placement. Communicates with alumnae/i associations, schools and RSCJ ministries about details of bringing and selling their items. Sales are limited to alum associations/schools, conference speakers, and RSCJ sponsored ministries.

**Printing**-Oversees printing of all materials, invitations to home dinners, Mass programs, program book with ads, etc.

**Publicity/Photography** – Sends press releases to local newspapers and AASH National Office. Secures photographer to take pictures at all events.

**Procedures/Parliamentarian** – A person knowledgeable with *Roberts' Rules of Order* to keep the meetings running smoothly is appointed by the President. This may be someone from outside the association who charges a fee paid for by AASH General Operating Fund. He/she coordinates with Conference Chair(s) as to meetings and times when parliamentarian is needed. He/She reviews and updates rules of previous conferences and sees that the rules are printed in program/conference materials. Works closely with Credentials chair.

**Records/Secretary** – Takes minutes of meetings to keep the committee informed and is responsible for collecting all reports/summaries of committee meetings as well as a summary of general meetings.

**Registration** – Oversees the recording of all registrants/attendees and prepares a list of all partial and full registrants for inclusion in the tote bags. Prepares the nametags and the Delegates/Alternates, AASH Board Members, Donor ribbons for specific groups. Conference host picks ribbon colors. It is important that this chair work closely with Credentials Committee.

**Program** – Works closely with Conference Chair(s) and AASH President to develop overall theme of the conference and secure speakers, panels, workshops and activities that carry the theme throughout the conference. Coordinates all the details of the presentations and helps the Call to Conference committee prepare schedule by late November of the year preceding the conference. The theme of the conference shall be outlined in the Esprit de Coeur prior to the conference along with names of speakers, their bios, and content of workshops.

**Specific Events** – Oversees all details of events at a particular school or venue, organizing logistics, food, hostesses, decorations, and works with finance committee to stay within budget.

**Tote Bags/Favors** – Oversees ordering of tote bags and getting donated souvenir items for them from associations in the region as well as the host city. Works with fundraising committee to find donors to underwrite the cost of the bags, printed with conference logo and dates. If possible, order close to the registration deadline. Check for the number needed from previous conference reports to estimate the number of bags to order. Gathers/stuffs all items to be included in the tote bags and any other items presented to conference registrants.

**Transportation** – Oversees all the transportation needs of attendees, helps to secure volunteers to transport guests to home dinners. This may also include transportation for pre and post conference tours (e.g. 1993 Scottsdale Conference to Grand Canyon and Tucson).

**Pre and Post Tours** – Plans tours before and after conference. Works with Transportation committee and Call to Conference committee to outline these events.

**Optional “Thank You”** committee to ensure that thank you notes are sent. In addition, it is recommended that certain committees assume the responsibility of writing and sending thank you notes/letters where appropriate. i.e., Donors, Home Dinner hostesses, Heads of participating schools, Speakers, etc.

#### **Revised 10-05**

**Conference Guidelines Committee Members:** Marcie Amory, Chairman, Patricia Boer, Maureen Elliott, Airlie Ogilvie, Maureen Ryan, Ellen Shafer, Patsy Sheehan, Pam Snyder, Diane Tymick

## **AASH EXPENSE POLICY**

### **Board Expenses**

Article VII, Section 2, of the AASH By-Laws, Expenses of the Board of Directors, states the following:

“Expenses incurred by the Board of Directors shall be reimbursed in accordance with the written AASH Policies and Procedures.”

All reasonable expenses related to the performance of an officer's specific duties, shall be reimbursed by the Treasurer. Expenses greater than \$200 require signed approval of the President before being reimbursed. Such expenses shall include telephone, printing, postage and office supplies. Reasonable expenses related to attending AASH Board meetings, AASH National and AASH Regional Conferences, when held in the region of the office holder, shall be reimbursed. These expenses shall include round trip transportation, lodging and meals for the time spent participating in all meeting or conference sessions. All expenses must be approved by the President. A meal per diem is to be established at the commencement of each biennium. Extraordinary expenses incurred by Board Members may also be reimbursed if approved by the President.

Expense reimbursement forms are to be submitted before the end of the quarter in which the expenses are incurred (i.e., August 31, November 30, February 28, May 31.)

Revised June 2007

### **Requests for Funding**

All requests for funding from the Associated Alumnae and Alumni of the Sacred Heart must be submitted in writing for presentation to the Board of Directors. A majority vote of the Board is required for approval of these requests.

## **ENDOWMENT AND RESERVE FUNDS**

### **Purpose**

The purpose of the Endowment is to provide funds for the support and expansion of the National Office's services.

### **History**

The Endowment Fund was begun in 1989 with proceeds from the 1988 Annual Appeal and receipts from the sale of St. Philippine medals. All monies collected from the Endowment Appeal and from medal sales are restricted to the Endowment Fund. At the discretion of the AASH Board of Directors, income from the AASH Annual Appeal, after expenses are covered, may be added to the Endowment Fund.

### **Philosophy and Statement of Intention**

The principal of the Endowment Fund will remain intact unless two-thirds of the Board of Directors votes to utilize the principal or to borrow from the principal at the then current prime rate.

### **Revised Reserve Fund**

#### **Purpose**

Article X, Section 4, of the AASH By-Laws states the following:

“Reserve Fund: To insure a firm financial basis for the AASH, a reserve fund of a minimum of Ten Thousand Dollars (\$10,000) shall be accumulated. This fund may be used at the discretion of the Board of Directors for the purposes provided under Article II of the Constitution and shall be in addition to any funds which are restricted by the donors to specific uses and/or endowment.”

#### **History**

The Reserve Fund minimum amount was raised to Fifty Thousand Dollars (\$50,000) in April, 1993, and is referred to as the Revised Reserve Fund (RRF). The RRF remains separate from the monies reserved in the Operating Account at the end of the AASH fiscal year.

#### **Philosophy and Statement of Intention**

At the discretion of the Board of Directors, the principal and income may be used to implement the purpose of the AASH, as described in the Constitution, Article II, Sections 1 through 5.



## **NETWORK OF SACRED HEART SCHOOLS**

The Network of Sacred Heart Schools is an association of twenty-one Sacred Heart schools across the United States. Together they are dedicated to the values of Christian education articulated nearly two hundred years ago by the foundress of the Society of the Sacred Heart, St. Madeleine Sophie Barat. In the Goals and Criteria for Sacred Heart Schools, the present generation of Sacred Heart educators has expressed its commitment to educate students to:

- a personal and active faith in God
- a deep respect for intellectual values
- a social awareness which impels to action
- the building of community as a Christian value, and
- personal growth in an atmosphere of wise freedom.

Beyond these twenty-one, the schools enjoy an even wider affiliation with the people and institutions associated with the Society of the Sacred Heart in thirty-six countries around the globe. This truly international character of Sacred Heart education helps to foster an important global awareness in our students as we strive to build a more just world.

In 1991, a membership corporation, (The Network of Sacred Heart Schools), was established. Its Board of Directors has the task of monitoring the life of the Network as an entity. The Board is not responsible for the life of the individual schools, but rather for Network programming, funding, and planning.

The Sacred Heart Commission on Goals provides an ongoing evaluation of each of the schools in light of the Goals and Criteria. This unique system of reflection upon the Goals and Criteria helps to confirm and challenge the member schools to live out their common mission with integrity.

### **Network of Sacred Heart Schools**

700 North Third Street

St. Charles, MO 63301-2043

(Fax) (636) 724-4049

nshoffice@sofie.org

www.sofie.org

Interim Executive Director: Jan Dunn, RSCJ

## **RSCJ**

### **U.S. Provincial Center**

4120 Forest Park Ave.  
St. Louis, MO 63108  
314 652-1500  
(Fax) 314-534-6800  
provincialhouse@rscj.org  
www.rscj.org  
U.S. Provincial -

**Barbara Dawson, RSCJ**

### **Archives, U.S. Province**

4537 West Pine Blvd.  
St. Louis, MO 63108  
314 367-1704  
(Fax) 314 367-0168  
archives@rscj.org

### **Shrine of St. Philippine Duchesne**

619 N. Second Street  
St. Charles, MO 63301  
636 946-6127  
Shrine Director: Carol Pfitzinger  
cpfitzinger@ash1818.org

### **RSCJ**

#### **Retirement Communities**

Teresian House  
200 Washington Ave., Extension  
Albany, NY 12203-5335  
518-456-2000

Oakwood Community  
140 Valparaiso Avenue  
Atherton, CA 94027-465  
650-323-8343  
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#### **Associated with the Religious of the Sacred Heart:**

### **St. Madeleine Sophie Center**

2119 E. Madison Avenue  
El Cajon, CA 92021  
619 442-5129  
(Fax) 619 442-2590  
www.stmsc.org

### **Sprout Creek Farm**

4 Lauer Road  
Poughkeepsie, NY 12603  
914 454-9360  
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### **Superior General of the Society of the Sacred Heart Kathleen Conan, RSCJ**

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## **AMASC**

### **World Association of Alumnae/i of the Sacred Heart**

AASH is one of many international associations that comprise the Association Mondiale des Anciennes et Anciens du Sacre Coeur (AMASC - World Association of Alumnae of the Sacred Heart). The general goal of AMASC is to encourage members to live according to Christian values while being committed to personal and community service and development. AMASC is governed by a president, a vice president, secretary general, treasurer general, and six world advisors. International Congresses are held every four years.

#### **2010-2014 AMASC Board**

Pamela Moore Snyder, USA, President

Psnyder400@aol.com

Barbara Brown Lopiccio, USA, Vice President

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June Russell Donovan, US Regional Director for AMASC

jdonovan\_316@yahoo.com

#### **Website: [amasc-sacrecoeur.org](http://amasc-sacrecoeur.org)**

Traditionally, hundreds of alumnae and alumni from around the world attend AMASC Congresses. AASH is represented at these congresses by the current AASH president.

#### **AMASC Congress 2014**

**Scottsdale, Arizona**

**Nov. 6-9, 2014**

#### **AMASC Hospitality Network**

AMASC sponsors an international hospitality program, offering travel information, alumnae/i contacts, and occasionally offers of stays in homes or help in finding employment. For more information, contact:

AASH International Relations Chair

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## **Associated Alumnae and Alumni of the Sacred Heart Liturgical Celebrations**

### **Feast of Saint Madeleine Sophie Barat- May 25**

#### **Readings:**

First Reading - Colossians 3: 12-17

Responsorial Psalm - Psalm 42-43

Gospel - John 15: 1-12

#### **Introduction:**

Born in Joigny, France, on December 12, 1779, Madeleine Sophie Barat was guided by Father Varin towards an apostolic religious life and on November 21, 1800 she founded the Society of the Sacred Heart. In 1802, Mother Barat was appointed Superior, destined to govern for sixty-three years until her death in Paris on May 25, 1865. A great contemplative thinker as well as a woman of action, she criss-crossed Europe in her numerous journeys. When she died, her religious numbered close to 3,000. Some 89 schools in 15 countries in Europe, Africa and North America had been established.

The extraordinary contribution of Saint Madeleine Sophie has been succinctly captured in the jacket of Margaret William's biography of this Saint:

The personality and achievement of this dynamic woman are revealed in her triple role as the creator of a new religious congregation of sisters, as an educator who provided a distinctive way of forming Christian women for their task in the modern world, and as a Saint who displayed in her person and in her teaching a spirituality which blended the serenity of the contemplative with the active apostolate of the missionary.

After Saint Madeleine Sophie's beatification on May 24, 1908, an indult of June 1, 1902, permitted the Society to celebrate her feast. She was canonized on May 25, 1925, and the following year on March 10, 1926, the Mass of Madeleine Sophie was approved by the Congregation of Rites.

The celebrations which mark Saint Madeleine Sophie's feast should emphasize the primordial importance she gave to "union and conformity to the Heart of Jesus" and to fidelity to human relationships and the work of education, both of which served as the basis of her understanding of apostolic community. Preparations for the feast call us to renew in ourselves her charisma and the depth of our own vocation in the light of the enormous scope of her interests, her clarity of vision, and her apostolic sensitivity.

**Associated Alumnae and Alumni of the Sacred Heart  
Liturgical Celebrations**

**Feast of the Sacred Heart**

**Friday following the Second Sunday of Pentecost**

**Readings:**

First Reading - Ezekiel 34: 14-19

Responsorial Psalm - Psalm 34

Second Reading - Ephesians 3: 14-19

Gospel - John 15: 9-17

**Introduction:**

Modern devotion to the Heart of Jesus dates from the time of St. John Eudes, who is usually considered its originator (d. 1690), and to the revelations granted to St. Margaret Mary Alacoque (d. 1690). In three wondrous revelations the significance of devotion to the Sacred Heart was communicated to this humble virgin. As a result of her spiritual experiences a new feast was instituted with emphasis on atonement. In 1899, Pope Leo XIII dedicated the whole Catholic world to the Sacred Heart of Jesus proclaiming and exalting the universal and infinite love of our Savior.

As a theme for the feast, Christ's words to St. Margaret Mary were chosen, "Behold the Heart which has loved men so greatly but which has been given so little love in return." It became a feast of atonement for human ingratitude toward God, a feast in praise of the peaceful triumph of Christ's boundless love.

In the Gospel reading we hear of the piercing of our Lord's side, whence flowed the waters of Baptism and the blood of the Eucharist. This is the very symbol of redemption. In the Second Reading, we hear of St. Paul's thanksgiving for the inestimable riches of our Savior's love, a revelation of the love that God bears toward us. The Church's reminders of our duty of reparation are motivated by the infinite love of which we have been made the object.

The Society of the Sacred Heart was born of an ardent devotion and an urgent need. With the leadership of St. Madeleine Sophie Barat, the Society responded to the need to repair the disasters of the Revolution by providing a means of Christian education for the rising generation in France. They embraced the task of re-christianizing France through intellectual and spiritual formation. Education became a preparation for complete living. Consecrated solely to the glory of the Sacred Heart, the spirit of the Society was centered in generosity.

## **Associated Alumnae and Alumni of the Sacred Heart Liturgical Celebrations**

### **Feast of Mater Admirabilis - October 20**

#### **Readings:**

First Reading - Sirach 24: 23-31  
Responsorial Psalm -  
Gospel - Luke 1: 26-38

#### **Introduction:**

This celebration among alumnae and alumni of the Sacred Heart is in honor of Mary viewed as a young Jewish girl in the temple. The original painting of "Mater" is in a Sacred Heart convent in Rome, the Trinita dei Monti. Painted in 1844 by a postulant, Pauline Perdreau, in the fresco technique, it depicted a contemplative Mary, sitting with a book and spinning near her chair. The story of the painting summarizes the earliest spirituality associated with the picture.

The original fresco was a disappointment to Pauline Perdreau as well as to others who viewed it; her own description of the finished product contains her sense of disappointment at the discrepancy between inspiration and product; "My 'lily of the valley' was certainly anything but attractive. The sky was dark, dingy blue; the trees, yellowish-green ; the dress of the Madonna, a dark brick red; the mantle, canary color; the veil grey, the face, copper color." But what kept Pauline working on the fresco, behind a curtain to hide the inglorious sight, was a vision of peace and inwardness on Mary's face which epitomized for Pauline Perdreau her understanding of the Virgin. What Pauline remarked of her intention, and of her experience, while continuing to "touch up the painting;" ... the peace, the purity of her face ... evoking "an unseen world, near Mary in the Temple, alone with God, under the shadow of the Holy of Holies."

The initial impression of crude colors and a doleful appearance changed, with the drying of the plaster, to reveal a subtly colored, more realistic image, whose peaceful face has been admittedly difficult to reproduce, and perhaps never successfully so, in copies which can be found in almost every Sacred Heart convent in the world.

Originally called the "Madonna of the Lily", or the "Virgin of the Temple", the painting was renamed in 1864 after Pope Pius IX visited the Trinita and exclaimed upon seeing the painting, "Mother Most Admirable!" Devotion to Mary under the image has consistently reflected a call to contemplative awareness, to inwardness and wonder in light of this young woman whose "Be it done unto me according to your word" changed history and refocused the value of inwardness. Religious of the Sacred Heart, for whom contemplation is the heart of their vocation, cherish Mater as the guardian of the interior life.

## **Feast of Saint Rose Philippine Duchesne November 18**

### Readings:

First Reading - Isaiah 52: 7-10

Responsorial Psalm - Psalm 16, 1-11

Second Reading - 2 Corinthians 5, 14-17

Gospel - John 12: 20-26

### **Introduction:**

Born August 19, 1769 at Grenoble and educated by the Visitation nuns at Sainte Marie d'en Haut, Rose Philippine Duchesne entered the Visitation community at the age of 17. During the Reign of Terror, the community was expelled from France and Philippine returned home. After the Concordat of 1801, she and her companions attempted to rebuild their convent but were unsuccessful. In 1804, she met Father Varin and offered her house and her community to Mother Barat, who arrived there December 13, 1804. Mother Duchesne and her companions were professed November 21, 1805.

From 1805 on, Philippine felt a call to be a missionary. In a letter to Saint Madeleine Sophie she described the grace she received during an all-night vigil before the Blessed Sacrament on Holy Thursday (April 3-4, 1806). This remarkable letter testifies to her ability to incorporate into her prayer a universal dimension not particularly common to the nineteenth century devotion.

All night long I was in the New World and I traveled in good company. First of all I reverently gathered up all the Precious Blood from the Garden, the Praetorium, and Calvary. Then I took possession of our Lord in the Blessed Sacrament. Holding Him close to my heart, I went forth to scatter my treasure everywhere, without fear that it would be exhausted. Saint Francis Xavier helped me to make this priceless seed bear fruit, and from his place before the throne of God he prayed that new lands might be opened to the light of the truth. Saint Francis Regis himself acted as our guide, with many other saints eager for the glory of God. All went well, and no sorrow, not even holy sorrow, could find place in my heart, for it seemed to me that the merits of Jesus were about to be applied in a whole new manner.”

It was only in 1818 that Philippine could realize her dream. Answering an appeal of Bishop DuBourg, she left with four companions for the United States. In a log cabin at St. Charles near St. Louis, Missouri, she founded the first house of the Society in the new world. In 1820 she opened the first American free school west of the Mississippi. By 1828, she had already founded six houses. In 1840, Rose Philippine Duchesne resigned as superior to devote herself, at the age of 71, to beginning a school for the Indians at Sugar Creek, Kansas. She was fondly known to the Indian children as "She who prays always." Deteriorating health forced her to resign this much cherished work and on November 18, 1852, she died at St. Charles, having spent 34 years of her life extending the work of the Society as an international community. Rose Philippine Duchesne was beatified on May 12, 1940. Seven thousand alumnae and alumni, including Potawatomi Indians and friends, from around the world attended her canonization on July 3, 1988.

## **Associated Alumnae and Alumni of the Sacred Heart**

### **Traditional Prayers**

*A Prayer St. Madeleine Sophie Recited Every Day*

Oh Sacred Heart of Jesus,  
give me a heart that is one with your own;  
    a humble heart  
that knows and loves its nothingness;  
    a gentle heart  
that holds and calms its own anxieties;  
    a loving heart  
that has compassion for the suffering of others;  
    a pure heart  
that recoils even at the appearance of evil;  
    a detached heart  
that longs for nothing other than the goodness of heaven;  
a heart detached from self-love and embraced by the love of God,  
    its attention focused on God,  
    its goodness is its only treasure  
    in time and in eternity.  
    Amen

### **Prayer to St. Madeleine Sophie Barat**

Lord, our God, as the Psalmist said, "your plans hold good forever, the intentions of Your Heart are from age to age." We thank You that in Your holy plan You chose St. Madeleine Sophie Barat as foundress of the Society of the Sacred Heart. During her long life, a life of joy but also one often filled with struggles, trials and even terrorism, she consistently turned to You for inspiration and guidance, for energy and courage. Through our remembrance of her and through her intercession, we ask Your Lord, our God, to continue to bless all of us here and all the world-wide family of the Sacred Heart.

As with St. Madeleine Sophie Barat, enable us to grow in faith which will shape and inform our choices and lives. Enable us to deepen our love so that we might be creative and generous in our service to others. Help us also, Lord, to turn to You prayerfully, with everything that touches our lives. We praise You Lord, and thank You anew for the gift of all our loved ones. Today we especially are grateful to St. Madeleine Sophie Barat, for the purpose and destiny of her life which continues in Your everlasting plan to touch our lives. Amen.



### **To St. Madeleine Sophie**

St. Madeleine Sophie, wonderfully chosen by God to make the Divine Heart of Jesus known and loved, and ever faithful to that apostolate, accept this day our confidence and prayers in proof of our allegiance. Guide us in the path of meekness and humility; set our hearts on fire with the zeal with which thine own was devoured; protect us, that we may deserve to see our names written in that most Sacred Heart, and to make in It our home for time and for eternity.  
Amen.

### **To Mater Admirabilis**

O Mary, Mother truly admirable, how consoling it is to contemplate thee in thy youthful innocence.

Thou art at once our Model and our Queen. Preserve, then, the hearts thou hast conquered; permit them to dwell near thee with the spotless lily ever by thy side. May thy hallowed influence purify them, that sanctified, enriched with merits, they may be offered to Jesus by thy virginal hands, and sing throughout eternity the praises of His mercy and of thy admirable name.  
Amen.

### **Heart of Oak**

Philippine Duchesne  
left us a great legacy;  
What have we learned from her?  
the value of a steadfast purpose;  
the old, unearthly, stark,  
unwelcome fact that God is the  
workman, we the tools,  
so that He often takes the  
keen edge of our choice plans  
and uses it in His own way,  
not ours, producing wonderful  
results beyond our understanding.  
Amen.

### **Prayer for Our Alumnae and Alumni**

Most Sacred Heart of Jesus, we thank you for bringing us together in friendship and love to discuss opportunities for doing Your work to better the world. As members of the Alumnae and Alumni of the Sacred Heart, we have been blessed so abundantly. May the special blessings we have received move us to be more generous and more aware of those less fortunate and in need of our help. Give us the courage to help and inspire each other and all those in our Alumnae and Alumni group to take up and live up to the challenge that "We are here to make a difference". enlighten us and direct us most sweet Jesus so that we may be a reflection of Your love and compassion to everyone in our lives.

Amen

### **Novena of Confidence**

Lord Jesus, through the intercession  
of St. Madeleine Sophie and  
St. Philippine Duchesne,  
to your Sacred Heart  
I confide this intention:

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Only look, then do what your Heart inspires.

Let your Heart decide.

I count on it.

I trust in it.

I throw myself on Your mercy.

Lord Jesus, You will not fail me.

Amen

## **Coeur de Jésus**

(Refrain)

Coeur de Jésus, sauvez le monde,  
Que l'univers Vous soit soumis;  
En Vous seul notre espoir fonde,  
Seigneur, Seigneur Vous nous l'avez promis.

Vous l'avez dit, Votre promesse  
Fait notre espoir, notre bonheur  
"Je bénirai dans ma tendresse  
Les enfants de mon Sacré-Coeur." (Refrain)

Vous l'avez dit, Sauveur fidele,  
Votre amour nous la revele,  
Le Coeur brulant pour Moi de zele,  
Par le mien sera console. (Refrain)

Vous l'avez dit, les vives flammes  
De grace et de l'amour vainquer,  
Aideront au salut des ames  
Les apotres de votre Coeur. (Refrain)

English Translation:

Refrain

Heart of Jesus, save the world;  
May the universe submit to You;  
In You alone we root our hope  
Lord, Lord You promised it to us.

Verse 1

You said so Yourself, Your promise  
Is our hope, our happiness.  
Through my tenderness I will bless  
The children of my Sacred Heart.