



LEVITTOWN PUBLIC SCHOOLS
General Douglas MacArthur High School
3369 Old Jerusalem Road
Levittown, New York 11756
(516) 434-7225



Joseph Sheehan, *Principal*
Sam McElroy, *Assistant Principal*
Terence Ryan, *Assistant Principal*

May 2025

Dear Parents of Seniors:

Enclosed in this packet is a letter from Mr. Joseph Sheehan and important information and instructions regarding upcoming events, including:

1. Graduation
2. Yearbook Distribution
3. Senior Breakfast
4. Cap and Gown Distribution
5. Graduation Tickets
6. Graduation Rehearsal
7. Senior Clapout
8. Senior Prom
9. Prom - Outside Guest Contract

We have also included a calendar of upcoming events, a notice of the Nassau County Social Host Law, and the permission slip required for graduation rehearsal.

Please take time to carefully review all the documents in this mailing.

Thank you. We look forward to a successful completion of your child's Senior year at MacArthur High School.

A handwritten signature in black ink, appearing to read "Terence Ryan".

Terence Ryan
Assistant Principal

A handwritten signature in black ink, appearing to read "Sam McElroy".

Sam McElroy
Assistant Principal



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May 2025

Dear 12th Grade Parent/Guardian:

Commencement will take place on Saturday, June 21, 2025, promptly at 1:00 P.M. at the Hofstra Arena at Hofstra University. It is imperative that the graduates are lined up downstairs no later than 12:30 P.M.

All students wear caps, gowns and medallions to the ceremony. Traditionally, members of the National Honor Society wear gold stoles. Candidates for Advanced Regents Diplomas and Advanced Regents with Honors Diplomas wear silver stoles and 4-Year Renaissance cardholders wear pins. No other club or association designation is permitted.

We would like you and our seniors to be able to remember this day with great pride. We ask for your help in making this graduation one of which we can all be proud.

1. Please do not move from your seats to take photographs. You may be interfering with the view of others.
2. Please permit the entire class to complete their recessional march before you exit from the graduation. The ceremony is short, and its dignity should be preserved.
3. Because of the fact that the graduation hall is air-conditioned, there is no need for students to wear shorts, T-shirts, flip-flops or other inappropriate items of clothing. **(Students who arrive in flip-flops will not be allowed on stage because they are a safety hazard.)**
4. Please discuss with your sons and daughters the impropriety of throwing their caps into the air at the conclusion of graduation. They are allowed to keep their caps. Additional ones will not be provided.
5. Students who are unruly will bring the exercises to a stop while they are removed with disciplinary consequences to follow.
6. Any senior suspended one or more times during Marking Period 4 may not be permitted to attend the graduation ceremony subject to a review by the Faculty Committee.

I hope we all share a mutual goal of maintaining an educational environment through the end of the year and celebrating a dignified graduation in June. It is our belief that the measures outlined in this letter will reinforce this goal.

We would like to stress that the responsible maturity that has been the hallmark of the Class of 2025 since they first entered MacArthur in 2021 be maintained throughout the graduation ceremony and all senior events.

Sincerely,

Joseph Sheehan

Joseph Sheehan
Principal



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Joseph Sheehan, *Principal*
Sam McElroy, *Assistant Principal*
Terence Ryan, *Assistant Principal*

TO: All Graduates

FROM: Sam McElroy, Assistant Principal

DATE: May 1, 2025

SUBJECT: Graduation Procedure

On Graduation Day, Saturday, June 21, 2025, all graduates will assemble (in alphabetical order) in the hallway located on the lower level in the Hofstra Arena at Hofstra University by 12:30 P.M. while their families and friends are being seated in the Arena. REMEMBER! THE CEREMONY BEGINS PROMPTLY AT 1:00 PM.

- Please bring the pre-printed index card with your name on it to the graduation ceremony. Each index card is located in the cap and gown package along with the tickets for the ceremony.
- Tassels are to be worn on the right side of the cap.
- When signaled, the graduates will proceed into the Arena.

The diploma the graduates receive on stage is only a blank diploma case. Seniors will receive a letter from the Guidance Office detailing the diploma pick up date and procedure.

IMPORTANT REMINDER: Caps, gowns, medallions and appropriate stoles MUST be picked up at the Senior Breakfast on Wednesday, June 4th. Ten tickets per student will be distributed. Requests for additional tickets may be made to Mr. McElroy's office and will be honored if available.

Requests for handicapped seating should be given to Mrs. Koslowski in Mr. McElroy's office, room 311A, prior to Thursday, June 5th. These seats are limited and reserved for the person needing the accommodation and, if room permits, ONE family member. Seating is assigned on a first-come first-served basis. Please note that there are no special handicapped seating tickets. A list is created and a MacArthur representative will direct you to your section and seat.

**General Douglas MacArthur High School
Levittown, New York 11756**

**Class of 2025
Important Information**

Prom

The Senior Prom is Thursday, June 5th at the Piermont in Babylon, New York from 7:00 P.M. until 11:00 P.M. in the Grand Ballroom. Students may be dismissed after fourth period on that day **only** if a parent has contacted the Attendance Office in advance.

- 7:00 P.M. – 8:00 P.M. – Hors d’oeuvres Hour – This is held on the lower level. Many members of the faculty and staff attend, so our students have ample photo ops with their favorite teachers.
- 8:00 P.M. – 11:00 P.M. Sit down dinner and dancing. The menu includes salad and a beef and chicken duet. Dietary requests must be made to Ms. Roaldsen when purchasing tickets.
- There will be an open air photo booth with an attendant at the prom. This will be set up in the banquet room for free individual and group photos. Color photos will immediately be printed and will come out in strips with our prom logo on them. Please keep in mind that these photos may be posted on the school website, so pictures must be appropriate.

Prom tickets are \$100 per person and will be on sale for two days only – Tues. and Wed. April 29th and April 30th in the Auditorium Lobby during lunch periods. Payment is by cash or check made out to MacArthur H.S.

- Reminder: Prom tickets will only be sold to students whose parents attended the pre prom workshop and signed the electronic prom contract. You must complete and submit the enclosed outside guest contract and contact form if you intend to bring an outside guest. As per the contract, we must have a printed photo ID that identifies your guest at the time of ticket purchase.
- Table seating is done at the time of ticket purchasing. Tables range from 10-14 people.
- This is a senior function, not a couples function; “dates” are optional. We encourage all students to attend. Don’t miss out!
- This is a formal event. Attire is formal and is to be appropriate for a school-sponsored event.

Conduct

- Participation in the prom is a privilege. Students are expected to conduct themselves in accordance with the Levittown Schools Code of Conduct.
- Students who invite a non-MacArthur guest will be responsible for the guest’s behavior.
- As per the contract, students and guests who are suspected of being under the influence of alcohol or a controlled substance and/or in possession of contraband will be excluded from the event-- NO EXCEPTIONS. A parent/guardian will be immediately notified and summoned to pick up the offending individual(s). Disciplinary action will be taken that may include suspension from school and/or the graduation ceremony.
- Once at the prom, students may NOT leave the location and reenter the prom. This includes visits to the limo, bus, or car.

Senior Breakfast

There will be a Senior Breakfast on Wednesday, June 4th, beginning 3rd period. This is a regular school day. Students are expected to report to school at the usual time and will be called down to the gym.

- **Yearbooks** will be distributed at the Senior Breakfast. For those who have not ordered a book, there *may* be extra copies available which you will be able to purchase on the day of distribution for \$140.00 Cash Only!
- **4-Year Renaissance cardholders** will be recognized at the breakfast.
- **Caps and Gowns** will also be distributed at the Senior Breakfast. This will be the only opportunity to pick them up. Please be sure to iron the gowns.
- **10 tickets for Graduation** will be given at the time the Caps and Gowns are distributed. Requests for additional tickets may be made to Mr. McElroy's office and will be honored if available. If handicapped seating is needed, please give your names to Mrs. Koslowski in Mr. McElroy's office, room 311A, no later than Thursday, June 5th.

Graduation Rehearsal

Mandatory Graduation rehearsal at Hofstra will follow the senior breakfast. Permission slips must be returned to Ms. Roaldsen in room 301b or to Mrs. Monno in the Main Office no later than Wednesday, May 7th, or the student will not be permitted to attend the rehearsal. Students must travel to and from Hofstra on the provided school buses.

Senior "Clap Out"

At the conclusion of the rehearsal students will board the buses according to the elementary school that they attended and depart for their respective schools for a "Clap Out" ceremony. When students arrive at their elementary schools they will participate in a commemorative walk through the halls before boarding the buses for their return to MacArthur HS. Students who did not attend elementary school in the Levittown district will be assigned to one of the other elementary schools. Students who did not attend elementary school in Levittown may request to attend the "Clap Out" for a specific school on a first come, first served basis until May 28th, but there is no guarantee the request can be accommodated.

Graduation

Saturday, June 21, 2025 at 1:00 P.M. – Hofstra University Arena – Students must be lined up downstairs no later than 12:30 P.M.



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OUTSIDE GUEST PERMISSION SLIP

This form is required for all students attending prom with an outside guest.

MacArthur Student Name: _____

TO THE GUEST:

Welcome to the MacArthur High School Senior Prom. We hope that you will enjoy this event that your date is eagerly awaiting. As a guest you will be required to follow the same behavior code that our school dictates. Since this is a school function, you are bound by all rules and policies set forth by MacArthur High School, as well as New York State laws. Please be aware that you may be subject to disciplinary action at your school for offenses committed at this event. *If you are not a high school student this form must be completed by a college/university staff member or employer.*

GUEST CONTRACT

- I will not consume alcoholic beverages or controlled substances, before or during the prom.
- I understand and will abide by the rules provided by MacArthur High School and the Levittown Public Schools Board of Education.
- I will provide a completed guest permission slip and contact information sheet at the time of ticket purchase.
- I am under 21 years old and will provide a copy of my school ID or Driver's License.

Guest Signature: _____

Guest Printed Name: _____ Date: _____

OUTSIDE GUEST FORM

(To be filled out by the guest's Principal or Principal's designee, Dean of Students or Employer)

This is to verify that _____ is a member in good standing of the _____ class at _____ (High School/College) or a staff member/employee at _____ and is a person who demonstrates good character and is eligible for the privilege of attending this special event on June 5th, 2025.

Printed Name: _____ Title: _____

Signature: _____ Date: _____

SENIOR PROM OUTSIDE GUEST CONTACT INFORMATION

MacArthur High School Student: _____

Guest Name: _____

Age: _____ DOB: _____ Phone Number: _____

Name of Emergency Contact: _____

Emergency Contact Home Phone: _____

Emergency Contact Cell Phone: _____

Relationship to Outside Guest: _____

Family Doctor: _____ Phone Number: _____

Allergies or other non medical notifications:

Guest Signature: _____

Parent Signature: _____

(If Guest is under 18 years of age)

Calendar of Events

Date	Event	Time
April 29 – April 30	Prom Ticket Sales	Lunch Periods
May 1	Spring Concert I	7:00 PM
May 21	Spring Concert II	7:00 PM
May 28	Generals Breakfast	Period 2
May 28	Senior Variety Show	7:00 PM
May 29	Art Show	5:00 PM – 8:00 PM
June 4	Yearbook Distribution/Senior Breakfast	Period 3 & 4
June 4	Cap and Gown/Ticket Distribution	Period 3 & 4
June 4	Graduation Rehearsal	11:00 AM
June 4	Senior Clap Out	12:45 PM
June 5	Senior Prom @ The Piermont	7:00 – 11:00 PM
June 11	*Special Testing Day	
June 12	Senior Awards Ceremony	7:00 PM
June 13	Last Day of Regular Classes	
June 21	Graduation – @ Hofstra University	1:00 PM

***** ATTENTION *****

MUST BE RETURNED BY WEDNESDAY, MAY 7th

I hereby request and consent that my child/ward _____
Full Name

be permitted to participate in Graduation rehearsal at **Hofstra University - Hofstra Arena in Hempstead, New York on Wednesday, June 4th** and the senior “Clap Out” commemorative walk, to follow immediately after, in the Levittown School District Elementary schools.

This form **must** be returned to Ms. Roaldsen in Room 301B or Mrs. Monno in the Main Office before Wednesday, May 7, 2025. If your permission form is not on file in our office, your child cannot attend the rehearsal.

GRADUATION REHEARSAL

While giving permission for my child or ward to attend the Field Trip described above, I do so with the full knowledge that it is the responsibility of my child to follow any and all directions provided by the chaperone(s). Should my child stray from the group and not be present at the designated time of departure for the return trip, I will assume full responsibility for my child's return to the school. In addition to the responsibility for returning my child, I am aware that my child will be disciplined by the school including, but not limited to, denial of any participation in the Graduation ceremony itself.

EARLY DISMISSAL

In addition, I give permission for my son/daughter or ward to be released early from school on Wednesday, June 4th, after returning on the bus to MacArthur High School.

Signature of Parent

Telephone Number

Social Host Law

On July 17, 2007, the Nassau County's Social Host Law, (Local Law 13), was signed and made part of the Nassau County's Miscellaneous Laws by the County Executive. This law serves to deter the consumption of alcoholic beverages by minors at private homes. Underage drinking is a significant societal problem that causes concern for our communities. House parties are a common occurrence particularly during summer months when school is not in session. Attached are excerpts of Local Law 13 for your information and review. Please utilize this document to increase your awareness regarding your responsibilities when hosting a party or social gathering in your home.

NASSAU COUNTY'S SOCIAL HOST LAW

PARENTS AND TEENS WHO HOST - LOSE THE MOST


Nassau County's Social Host Law is intended to keep young people safe from the hazards associated with underage drinking.

The law applies to anyone who is 18 years of age or older; who owns, rents or otherwise controls a private residence; and knows or has a reason to know that alcoholic beverages are being consumed by a person less than 21 years of age on the premises.

The penalties include fines, a criminal conviction and up to a year in jail for repeat offenders.

TWO ADDITIONAL PENAL LAW CHARGES THAT CAN BE CONSIDERED ARE: Endangering the Welfare of a Child A person is guilty of endangering the welfare of a child when: he or she knowingly acts in a manner likely to be injurious to the physical, mental or moral welfare of a child less than seventeen years old.... (Class A Misdemeanor) Unlawfully Dealing With a Child in the First Degree He gives or sells or causes to be given or sold any alcoholic beverage, as defined by section three of the alcoholic beverage control law, to a person less than twenty-one years old.... (Class A Misdemeanor) CRIMINAL PENALTIES: The Social Host Law created a criminal misdemeanor or charge for anyone who violates the law. The penalties include a criminal conviction on your record, fines and potential jail time for repeat offenders. The penalties are: First Offense - a \$250 fine and a criminal conviction. Second Offense - a \$500 fine and a criminal conviction. Third Offense - a \$1,000 fine and/or up to a year in jail.	Important Exceptions: Reasonable Corrective Action: If the person in control of the premises, the host, learns of underage consumption, the host will not be subject to "Social Host" sanctions if the host makes a prompt demand of the underage drinker to forfeit the alcoholic beverage and discontinue drinking it; or to depart from the premises. If the demands are rejected, the host must promptly report the underage consumption to local law enforcement, or any person with a greater degree of authority over the minor, such as a parent or guardian. Other Exceptions: Underage consumption of alcohol when the minor's parent or guardian is actually present and has expressly consented. The use and consumption of alcohol by a minor for religious purposes. UNDERAGE DRINKING NOT A MINOR PROBLEM!
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Laura Curran
Nassau County Executive



Patrick J. Ryder
Police Commissioner

LOCAL LAW NO. 13 -2007

A LOCAL LAW in relation to preventing the consumption of alcohol by minors at private homes.

§4. Unlawful consumption of alcohol by minor at a residence.

a. It shall be unlawful for any person over the age of eighteen who owns, rents, or otherwise controls a private residence, to knowingly allow the consumption of alcohol or alcoholic beverages by any minor on such premises or to fail to take reasonable corrective action upon learning of the consumption of alcohol or alcoholic beverages by any minor on such premises. Reasonable corrective action shall include, but not be limited to: 1) making a prompt demand that such minor either forfeit and refrain from further consumption of the alcoholic beverages or depart from the premises; and 2) if such minor does not comply with such request, either promptly reporting such underage consumption of alcohol (to the local law enforcement agency or) to any other person having a greater degree of authority over the conduct of such minor.

§6. Effect on other laws. The provisions of section four of this local law shall not in any way affect the application of any other law, where appropriate, including but not limited to New York Penal Law section 260.10 (endangering the welfare of a minor) and section 260.20(2) (unlawfully dealing with a child).