



Lake Orion Community Schools

Interoffice Memo

*from the Office of the Assistant Superintendent
of Teaching and Learning*

To: Heidi Mercer, Superintendent

From: Drew Towlerton
Assistant Superintendent of Teaching and Learning

Date: September 11, 2026

RE: Overnight Field Trip Request

Attached please find the following overnight field trip request for Board approval:

Name of Group: LOHS DECA
Location: State Career Development Conference
City, State, Zip: Detroit MI

Students: 40
Chaperones: 5

Date(s) of trip: March 11 through March 13, 2027

Days missed: 2

Staff/Trip Leader: Teresa Snyder and Connor Grant