

**Beechwood Independent Schools**

*Director of Operations*

*Justin Kaiser*

*54 Beechwood Road*

*Fort Mitchell, Kentucky 41017*



10/16/24

**Subject: Request for Surplus**

Dear Board of Education,

The Operations department and maintenance team is requesting the surplus of Beechwood School Bus #4.

Sincerely,

A handwritten signature in blue ink, appearing to read "Justin R. Kaiser", followed by the date "10/31/24".

Justin R. Kaiser  
Beechwood Schools