

Reimbursement of Expense Voucher

Name Justin Kaiser

Date Submitted 9.24.2025

Home Address 13 Highland Ave.
Fort Mitchell, KY 41017

Budget Code PO # 20260597

Meeting of Cont. Improv. Summit was held at Lexington, KY on 9/22-9/23/25

Travel Expenses (Attach receipts if other than mileage)

From Fort Mitchell, KY to Lexington, KY and return.

*Down and back both days

Date and time of departure: 9/22 @ 6:30 am and 9/23 @ 6:30 am

Date and time of return: 9/22 @ 5:30 pm and 9/23 @ 4:30 pm

Automobile (round trip) 309.64 miles @ 0.49 per mile \$ 151.72

Other (round trip) Please circle Airline Train Bus (attach receipts)

Sub-Total: \$ 151.72

Meals

An overnight stay is required for reimbursement for meals. While on out-of-District trips, a meal allowance shall be paid on a per diem basis for meals. The cost of meals consumed during such travel shall be reimbursed at a rate not to exceed sixty dollars (\$60) per day.

Day 1	\$ _____
Day 2	\$ _____
Day 3	\$ _____
Day 4	\$ _____
Day 5	\$ _____

Sub-Total: \$ _____

Lodging (attach receipts)

_____ days @ \$ _____ per day including tax.

Sub-Total: \$ _____

Other Expenses (Attach itemized receipts)

Parking on 9/22 - \$12.72
Parking on 9/23 - \$12.72

Sub-Total: \$ 25.44

Total: \$ 177.16

I certify that the above expenses were incurred by me on behalf of Beechwood Board of Education and/or Beechwood Elementary School and/or Beechwood High School, and none of these expenses shall be paid for or reimbursed from any other source.

[Signature]
Signature of Person Requesting Payment

<u>Approved for Payment</u>		
Principal/Supervisor	Business Mgr.	Superintendent
Date	Date	Date

13 Highland Ave

To **Central Bank Center**

1 hr 10 min (77.41 miles)

via **I-75**

Start

13 Highland Ave

Head northwest on Highland Ave.

Go for 325 ft.

Turn right onto Dixie Hwy (US-25/US-42/US-127).

Go for 0.8 mi.

Turn left and take ramp onto I-71 S/I-75 S toward Lexington/Louisville.

Go for 15.0 mi.

Continue on I-75 S toward Lexington.

Go for 57.6 mi.

Take exit 115 toward Lexington/Airport onto KY-922 S (Newtown Pike).

Go for 2.1 mi.

Keep right onto Newtown Pike (KY-922 S).

Go for 1.5 mi.

Turn left onto W Main St (US-25/US-421).

Go for 0.4 mi.

End at

Central Bank Center

430 W Vine St, Lexington, KY 40507

Down + back both days - 9/22 + 9/23
77.41 miles x 4 trips =
309.64 miles

Central Bank Center

430 West Vine St
LEXINGTON, KY
40507

September 23, 2025
2:29 PM

Receipt: ZQUB
Authorization: 115197

US DEBIT
AID A0 00 00 00 98 08 40

DAILY RATE \$12.00 + \$12.00
TAX

Subtotal \$12.00
KY Sales Tax on Top (6%) \$0.72

Total **\$12.72**
Visa 5840 \$12.72
(Contactless)

Receipt

L/R #08
T/D #01
Entry Time
Exit Time
Parking Time
Parking Fee
A Payment No.00030540
Ticket No.028546
09/22/2025 (Mon) 9:18
09/22/2025 (Mon) 15:21
6:03
Rate A \$12.00

Taxable Amount
Taxable Amount1
TAX(Excluded)
Taxi
VISA
Account #
Slip #
Auth Code
Credit Card Amount
6.00 %
\$12.00
\$0.72
\$0.72

*****5840
128931
0000855004
\$12.72

Total \$12.72

Thank You for Your Visit
Please Come Again !