

**Reimbursement of Expense Voucher**

Name Justin Kaiser Date Submitted 10-30-2025  
 Home Address 13 Highland Ave. Budget Code PO # 20260559  
Fort Mitchell, KY 41017  
 Meeting of KASA Supt. Cohort 14 was held at Lexington, KY on 10-29-2025  
**Travel Expenses** (Attach receipts if other than mileage)  
 From Fort Mitchell, KY to Lexington, KY and return.  
 Date and time of departure: 10-29-2025 @ 6 am  
 Date and time of return: 10-29-2025 @ 5:30 pm  
 Automobile (round trip) 152.92 miles @ 0.49 per mile \$ 74.93  
 Other (round trip) Please circle Airline Train Bus (attach receipts) \_\_\_\_\_  
 Sub-Total: \$ \_\_\_\_\_

**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: \$ \_\_\_\_\_

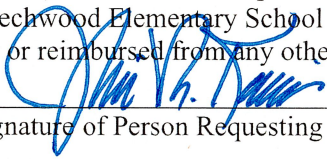
**Other Expenses** (Attach itemized receipts)

\_\_\_\_\_  
 \_\_\_\_\_

Sub-Total: \$ \_\_\_\_\_

Total: \$ 74.93

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 of Person Requesting Payment

**Approved for Payment**

Principal/Supervisor

Business Mgr.

Date

Date

  
 Superintendent

10-30-25  
 Date

Review/Revised: 8/12/2024

54 Beechwood Rd  
to 450 Park Pl

KASA New Superintendent Cohort 14  
Fayette County District Office

 1 hr 12 min (76.46 miles)

10.29.2025

via I-75



Start

54 Beechwood Rd



Head toward Beechwood Rd.

Go for 240 ft.



Turn left onto Beechwood Rd.

Go for 0.3 mi.



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

Go for 0.3 mi.



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

Go for 0.1 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.

 Turn left toward KY-4 E/New Circle Rd.


Go for 92 ft.

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 Turn slightly left and take ramp onto W New Circle Rd (KY-4 E) toward New Circle Rd.


Go for 0.7 mi.

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 Turn right onto Boardwalk.

Go for 0.2 mi.

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 Turn left onto Park Pl.

Go for 325 ft.

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End at

**450 Park Pl**

Lexington, Kentucky 40511-1829