

PERSONNEL

03.125 AP.22

**Reimbursement of Expense Voucher**

Name Justin Kaiser Date Submitted 1-16-2026  
Home Address 13 Highland Ave. Budget Code PO # 20260559  
Fort Mitchell, KY 41017  
Meeting of KBA Supt. Cohort 14 was held at Frankfort, KY on 1-14-2026  
**Travel Expenses** (Attach receipts if other than mileage)  
From Fort Mitchell, KY to Frankfort, KY and return.  
Date and time of departure: 1-14-2026 @ 6:00 am  
Date and time of return: 1-14-2026 @ 6:00 pm  
Automobile (round trip) 187.78 miles @ 0.49 per mile \$ 92.01  
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 tips, 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: \$ 92.01

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.

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date


Review/Revised: 8/12/2024


**54 Beechwood Rd**  
**to 87 C Michael Davenport Blvd**


 **1 hr 23 min** (93.89 miles)


**via I-75 and I-64**


 **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 54.6 mi.


 **Take exit 118 toward I-64/Frankfort/Louisville onto I-64 W.**  
Go for 21.5 mi.

 Take exit 53B toward Frankfort/Hospital onto US-127 N (US Highway 127 S).

Go for 0.7 mi.

 Turn left onto Leonardwood Dr.

Go for 0.8 mi.

 Continue on Doctors Dr.

Go for 0.3 mi.

 Continue on C Michael Davenport Blvd.

Go for 0.3 mi.



End at

**87 C Michael Davenport Blvd**  
**Frankfort, Kentucky 40601-4324**