

PERSONNEL

* Drove down + back each day instead
of paying to stay.

03.125 AP.22

Reimbursement of Expense Voucher

Name Justin Kaiser
Home Address _____

Date Submitted 9.10.2026
Budget Code PO # 20270142

Meeting of KASS Summit was held at Lexington, KY on 9.8.26 - 9.9.26

Travel Expenses (Attach receipts if other than mileage)

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

Date and time of departure: 9.8.2026 @ 10 am + 9.9.2026 @ 6 am

Date and time of return: 9.8.2026 @ 5 pm - 9.9.2026 @ 2 pm

Automobile (round trip) 316 miles @ 0.49 per mile \$ 154.84

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

Sub-Total: \$ 154.84

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 - 9.8.26 - \$7.00
Parking - 9.9.26 - \$7.00

Sub-Total: \$ 14.00

Total: \$ 168.84

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] 9/10/26
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 **Lexington Marriott City Center**

 **1 hr 14 min** (79.13 miles)

via I-75

 **Start**
54 Beechwood Rd

 Head toward Beechwood Rd.
Go for 292 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 59.6 mi.

 Take exit 113 toward US-27/US-68/Paris/Lexington.
Go for 0.6 mi.

 Turn right onto N Broadway (US-27 S/US-68 W).

Go for 2.7 mi.

← Turn left onto W 3rd St.

Go for 0.2 mi.

↗ Turn right onto N Upper St.

Go for 0.4 mi.



End at

Lexington Marriott City Center

121 West Vine St, Lexington, KY 40507

Receipt

L/R #03	A Payment No.00012105
T/D #01	Ticket No.045287
Entry Time	09/08/2026 (Tue) 11:23
Exit Time	09/08/2026 (Tue) 15:12
Parking Time	3:49
Parking Fee	Rate A \$7.00
TAX(Included) \$0.40	
Tax1	6.00 % \$0.40
VISA	
Account #	*****5840
Slip #	41321
Auth Code	0000898536
Credit Card Amount	\$7.00
=====	
Total	\$7.00

Thank You for Your Visit
Please Come Again !

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Receipt

L/R #03	A Payment No.00012155
T/D #01	Ticket No.045486
Entry Time	09/09/2026 (Wed) 8:23
Exit Time	09/09/2026 (Wed) 11:34
Parking Time	3:11
Parking Fee	Rate A \$7.00
TAX(Included)	
Tax1	\$0.40
VISA	6.00 % \$0.40
Account #	*****5840
Slip #	41373
Auth Code	0000276235
Credit Card Amount	\$7.00
=====	
Total	\$7.00

Thank You for Your Visit
Please Come Again !

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