TIGARD-TUALATIN SCHOOL DISTRICT 23J

2026-2027 PEF Additional Funding Request

To request additional PEF funds**:** complete this form and submit along with PEF form and other appropriate documents (conference brochure, travel form, etc…) to your administrator for approval & signature. Once approved, email all documents to GL@ttsd.k12.or.us for HR review & approval. Once you have attained HR's approval please submit all documents to your school bookkeeper/secretary for processing. For questions, contact GL@ttsd.k12.or.us .

Name: _____ Date: _____

School:_____

With written approval from their supervisor and a written plan that outlines why additional funds are being requested and their intended use, members may receive an additional PEF distribution of up to $400 once their original PEF is exhausted. (Art. 7, D, 1a)

Have you met the qualifications above?: ☐ **Yes** ☐ **No**

Written plan outlining why additional funds are being requested (attach additional page if necessary):

_____

_____

_____

_____

Total amount of additional funding requested: $ _____ (not to exceed $400)

This money may only be used to attend a national conference sponsored by a recognized educational organization (including travel costs, lodging, meals, and substitute costs if a substitute is required) or to purchase additional instructional technology. (Art. 7, D, 1a)

This request is for:

- ☐ National conference sponsored by a recognized educational organization
- ☐ Additional instructional technology

Account codes: Conference or technology 100.2644.????.091.459.000 Absence 100.2644.0121.091.459.000

If conference, is the educational organization on the attached District-approved list?: ☐ **Yes** ☐ **No**

***If No, explain in detail what the conference is, who is sponsoring it, and how/why it fits with the District Strategic Plan and/or your building's goals** *(attach additional page if necessary):*

_____

_____

_____

_____

Administrator's Signature: _____ Date: _____

HR USE ONLY

☐ Approved or ☐ Denied Signed: _____ Date: _____

TTSD Recognized Educational Organizations re: Additional PEF Funds

**Note – this is not an exhaustive list of all "recognized educational organizations"*

AASL	American Association of School Librarians
ACEI	Association for Childhood Education International
ACTFL	American Council on the Teaching of Foreign Language
AECT	Association for Educational Communications and Technology
AERA	American Educational Research Association
AMLE	Association for Middle Level Education
AMS	American Math Society
ASCA	American School Counselor Association
CEC	Council for Exceptional Children
IRA	International Reading Association
NABE	National Association for Bilingual Education
NAEA	National Art Education Association
NAESP	National Association of Elementary School Principals
NAEYC	National Association for the Education of Young Children
NAfME	National Association for Music Education
NAGC	National Association for Gifted Children
NASSP	National Association of Secondary School Principals
NASET	National Association of Special Education Teachers
NBEA	National Business Education Association
NCSE	National Council for Special Education
NCSS	National Council for the Social Studies
NCTM	National Council of Teachers of Mathematics
NCYE	National Council of Teachers of English
NSBA	National School Boards Association
NSTA	National Science Teachers Association