



Verify Shared Services Arrangements, as needed

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The screenshot shows the 'Shared Services Arrangements' section of the District Administration interface. At the top, there is a 'Year' field with '2026' entered, and 'Retrieve' and 'Save' buttons. Below this is a navigation bar with several tabs, including 'SHARED SERVICES ARRANGEMENT' which is currently selected. The main content area displays a table with the following data:

Delete	Shared Services Type	Fiscal Agent District ID
	02	001-904

An 'Add' button is located at the bottom of the table.

- In the **Year** field, type the four-digit reporting year for which you want to add or retrieve data and click **Retrieve**. For example, the reporting year for the 2025-2026 school year is 2026.
- Under **Shared Services Arrangements**, enter all Shared Services Arrangements for which the LEA is a member or the fiscal agent. Indicate the **Shared Services Type** and **Fiscal Agent District ID**.

Note: Since each year is entered on this tab, there are not separate tabs for the current and prior years as in previous years.

- Click **Save**.