



ASCENDER 7.0100

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District Administration > Tables > District Information

☐ Added the **Year** field to maintain records according to the school year on the following tabs:

- District Name/Address
- Campus Name/Address
- Shared Services Arrangement

Note: The **Year** field does not apply to the **Payroll Frequencies** and **Reporting Contact** tabs.

The screenshot shows the 'District Administration' interface. At the top, there is a green header bar with a home icon, the text 'Tables > District Information', a dropdown menu set to 'District Administration', and a grid icon. Below the header, there is a form area. On the left, the label 'Year:' is followed by a text input field, which is circled in red. To the right of the input field are two buttons: 'Retrieve' and 'Save'. Below the form area, there is a horizontal tab bar with five tabs: 'DISTRICT NAME / ADDRESS' (which is underlined in green), 'CAMPUS NAME / ADDRESS', 'PAYROLL FREQUENCIES', 'REPORTING CONTACT', and 'SHARED SERVICES ARRANGEMENT'.

☐ Bolded the **District Name** and **ESC County District Number** field labels to indicate that the fields are TSDS PEIMS Reporting elements.

Tables > District Information District Administration

Year:

DISTRICT NAME / ADDRESS CAMPUS NAME / ADDRESS PAYROLL FREQUENCIES REPORTING CONTACT SHARED SERVICES ARRANGEMENT

District Name:

District County Name: District Type:

District Website:

District E-mail:

ESC Region Number: **ESC County District Number:**

Street Nbr: Street Name:

City: State: Zip: +

Phone: Fax:

Superintendent:

Title First Middle Last

Total Nbr School Board Requests:

Total Cost School Board Requests:

Contracted Instructional Staff

Delete	Campus	Program Intent Code	Nbr FTE
No Rows			


District Administration > Tables > District Information > Shared Services Arrangement


□ Added this tab to identify the ESC/LEA fiscal agents and the ESC and/or LEA member(s) for each type of shared services arrangement (SSA) that exists among two or more ESCs and/or LEAs. This tab is used to maintain financial information (actuals) for shared service arrangements for state reporting purposes.

☐ Added the following fields under **Accounts Receivable** to set default account codes for a user, which will be used when creating invoices on the Accounts Receivable > Maintenance > Create/Modify Invoice page.

- Offset Obj
- Offset Sobj
- Offset Org

Note: If these fields are blank, then the **Offset Obj** and **Offset Subj** fields default to the values in the **Accounts Receivable** field on the Finance > Tables > District Finance Options > Clearing Fund Maintenance tab and the **Offset Org** field is set to 000.

 Maintenance > User Profiles

▼ District Administration 

Save

GIL, FRANK (017634) ▼

Retrieve User

Lookup User

Add User

ACCOUNTS

PERMISSIONS

PURCHASING
PERMISSIONS

PURCHASING
ADDRESSES

PURCHASING
REQUESTORS

PURCHASING
RESTRICT
CAMPUS/DEPT

Print

Accounts Receivable

Global Access ☐

Offset Obj :: Offset Subj :: Offset Org ::



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