



Verify Shared Services Arrangements, as needed

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Verify and correct Shared Service Arrangement data as needed

[District Administration > Tables > District Information > Shared Services Arrangement](#)

The screenshot shows the 'Shared Services Arrangement' page within the 'District Administration' system. At the top, there is a green header bar with a home icon and the text 'Tables > District Information'. Below this, a navigation bar contains several tabs: 'DISTRICT NAME / ADDRESS', 'CAMPUS NAME / ADDRESS', 'PAYROLL FREQUENCIES', 'REPORTING CONTACT', 'SHARED SERVICES ARRANGEMENT' (which is currently selected and underlined), 'FUND BALANCES', 'FALL FINANCE TSD'S DATA', and 'PRIOR SHARED SERVICES ARRANGEMENT'. Above the tabs, there is a 'Year' field with '2026' entered, and 'Retrieve' and 'Save' buttons. The main content area is titled 'Shared Services Arrangements' and contains a table with the following data:

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

Below the table, there is an 'Add' button with a plus icon.

☐ In the **Year** field, type the four-digit school year for which you want to add or retrieve data and click **Retrieve**.

☐ Click **Save**



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