



Enter and verify prior Shared Services Arrangements, as needed

Table of Contents

Enter and verify prior Shared Services Arrangements, as needed

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



(**Fiscal Agents**) SSA fiscal agents will also enter SSA actual expenditures for the prior fiscal year on this tab. These amounts should represent the amount spent on behalf of each member district, not the amount transferred by the member LEA. This data is reported during the PEIMS Mid-Year Submission. For additional guidance, review the PriorYearSSAOrgAssociationExt Entity in the C049A table on the TWEDS website.

Example of Fiscal Agent Reporting Member Amounts

Tables > District Information

District Administration

Year: 2027 Retrieve Save

DISTRICT NAME / ADDRESS	CAMPUS NAME / ADDRESS	PAYROLL FREQUENCIES	REPORTING CONTACT	SHARED SERVICES ARRANGEMENT	FUND BALANCES	FALL FINANCE TSDS DATA	PRIOR SHARED SERVICES ARRANGEMENT																																														
Prior Shared Services Arrangements				Shared Services Arrangement Member Amounts																																																	
<table border="1"> <thead> <tr> <th>Delete</th> <th>Shared Services Type</th> <th>Fiscal Agent District ID</th> <th>SSA Actuals</th> </tr> </thead> <tbody> <tr> <td></td> <td>10</td> <td>184-908</td> <td></td> </tr> <tr> <td></td> <td>11</td> <td>182-904</td> <td></td> </tr> <tr> <td></td> <td>12</td> <td>184-908</td> <td></td> </tr> </tbody> </table>				Delete	Shared Services Type	Fiscal Agent District ID	SSA Actuals		10	184-908			11	182-904			12	184-908		<table border="1"> <thead> <tr> <th>Delete</th> <th>Member District ID</th> <th>Fund</th> <th>Fiscal Year</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td></td> <td>182-901</td> <td>437</td> <td>6</td> <td>94,905</td> </tr> <tr> <td></td> <td>182-902</td> <td>437</td> <td>6</td> <td>153,539</td> </tr> <tr> <td></td> <td>182-904</td> <td>437</td> <td>6</td> <td>265,074</td> </tr> <tr> <td></td> <td>182-905</td> <td>437</td> <td>6</td> <td>70,863</td> </tr> <tr> <td></td> <td>182-906</td> <td>437</td> <td>6</td> <td>24,879</td> </tr> </tbody> </table>				Delete	Member District ID	Fund	Fiscal Year	Amount		182-901	437	6	94,905		182-902	437	6	153,539		182-904	437	6	265,074		182-905	437	6	70,863		182-906	437	6	24,879
Delete	Shared Services Type	Fiscal Agent District ID	SSA Actuals																																																		
	10	184-908																																																			
	11	182-904																																																			
	12	184-908																																																			
Delete	Member District ID	Fund	Fiscal Year	Amount																																																	
	182-901	437	6	94,905																																																	
	182-902	437	6	153,539																																																	
	182-904	437	6	265,074																																																	
	182-905	437	6	70,863																																																	
	182-906	437	6	24,879																																																	

Example of LEA Reporting Their Shared Services as a Member

Tables > District Information

District Administration

Year: 2027 Retrieve Save

DISTRICT NAME / ADDRESS	CAMPUS NAME / ADDRESS	PAYROLL FREQUENCIES	REPORTING CONTACT	SHARED SERVICES ARRANGEMENT	FUND BALANCES	FALL FINANCE TSDS DATA	PRIOR SHARED SERVICES ARRANGEMENT																										
Prior Shared Services Arrangements				Shared Services Arrangement Member Amounts																													
<table border="1"> <thead> <tr> <th>Delete</th> <th>Shared Services Type</th> <th>Fiscal Agent District ID</th> <th>SSA Actuals</th> </tr> </thead> <tbody> <tr> <td></td> <td>10</td> <td>184-908</td> <td></td> </tr> <tr> <td></td> <td>11</td> <td>182-904</td> <td></td> </tr> <tr> <td></td> <td>12</td> <td>184-908</td> <td></td> </tr> </tbody> </table>				Delete	Shared Services Type	Fiscal Agent District ID	SSA Actuals		10	184-908			11	182-904			12	184-908		<table border="1"> <thead> <tr> <th>Delete</th> <th>Member District ID</th> <th>Fund</th> <th>Fiscal Year</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td colspan="5">No Rows</td> </tr> </tbody> </table>				Delete	Member District ID	Fund	Fiscal Year	Amount	No Rows				
Delete	Shared Services Type	Fiscal Agent District ID	SSA Actuals																														
	10	184-908																															
	11	182-904																															
	12	184-908																															
Delete	Member District ID	Fund	Fiscal Year	Amount																													
No Rows																																	

☐ In the **Year** field, type the four-digit school year for which you want to add or retrieve data and click **Retrieve**. For example, the reporting year for the 2026-2027 school year is 2027.

☐ Under **Prior Shared Services Arrangements** (left side of page), enter all Shared Services Arrangements for which the LEA is a member or fiscal agent.

- **Shared Services Type** (E0776) (Descriptor C049) is the type of program or service provided by an SSA.
- **Fiscal Agent District ID** (E0777) is the county-district number of the SSA fiscal agent registered with the TEA.
- If the LEA is the Fiscal Agent of the SSA, click the spyglass for that SSA record.

☐ Under **Shared Services Arrangement Member Amounts** (right side of page), click **+Add** to add a row. Complete the following fields:



Although this information belongs in the Finance Domain section, it is included here since you are already working in District Administration.

- **SSA Member District ID** (E0981) – Indicates the county district number (CCCCDD) of the school district (as registered with the TEA), which is a member district in the shared services arrangement.
- **SSA Fund** (E0316S) (Descriptor: C145S) – Identifies the fund group and specific fund (when applicable) for the shared service arrangement actual financial data.
- **Fiscal Year** (E0974) – Type the one-digit fiscal year for the SSA record. This is the last fiscal year's SSA data. For example, for reporting year 2027 (school year 2026-2027), use SSA data from the 2025-2026 financial fiscal year 6.
- **Actual Amount** (E0774) – This is the amount spent on the members' behalf.

☐ Click **Save**.



Back Cover