



Organization Title: PTO EASTSIDE ELEMENTARY

Year: 2025 / 2026

Direct Support Organization Requirement Checklist

ALL BELOW DUE BY JULY 14, 2025!!

The principal's written permission to allow DSO to use the school's name, logo, mascot, or trademark as part of the DSO's name or in its fundraising or other activities.	DONE
All DSO Activities are being approved in advance by principal or designee.	YES
The DSO provided the following information to the school:	
A copy of the organization's budget.	INTERNAL
Copy of the Uniform Business Report from the Florida Department of State Division of Corporations Sunbiz (www.sunbiz.com) showing an active status submitted to the school principal or designee.	INTERNAL
A list of the current DSO Officers.	ATTACHED
Signature Card of authorized signers on the DSO's bank account.	INTERNAL
Proof of Insurance.	INTERNAL
DSO's Federal Identification Number.	INTERNAL
DSO's Sales Tax Identification Number.	INTERNAL
All 2025 financial statements with backup documentation. Backup must include:	
- Two signatures certifying that the financial statements are materially correct; one who cannot be a check signer on the DSO's bank account. - The detail of all receipts and disbursements including invoices and copies of checks. - Bank Statements	INTERNAL
Copies of the W2's and 1099 miscellaneous income reports filed with the IRS.	INTERNAL

Direct Support Organization Officer Isaiah Shireman Date 10-3-25

Principal's Signature [Signature] Date 10-1-25

Mike Lastra
Principal

<https://www.hernandoschools.org/ces>



Eric Schwartz
Assistant Principal

www.facebook.com/EESleopards

ELEMENTARY SCHOOL

27151 Roper Rd.
Brooksville, FL 34602
Phone: 352-797-7045
Fax: 352-797-7145

Date: 9/16/25

I, Dr. Mike Lastra, Principal of Eastside Elementary School, hereby grant permission for Rachel Shireman to act on behalf of Eastside Elementary in fundraising efforts for our Parent Teacher Organization (PTO).

The mission of these fundraising efforts is to support schoolwide initiatives and programs that benefit all students and enhance the educational experience at Eastside Elementary.

All funds collected by the PTO through these efforts will be deposited into a school-based internal account in accordance with district and school policies.

Sincerely,

A handwritten signature in black ink, appearing to be 'M. Lastra', written over a horizontal line.

Dr. Mike Lastra
Principal, Eastside Elementary School

IGNITING THE ENERGY OF EASTSIDE!