

Village Academy

FY26 Collection Development Policy

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Signature Page

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Purpose of Collection Development Policy

This policy guides the selection, acquisition, and management of the **Village Academy** Library Collection. The library's mission is to support students in becoming curious, knowledgeable, and caring individuals. We want to help students develop a love of reading and use information to build a better, more peaceful world with understanding and respect for different cultures.

As our school community grows and changes, we will regularly update the collection to meet the interests and needs of students, faculty, and staff. Our goal is to offer our users books and resources in the most critical areas. We also provide materials in print, digital, and electronic formats. This policy is reviewed every year and updated as needed to ensure the collection stays current and relevant.

Background Statement & School Community

Village Academy on the Art & Sara Jo Kobacker Campus in Delray Beach serves PK-12, a high minority enrollment (99.1%) with 100 % of students being economically disadvantaged.

Here's a more detailed breakdown of the demographic information for Village Academy on the Art & Sara Jo Kobacker Campus:

- **Grades Served:** PK-12
- **Student Enrollment:** 626 students
- **Minority Enrollment:** 99.1%
- **Gender Distribution:** 49% female, 51% male
- **Economically Disadvantaged:** 100.0% of students
- **ESSA Identification:** ATSI

School Mission Statement

Provide the school's mission statement The mission of Village Academy is to partner with the community, parents, and stakeholders to prepare conscious, critical thinkers who are equipped to create an equitable and sustainable world.

At Village Academy, we believe that our students are curious, creative, capable, and rich in potential. Our vision is to create a culture where students are inspired to discover their voice and sense of purpose, empowered to become scholarly stewards of their community and planet, and well-prepared for postsecondary success.

Media Center Mission Statement

The Village Academy Library Media Center is committed to developing and maintaining a library media program that enhances, supports, and broadens the school's educational curriculum while fostering information literacy, encouraging a love of reading, and promoting lifelong learning. The center also strives to create a learning environment that values respect, independent thinking, and individuality. Its goal is to design a library program that aligns with and strengthens the academic objectives of Village Academy.

Responsibility for Collection Management & Development

The management and development of the library collection is a collaborative effort involving all members of the school community: the library media specialist, administration, teachers, students, parents, and district staff. Feedback is gathered through surveys, suggestions, and presentations.

Students are encouraged to recommend books they would like to see added to the library. The library media specialist carefully evaluates these suggestions, ensuring the books are age-appropriate, well-reviewed, and compliant with state standards before making a purchase.

Students also have the opportunity to contribute to planning lunchtime activities and participate in decision-making processes. Furthermore, important updates and events are communicated through the Morning Announcements.

A key national standard for school library programs is the need for collaboration with teachers to create meaningful literacy and information lesson plans that align with classroom instruction. At Village Academy, the library media specialist works closely with teachers across all subjects to enhance student achievement by supplementing the curriculum in a way that supports course standards. This collaboration enriches the learning experience for students at every grade level.

Library Program

The library is open every school day to make sure all students can access library resources. Research shows that students learn better when they can use the library when they need it. At **Village Academy**, the library is open from **7:30 AM to 3:30 PM** Monday through Friday unless it's closed by the administration (usually for testing).

Students can visit the library before and after school without a pass, but during class or lunch, they need a pass from a teacher.

Goals and Objectives

Goal 1:

- Continue purchasing books to strengthen and complete the library collection, using the **Follett Titlewave Analysis Report** as a guide.
- Teach students new ways to find books quickly and explore more about technology.

Goal 2:

- Help students use technology for research and creating original media projects.
- Teach students how to use computers, iPads, and software programs for research, safe communication, and presentations.
- Provide resources and support to help students create original media projects with the right equipment

Budget and Funding

The **Village Academy Library Media Center** is allocated a school-based operating budget at the start of each school year. The **Village Academy** administration uses a formula to distribute the appropriated funds. The budget for the **FY26** school year is expected to be similar to the **FY25** school year.

The library media center's budget is supplemented through book fairs and donations.. The library media center also participates in an annual fundraising field trip that helps support library media programming.

<i>School-based Operating Budget</i>	<i>Budget FY25</i>	<i>FY26 Projected Budget</i>
<i>Account 551100 - Media Supplies</i>	\$369	\$ 369
<i>Account 553420 - Media Subscriptions (Periodicals-Newspapers)</i>	\$232	\$ 232
<i>Account 561100 - Library Books</i>	\$695	\$ 695
<i>Account 562230 - Media A/V Equipment</i>	\$309	\$ 309
<i>Account 564220 - Furn-Fix/Equip</i>	\$386	\$ 386
<i>Fundraising/ Grants</i>	<i>Budget Amount</i>	
<i>Media Center Internal Account number for your grant(s) (get this from your bookkeeper)</i>	\$2500	\$ 2500
<i>State Media Allocation</i>	<i>Budget Amount</i>	
<i>Account 556110 (program 3070) - Media Books</i>	\$1403	\$ 1400

Purchasing Plan FY26

The Village Academy Library Media Center is allocated a school-based operating budget at the start of each school year. The Village Academy administration uses a formula to distribute the appropriated funds. The budget for the FY26 school year is expected to be similar to the FY25 school year.

The library media center's budget is supplemented through book fairs and donations.

Purpose	Amount
FY26 purchasing plan	
books	\$1500
supplies	\$369
STEM	\$200
Total:	\$ 2,069

Scope of the Collection

At **Village Academy**, collection development is guided by the school's curriculum, which aligns with district guidelines and is governed by the Department of Education.

The library's collection is enhanced by databases and eBooks provided through the district's Department of Library Media Services. These resources expand **Village Academy's** collection and offer students access throughout the day.

By school policy, all materials are organized using the Dewey Decimal Classification System.

The library's collection includes databases such as **World Book**, **PebbleGo**, **Gale inContext Elementary**, and **Teaching Books**.

Additionally, the Department of Library Media Services offers eBooks, including **Tumblebooks**, **Gale eBooks**, and a shared collection through **MackinVia**.

Village Academy Library materials provide support for both the curriculum and enjoyable reading in accordance with School Board Policy 8.12 (Section 2d). The collection is organized using the standard Dewey Decimal Classification System (Section 5 Management of Library Media Instructional Materials).

Equipment

Village Academy provides ample space for both students and teachers to read and engage in activities. The media programs offer various equipment, such as desktop computers. Teachers and staff also have access to a range of resources, including smart panels, printers, projectors, etc., in the media center and workroom areas. The media center is also home to a TV production studio/computer lab designed to support educational activities and enhance the learning experience.

Collection Development

The main goal of the Village Academy Media Center Library Collection is to offer resources that support the curriculum while also providing high-quality, age-appropriate materials for recreational and leisure reading. The recreational collection is developed in compliance with Florida Statutes and School Board policies (see Appendix C and D). State and district funding will be used to acquire a variety of electronic and physical materials. Duplicate copies will be purchased based on the needs of the staff and the demand for specific titles. Each format will be evaluated on a case-by-case basis. Teacher requests will be addressed individually and will be purchased according to curriculum needs and collection development standards. The Media Center does not provide devices for accessing electronic resources; this responsibility lies with the student and teacher. However, for any device-related issues, the school's technology support team can assist via email.

Selection and Evaluation Criteria

Village Academy

Materials for the library are chosen based on School Board Policy 8.12 (see Appendix A).

We use trusted review sources, such as Booklist, Hornbook, Kirkus Review, and School Library Journal, to help with selections.

Materials are picked based on their educational value, age-appropriateness, and how they support the curriculum. We also consider their appeal to students, emotional maturity, and social value.

Our library collection represents a variety of cultures, ethnic groups, and viewpoints. We aim to provide a balanced and fair perspective when choosing materials on topics like politics, religion, and controversial issues.

We look at each material as a whole, focusing on the author's or producer's intent rather than isolated parts.

Other factors that influence our decision to purchase materials include their educational significance, need, and how they align with students' interests and the curriculum.

User Needs: At Village Academy, we serve students, faculty, and staff. Our goal is to provide materials that meet their needs. We are always looking to keep our collection diverse and current, and we welcome suggestions for new materials. We are also expanding our collection of e-books and graphic novels. While the library is standalone, students and faculty can borrow books from other schools in the Palm Beach County School District through interlibrary loans.

Diversity: We strive to offer materials that students can relate to, reflecting their diverse backgrounds. Our library is inclusive, not discriminating based on race, religion, gender, sexual orientation, national origin, or political views. Our goal is to provide a collection that mirrors the diversity of our students, including their ethnic backgrounds, socio-economic status, and abilities.

Quality: We aim to offer high-quality materials. We carefully evaluate books before purchasing, using trusted sources and reviewing award-winning books like those recognized by the American Library Association and The Newbery Award. We also make sure to include a variety of resources to keep the collection well-rounded and suitable for our students.

District-Wide “Procedures for Selecting and Developing Library Collections”

School Board Policy 8.12 sets out the procedures for selecting and developing library collections, which are followed District-wide.

District Resources And Services

The School District Library Media Services Department supports school-based library media center personnel and establishes uniform policies and procedures for school library media centers throughout the District. These services include, but are not limited to:

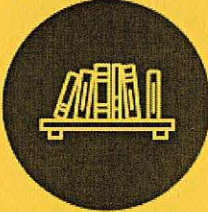

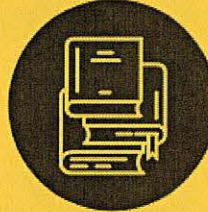


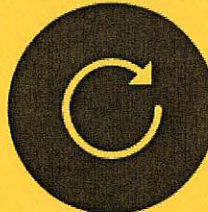


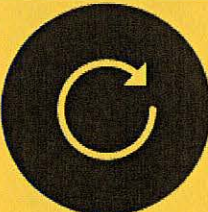

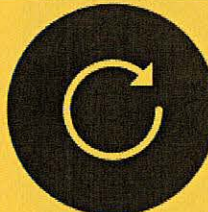
- Maintaining a professional library collection to assist with recertification and knowledge acquisition on education-related topics;
- Managing the online catalog, including the library inventory and circulation software;
- Selecting and making accessible online information databases for reference and research;
- Providing guidance and training to school library media staff in program planning, curriculum development, budget, technology, collection maintenance, facility use, and media production;
- Participating in inter-departmental curriculum development, facility planning, personnel staffing, and task forces at the administrative level;
- Managing technical services for acquiring and processing resources for schools;

- Distributing to schools and monitoring categorical and capital budgets allocated for library programs and
- Fostering a global range of services that facilitate the transformation of school-based library activities to meet the changing needs of an information society.

The School District Library Media Services Department collaborates with other District departments, including the Department of Educational Technology, to provide selected electronic information, the technology to access it, and the training needed to efficiently and effectively search for and find specific facts.

Collection Analysis

The collection is developed for and influenced by students, their interests, academic needs, and alignment with the curriculum. The data below is a snapshot of the collection based on a Titlewise Analysis.

			
11,250 Items in the Collection	18.0 Items per Student	30% Fiction Titles in the Collection	32 % Percent of nonfiction in the collection
Library media resources are curated to include recently published works and classics that rightfully impact the average age of the collection.			
	77% Average Age of the Collection	2003 Aged Titles	2019 Newer than 5 Years
Library media resources should be representative of the school.		Skills for Lifelong Learning (SLL) library media resources can contribute to character development.	
			
4,660	2003	37%	2004

Representative Titles in Collection	Representative Titles Average Age	SLL Titles in Collection	SLL Titles Average Age
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Collection Analysis By Category

This section provides a detailed look at the current library collection by classification and genre. It was gathered from Follett Destiny, the library management system, and Titlewave, the vendor's ordering and analysis tool.

	Avg. Age	Items
Computer Science, Information & General Works	2006	40
Philosophy & Psychology	2006	46
Religion	2001	47
Social Sciences	2002	831
Language	1997	209
Science	2003	817
Technology	2004	423
Arts & Recreation	2012	532
Literature	2002	231
History & Geography	2004	592
	2004	3,768
	Avg. Age	Items
Computer Science, Information & General Works	2006	40
Philosophy & Psychology	2006	46

Gifts and Donations

Any books gifted or donated to the school must meet the same selection criteria as all other materials. No materials will be added to the collection if they are out-of-date or age-inappropriate simply because they were donated. All gifts and donations must follow the same processes as new book orders.

Collection Maintenance

Collection Maintenance

[In this section, reference that inventory will be completed on a three-year rotation per Board Policy 8.12 (8). Then, list your rotation plan by year. (e.g. FY26 Fiction, FY27 Easy, FY28 Non-fiction). This section is also a good place to make note of any labeling, shelving, organizational, or sticker systems you have in place. This information allows the person who eventually replaces you to pick up in the rotation where you left off and understand your organizational design.

An inventory of a particular section of the collection shall be completed every year. For the next three years, inventoried sections will be:

- FY26: Inventory Biography Section
- FY27: Inventory Easy Section
- FY28: Inventory Nonfiction Section & Fiction

Lost or Damaged Library Materials

At Village Academy, our policy regarding lost or damaged library materials involves recording the incident in the system. We charge students for late materials and have fees in place for lost or damaged books.

Strategic Focus – Weeding and Acquisitions

School Year	Strategic Focus
FY26	Selection Priorities <ul style="list-style-type: none">● Priority 1 General Easy current SSYRA● Priority 2 Fiction (Chapter Books)● Priority 3 Non-Fiction update Book Area
	Inventory/Weeding Priorities <ul style="list-style-type: none">● Priority 2 Biography and group biography● Priority 1 General Fiction based on library collection● Priority 3 Fiction based on the number in the library
FY27	Selection Priorities <ul style="list-style-type: none">● Priority 1 Middle School/ High School Fiction by genre and current SSYRA● Priority 2 Middle School/ High School Update biography and group biography● Priority 3 Middle School/ High School Non-fiction based on collection analysis
	Inventory/Weeding Priorities <ul style="list-style-type: none">● Priority 1 Middle School/ High School General Fiction based on library collection● Priority 2 Middle School/ High School Biography and Group Biography

	<ul style="list-style-type: none"> • Priority 3 Middle School/ High School Fiction based on the number in the library
FY28	Selection Priorities <ul style="list-style-type: none"> • Priority 1 Fiction by genre and current SSYRA • Priority 2 Biography based on current needs • Priority 3 Non-fiction based on current needs
	Inventory Priorities <ul style="list-style-type: none"> • Priority 1 General Fiction based on library collection • Priority 2 Biography and group biography • Priority 3 Fiction based on the number in the library

Reconsideration of Materials

Village Academy follows all School District policies and state laws concerning the selection of library media materials. However, if a challenge arises, the library media specialist will follow School Board Policy 8.1205 on challenged materials.

Annual Evaluation and Revision of CDP

This collection development plan will be reviewed each school year.

Appendices

A: Library Bill of Rights

"Library Bill of Rights", American Library Association, June 30, 2006.

[Link](#) (Accessed February 3, 2025)

Document ID: d03f6aae-7e51-46b3-afed-50fa0809f8ca

B: Intellectual Freedom Statement

"The Freedom to Read Statement", American Library Association, July 26, 2006.

[Link](#) (Accessed February 3, 2025)

Document ID: 24cc13f0-22e4-4c16-ba92-d68ee65b9e28

C: Policy 8.12 - Selection of Library Media Center Materials, Classroom Library Materials, and Reading List Materials

School Board of Palm Beach County (November 14, 2023). Selection of Library Media Center Materials and Reading List Materials.

[Link](#) (Accessed February 3, 2025)

D: Policy 8.1205 - Objection Procedures for Specific Library Media Center, Classroom Library, Reading List, Supplemental or Instructional Materials That Have Not Gone Through the Board Adoption Process

School Board of Palm Beach County (November 14, 2023). Objection Procedures for Specific Library Media Center, Classroom Library, Reading List, Supplemental or Instructional Materials That Have Not Gone Through the Board Adoption Process.

[Link](#) (Accessed February 3, 2025)

E: Specific Material Objection Form

School Board of Palm Beach County (November 14, 2023). Specific Material Objection Form.

[Link](#) (Accessed February 3, 2025)