

FY26 COLLECTION DEVELOPMENT POLICY



Dwight D. Eisenhower K-8

FY26 Collection Development Policy

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Educational Media Specialist

Signature Page

Dwight D. Eisenhower K-8

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Purpose of Collection Development Policy

The Collection Development Policy is designed to support Dwight D. Eisenhower K-8. The library's mission statement is to provide a collaborative program that supports the development of inquiring, knowledgeable, and caring young people. The library strives to assist all students in becoming global citizens who have a lifelong love of reading and who use the information to create a better and more peaceful world through intercultural understanding and respect. This policy guides selecting, acquiring, and managing the Dwight D. Eisenhower Library Collection.

As our student, faculty, and staff population diversifies and grows, we will reassess and adapt our collection to reflect new and differing areas of interest and need. Our priority is to offer titles and subject areas desired or needed by our users. We also strive to provide materials in print, digital, and electronic media formats. The collection development policy is evaluated annually and revised as necessary to guide the implementation of changes in the collection.

Background Statement & School Community

The Dwight D. Eisenhower K-8 Library Media Center serves a diverse community of approximately 595 students spanning Pre-Kindergarten through Grade 8, along with the dedicated faculty, staff, and involved parents. Our student body reflects a rich tapestry of cultures and ethnicities, encompassing a wide range of socioeconomic backgrounds.

Specifically, the student population is: 28% Hispanic, 31.7% Black, 30% White, 5.5% Asian, 3.3% Multi-ethnic, and 1.3% Indian.

A significant portion of our students, 22.63%, are identified as Limited English Proficient and receive support as second language learners. Furthermore, approximately 58.6% of our students qualify for Exceptional Student Education, and we proudly host the district's largest ESE PreK Program. Notably, 95.25% of our student population qualified for free or reduced lunch, highlighting the socioeconomic needs of our community. We are also continuing our Environmental Choice Programs for FY26, underscoring our commitment to specialized learning opportunities.

The Library Media Center actively supports the school's unique curricular offerings, including specialized resources and materials for Deaf and Hard of Hearing students, school-wide Gifted programs, VPK, and our distinctive Environmental Science and Field Research Program for Grades K-5, as well as Environmental Science and Technology for Grades 6-8.

School Mission Statement

At Dwight D. Eisenhower K-8, students, staff, parents, and community members are all part of our school family. Together we create a safe, connected learning environment, where we develop educated, actively involved global citizens. Our commitment is to foster Young Environmental Stewardship (YES!) through state-of-the-art instruction with a focus on environmental science education.

We will build upon a foundation of academic excellence to cultivate conscious, interconnected citizens who are empowered to use inquiry and critical thinking to make choices within the global community

Media Center Mission Statement

The mission of the Dwight D. Eisenhower K-8 Library Media Center is to provide a program that will instruct, enhance, and support the goals and objectives of the entire school. It is committed to helping students achieve academic success, be effective users of information, and to become lifelong learners while providing an environment that encourages a love of reading.

Responsibility for Collection Management & Development

The Collection Development Policy is designed to support the Library's Mission statement and serves as a guide for the selection, acquisition, maintenance, and retention of materials by establishing roles, responsibilities, and a process for addressing Library user concerns.

As our student population changes, the Media Center at Dwight D. Eisenhower K-8, reassesses and adapts its collections to reflect new and differing areas of interest and concern. The collection development policy is annually evaluated and revised as necessary to provide guidance for implementing changes in the collection. The certified media specialist seeks input from administration, faculty, students, parents, and district stakeholders.

Library Program

Dwight D. Eisenhower's K-8 library media center staff for FY25 consists of one full-time media specialist. The library media center is on a five-day, Monday-Friday schedule with the enrichment team consisting of music, physical education, guidance and Science Oriented Activities and Resources (SOAR). Students in Kindergarten through 5th grade are on the weekly schedule. Teachers of students in our Pre-K and VPK classes utilize materials for their students. The library media center shares a rotation with guidance classes. All students have the opportunity to utilize materials during our summer open media times. Library hours are extended into the summer when accommodations can be made. Students and families are welcome to book shop throughout the summer.

Except for the occasional need to use the media center for special events, the library is open each day that students are in attendance to ensure equitable access for all students to library media resources. Students receive instruction and are encouraged to check out materials for use at home or in the classroom for a two-week period, after which materials may be re-checked if necessary. Students are taught how to utilize Destiny as well as MackinVia.

Goals and Objectives

Goal 1: To increase the overall average publication date of the DDE Library Media Collection

- to weed and replace outdated materials, focusing on science and history.
- purchase up-to-date that relate to the needs and interests of the student population in FY26

Goal 2:

- Facilitate use of the library media center with our 6th-8th grade students
 - plan with 6th-8th grade teachers how to utilize the library media center.
 - purchase books that relate to the needs and interests of the 6th-8th grade student population in FY26

Goal 3: Offer Makerspace options, including more robotics and coding

- Research the most innovative products to add to our Makerspace.

Budget and Funding

At the beginning of every school year, the LMC is given a school-based operating budget. The school administration uses a formula to distribute the appropriated funds. The budget for the FY26 school year is expected to be similar to FY25.

School-based Operating Budget	Budget FY25	FY26 Projected Budget
Account 551100 - Media Supplies	\$2085.00	\$438.00
Account 553420 - Media Subscriptions (Periodicals-Newspapers)	0	\$263.00
Account 561100 - Library Books	0	\$788.00
Account 562230 - Media A/V Equipment	0	\$350.00
Account 564220 - Furn-Fix/Equip	0	\$438.00
Fundraising/ Grants	Budget Amount	
Media Center Internal Account number for your grant(s) (get this from your bookkeeper)	\$6807.55	\$6300.00
State Media Allocation	Budget Amount	
Account 556110 (program 3070) - Media Books	\$1642.95	\$1642.95

Purchasing Plan FY26

Approximate Purchasing Plan	
Purpose	Amount
books	695.00
supplies	695.00
STEM	695.00
Total:	\$2085.00

Scope of the Collection

Collection development is determined by the curriculum of Dwight D. Eisenhower K-8, which follows the guidelines of the Palm Beach County School District, which in turn is governed by the Department of Education of the State of Florida. Special emphasis will be given to the needs of early readers, reluctant readers, and accelerated readers. The collection of the SDPBC provides databases and eBooks that expand our DDE collection, as well as provides 24/7 access for students. The collection will also include special materials to accommodate students in the DHH, ESOL, ESE and Environmental programs.

Materials will support both curriculum and pleasure reading as per School Board Policy 8.12 (see Section 2 d) and also that per District policy, the collection will be arranged in standard Dewey order (see Section 5 Management of Library Media Instructional Materials).

Equipment

Equipment available for teacher/staff use through Eisenhower's media programs in the media center and workroom areas include:

- Laminator
- Poster Maker
- Copiers
- Laptops
- TV Production Studio

Collection Development

Collection development refers to the process of building and maintaining the Media Center's entire materials collection, in both print and non-print formats. The collection development process includes the formulation of policy and procedures, budget allocations, needs assessment, selection, collection maintenance and evaluation, and resource sharing. The acquisition and maintenance of the Dwight D. Eisenhower K-8 Media Center materials collection is a primary function of the Media Center's mission. The primary goal of the Media Center's collection development efforts is to build a collection that supports the needs of the school community. This goal reinforces the Palm Beach County School District and the mission of Dwight D. Eisenhower K-8. The Media Center recognizes its responsibility to respond to the research needs of the student body and faculty.

The Media Specialist of Dwight D. Eisenhower K-8 School serves as a liaison to all departments as well as to parents and students

Selection and Evaluation Criteria

Materials considered for purchase are selected on the basis of the criteria established in SDPBC 8.12 (see Appendix D).

The DDE Library Media Center materials are selected based upon many factors. Materials are evaluated as to their aesthetic, literacy and social value, appropriateness to student age and emotional maturity and relevance to the curriculum. Materials reflect sensitivity to the achievements, needs and rights of men and women, various ethnic groups and other cultures. The selection of materials deemed controversial are directed toward maintaining an unbiased - balanced representation of various opinions. Other factors that are considered include educational significance, need and value to the collection and relationship to the interests of students.

Professional reviewing sources used for selection include, but are not limited to Kirkus Review, Booklist and School Library Journal.

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


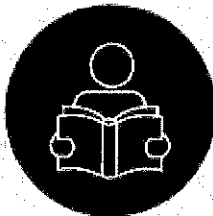
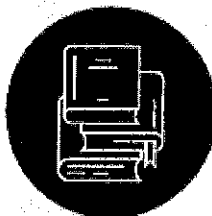

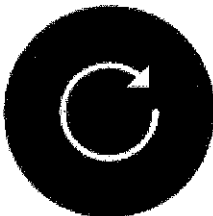
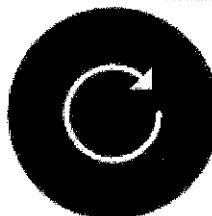
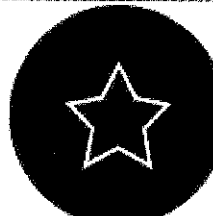
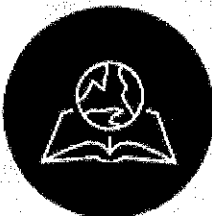
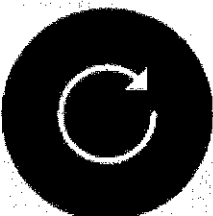
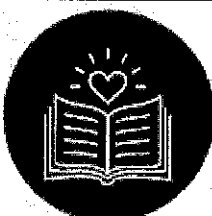
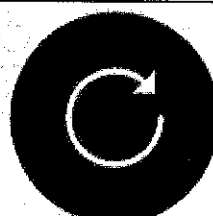
The School District Library Media Services provides support to school library media center personnel and establishes uniform policies and procedures for school library media centers throughout the District. These services include, but are not limited to:

- 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 works in collaboration 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 search and find specific facts efficiently and effectively.

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.

			
10,974 Items in the Collection	21.8 Items per Student	27% Fiction Titles in the Collection	37% Percent of nonfiction in the collection
Library media resources are curated to include both recently published works and classics that both rightfully impact the average age of the collection.			
	2010 Average Age of the Collection	45% Aged Titles	24% 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.	
			
33% Representative Titles in Collection	2011 Representative Titles Average Age	40% SLL Titles in Collection	2014 SLL Titles Average Age

Collection Analysis By Category

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

Section	# of Titles	Average Age (year)
Computer Science, Information & General Works	28	2018
Philosophy & Psychology	42	2015
Religion	33	2003
Social Sciences	506	2007
Language	136	2003
Science	1562	2007
Technology	482	2009
Arts & Recreation	813	2013
Literature	113	2008
History & Geography	375	2008
Biography	960	2006
Easy	2609	2008
General Fiction	2996	2016
Graphic Novels	481	2018

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

Inventory of a particular section of the collection shall be completed every year per Board Policy 8.12 (8). For the next three years, inventoried sections will be:

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

Lost or Damaged Library Materials

Fees will be assessed for late materials or fines for lost/damaged materials in accordance with School Board Policy 2.21B(9) which states: "If a student loses or damages District property, including library books and textbooks loaned to said student, said student shall be required to pay for, replace or repair said district property."

Strategic Focus – Weeding and Acquisitions

School Year	Strategic Focus
FY26	Selection Priorities <ul style="list-style-type: none">● Priority 1-Nonfiction● Priority 2-Fiction● Priority 3-Easy
	Inventory/Weeding Priorities <ul style="list-style-type: none">● Priority 1-Fiction● Priority 2-Non-fiction● Priority 3-Easy
FY27	Selection Priorities <ul style="list-style-type: none">● Priority 1-Fiction● Priority 2-Easy● Priority 3-Non-fiction
	Inventory/Weeding Priorities <ul style="list-style-type: none">● Priority 1-Non-fiction● Priority 2-Easy● Priority 3-Fiction
FY28	Selection Priorities <ul style="list-style-type: none">● Priority 1-Easy● Priority 2-Non-fiction● Priority 3-Fiction
	Inventory/Weeding Priorities <ul style="list-style-type: none">● Priority 1-Easy● Priority 2-Fiction● Priority 3-Non-fiction

Reconsideration of Materials

D. D. Eisenhower K-8 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.

Note: The policy and the Specific Material Objection form are linked in School Board Policy 8.1205 and the appendix.

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)