Plumosa School of the Arts K-8

FY26 Collection Development Policy

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Signature Page
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Media Specialist Signature: _____

Principal: Ronda Smith

Principal Signature: _____

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Purpose of Collection Development Policy

Plumosa School of the Arts Library Media Center supports our K-8 literacy and content area resources as well as the unique curricular needs of our Visual, Performing and Communication Arts Magnet Program, and our Dual-Language Spanish Magnet Programs.

This collection development policy is a statement of the principles and guidelines used by the Plumosa School of the Arts Media Center in the selection, acquisition, evaluation, and maintenance of library media center materials. It will be used both in providing consistency among those responsible for developing the collection and in communicating the library media center's policies to faculty, students, and staff and other interested stockholders of the school community. It is understood that this document is fluid and changes in the curriculum, demographics, information needs or programs of the school will mandate updates to the collection and its governing policies.

Background Statement & School Community

Plumosa School of the Arts is a public K-8 school located in urban southeastern Florida. In SY 25 we added grade 8 and became a full K-8 school. Currently, the school enrollment consists of 830 students. Economically Disadvantaged enrollment is at 97.8. (State, district and school-level economically disadvantaged calculations in this section reflect the United States Department of Agriculture (USDA) multiplier for eligible Community Eligibility Provision (CEP) schools. More information about CEP can be found on the USDA website). The school receives federal funds from the state for qualifying through the Title I program, designed to raise student achievement in high poverty schools.

Plumosa School of the Arts K-8 is a Visual, Performing, and Communication arts and Dual Language~Spanish Choice school. In Kindergarten through 2nd grade, students are able to rotate through a wheel of 10 fine arts programs. When students enter grades 3-5, students are enrolled in two of the fine arts of their choosing to concentrate and prepare for middle school.

All PSOA Middle school students are enrolled in a Fine Arts major, and remain in their discipline from grades 6-8. The disciplines are orchestra, piano, band, vocal, dance, theater, visual art, TV production and graphic design. In addition we offer elective courses in Pre-AICE Global Perspectives, Pre-AICE Spanish 1, Beginning Spanish, Journalism, Career Exploration and Decision Making, Holocaust Education and Digital Discoveries, which prepares the students for the Industry Certification exam. Fine Arts teachers prepare students who are interested in auditioning for a choice school focusing upon their area of talent.

School Mission Statement

Plumosa School of the Art's mission is to:
Educate: *We are dedicated to ensuring every student succeeds here at Plumosa School of the Arts. To educate the whole child means loving and nurturing their inner creativity, challenging their perspective, and expanding their knowledge.*
Affirm: *By affirming the talents and brilliance that is bestowed in each student, we must support, engage and declare their ability to do ALL things. Our students ARE gifted, talented, and beautifully brilliant.*
Inspire: *The faculty and staff of Plumosa School of the Arts are the BEST in the field. We are*

dedicated to empowering, cultivating, and INSPIRING our students. We lead each day with a growth mindset and a belief that under our guidance, our students can achieve ALL things and that "WE" as a " Family" will Rise Up to Excellence!

Media Center Mission Statement

The Library Media Center is dedicated to designing and maintaining a library media program that supports, complements, and expands the instructional program of the school. The library media staff provide and promote extensive use of culturally relevant resources in multiple formats that are designed to meet the varying needs of all learners in all aspects of the curriculum; provide a learning environment which promotes inquiry; stimulate intellectual curiosity; encourage pleasure reading, develop diverse interests for the enjoyment of life-long learning, and provide and promote instruction to prepare students to become independent users of libraries and information resources.

Responsibility for Collection Management & Development

The acquisition and maintenance of the Library Media Center materials collection is a primary function of the library media specialist. Collection development and management refers to the process of building and maintaining the library's entire materials collection, in print and electronic formats so that they are available to every student at the time of need to support and enrich the student's educational experience. The needs of the unique programs listed above are considered when making selections for book purchases. For example, this year we updated our performing arts section of the library, including both fiction and non-fiction titles. The collection development process includes the formulation of policy and procedures, budget allocations, needs assessments, selection, collection maintenance and evaluation, de-selection and resource sharing. Weeding of low circulating/outdated titles using CREW guidelines is ongoing.

Library Program

Our Library Media Specialist is Mrs. Sally Smollar. She holds both a B.S and M.L.I.S from Florida State University in Library and Information Science and a certificate in Library Leadership and Management. In addition to providing library services to the students and faculty, she teaches Digital Media to students in grades 3- 5.

Digital Media is an introduction to Digital Graphic Design .Students create art and multimedia presentations while learning basic computer skills, such as keyboarding, how to format text, insert images, file management and email. We use technology as a tool for learning, gathering information and sharing knowledge. Students are engaged in a variety of creative projects and in the process, they learn to collaborate and solve problems.

Our research projects are designed to engage the students' sense of curiosity about the world around them. Students work in pairs or small groups to create their own knowledge, and present that information using a variety of technology tools, including Google Slides and Adobe Express.

The goal for our students is to be able to engage in project-based learning activities with the 4C's: Collaboration, Communication, Creativity and Critical Thinking.

Our middle school elective program, Digital Discoveries, in addition to T.V. Production, are taught by our computer specialist.

Goals and Objectives

Goal #1: Increase Student Engagement through Battle of the Books
By January of 2026 we will increase the number of students who participate in the Battle of the Books by at least 25% from SY25.

Objective: Make sure books are ordered earlier than last year.
Programs such as the Battle of the Books help to generate excitement and interest in reading for pleasure, by encouraging students to read books they may not have otherwise discovered. We placed our order for the books in the spring of 2025 as soon as the new titles were announced that they will arrive in time for the new school year, so students can start reading them as soon as possible. Our budget for the SSYRA titles comes from our annual library budget for books, as well as donations from our partner, The Junior League of Boca Raton.

Objective: Increase incentives to encourage more students to participate.
Our top 3 teams from this year were treated to a cupcake party in the principal's conference room, which they thoroughly enjoyed. This year we will find more ways to get students to join a team.

Goal #2 Increase Author / Guest Reader Visits
By May of 2026 we will increase the number of guest author/artists by 50%

Objective: Continue our relationship with The Junior League of Boca Raton by planning several dates for readers to come to read with our K-2 students. The Junior League of Boca Raton has been an active partner with the library, coming to school to read to students on World Read-Aloud Day, Read Across America Day and The Junior League Day of Impact, even dressing in character!

Objective: Expose students to published authors to inspire a love of reading, as well as the craft of writing. .
Students love when they receive a visit from an author or guest reader, and this was a very successful year for both. We welcomed Tyler Whitesides, author of the Janitor's series, Magic's Most Wanted and several other books for intermediate readers. Next, we had Erika Lewis, author of the Kelcie Murphy series, as well as other titles that were of interest to our middle school students.

Goal #3 Plan Family Engagement Literacy Events
In SY26 we will increase the number of family literacy events
Objective: The media specialist will work together with the Literacy Team to plan and implement family engagement events to inform parents about the importance of literacy and how to encourage their students to read more. This year we had several evening events including Read Under the Stars where each family had a designated spot on our grassy knoll under string lights. Families brought blankets, chairs, flashlights and enjoyed quality time reading together.

Budget and Funding

School-based Operating Budget	Budget FY25	FY26 Projected Budget
Account 551100 - Media Supplies	$583.	$600..
Account 553420 - Media Subscriptions (Periodicals-Newspapers)	$376	$400.
Account 561100 - Library Books	$1,127.	$1,200.
Account 562230 - Media A/V Equipment	$501	$550.
Account 564220 - Furn-Fix/Equip	$626	$700.
State Media Allocation	**Budget Amount**	
Account 556110 (program 3070) - Media Books	$2,352.	$2,400

Purchasing Plan FY26

Approximate Purchasing Plan	
Purpose	Amount
4 copies of 15 SSYRA Titles for grades 3-5 and 15 SSYRA Titles for 6-8 @ $350./set	$1200.
Update Biographies	$1200.
Non-Fiction/Hi-Lo High Interest for Reluctant Readers (Sports Teams, etc)	$1200
Total:	$3,600.

Scope of the Collection

The collection development plan is focused on the curriculum of Plumosa School of the Arts, which follows the guidelines of the School Board of Palm Beach County, which in turn are governed by the Department of Education of the State of Florida.

According to best practices for school libraries in the United States, the print and non-print collection at Plumosa School of the Arts is arranged by the Dewey Decimal Classification System. Additional resources are provided by district-wide subscriptions to electronic information databases, and e-Books that expand our collection and provide 24/7 access for students.

Through affiliation with the public library system, SUNLINK and SEFLIN, the Plumosa School library is able to extend its collection to provide any major resource needed by a patron. The library media collection includes all the resources available in the school library media center along with all those that students, faculty and administrators can access through interlibrary loan.

Collection mapping is the process of examining the quantity and quality of the collection and examining the comprehensive information to direct short-term purchases and long-range planning. A collection map is a visual supplement to the automated catalog system that graphically displays the breadth and depth of the collection and identifies its strengths and weaknesses. The collection map portrays a broad picture of the current state of the entire collection available by using Titlewave / Titlewise collection analysis software from Follett. The collection map facilitates the aligning of the media center resource collection with the curriculum and shows the number of resources available for each instructional unit in a school and the age of those resources.

Equipment

The media center contains a 24 station Dell computer lab for student use for research, testing, iReady, etc. Classes in Digital Discoveries (middle school) and Digital Media (elementary school) are scheduled daily, taught by Mr. Beaufrere, our computer instructor and Mrs. Smollar, media specialist, respectively. Additionally, there are iPads available for student use.
Mr. Beaufrere also teaches a daily TV production class to middle schoolers in our TV studio.

Collection Development

The primary goal of the Media Center's collection development efforts is to build a current collection that supports the needs of the curriculum and the school community and maintains the recommended boundaries for:
- size of collection,
- average age of collection
- access to the collection

This goal supports the information needs of students as defined by the mission and goals of the:

- School District of Palm Beach County;
- ALA / AASL Standards for the 21 st Century Learner;
- Partnership for 21 st Century Skills;
- International Society for Technology in Education (ISTE)
- National Education Technology Standards (NETS)

The Library Media Center recognizes its responsibility to respond to the reading, reference and research needs of the student body and faculty in an age of information abundance. The electronic catalog of resources for the school and the district is maintained by the Department of K-12 Instructional Materials and Library Media Services and is available at all times to students, faculty and parents. Research and reference materials are available at all times through the district-wide electronic subscription databases. Interlibrary loan is available through district membership / participation in SUNLINK and SEFLIN.

Selection and Evaluation Criteria

Materials will be selected to support both curriculum and pleasure reading as per School Board Policy 8.12 (see Section 5 d) and also that per District policy, the collection will be arranged in standard Dewey order (see Section 8 Management of Library Media Instructional Materials] Special emphasis is placed on both fiction and not-fiction materials to support our Visual, Performing and Communication Arts programs.

Reviewing tools that are used to assist in material selection include, but are not limited to:
- Booklist
- School Library Journal
- Publisher's Weekly
- Horn Book
- Kirkus Reviews

District-Wide "Procedures for Selecting and Developing Library Collections"

School Board Policy 8.12 sets out the procedures for selecting and developing library collections. These procedures 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 monitor categorical and capital budgets allocated for library programs
- 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.

Databases for Elementary Students

In addition to the local collection, the district provides databases and e-book platforms with 24/7 access for all students:
K-2 Databases accessed via student portal:

PebbleGo provides articles on famous people, social studies and science topics in a

simple format. Read-aloud features support the emerging reader and allow even the youngest student to learn how to search for information

Kids InfoBits has a wider range of topics and provides slightly more in-depth details than PebbleGo, making it perfect for students in 2nd grade and above. The read-aloud feature within each article makes the information accessible to younger students or the struggling reader.

World Book Early World of Learning and World Book Kids
 Early World of Learning is an interactive read aloud and learning game platform for young students.
World Book Kids is a general online encyclopedia that includes maps, pictures, videos and information on a broad range of topics.

3-5 Databases:
In addition to the K-2 databases, the following resources are recommended for 3rd - 5th-grade students:

World Book Kids, World Book Discover, and World Book Student offer topical information in increasing complexity and detail. Topics are linked from one database to the other to facilitate the location of the information at different reading levels. Content includes videos, images, and maps. The read-aloud feature allows access to the information and facts regardless of the student's current academic reading level.

e-Books for Elementary Students - There are currently several access points for elementary eBooks.   Some of the eBooks are downloadable for personal devices. Others can only be accessed through a browser.

MackinVIA is our main platform for fiction reading. These titles are single-user eBooks that circulate to students through an electronic download. MackinVIA requires the student to log into our District portal. Books can be checked out electronically for reading offline using the MackinVIA app available in both Android and iOS formats through the appropriate app store. Use the student portal login to set up the app access.

TumbleBooks is a database of interactive picture books, and read-aloud-eBooks. Tumblebooks includes a collection of interactive books with narration, sound effects and music. A limited part of the TumbleBooks collection can be viewed using the TumbleBook app on iOS or Android devices. You will need the remote access password to set up your app.

Nonfiction eBooks can be found through the GALE Research tile and the World Book tile within the student portal. Look for a button labeled eBooks to begin your exploration. These resources are best accessed through the Student Portal. Most of the resources will authenticate automatically even from home once the student has logged into the portal.

Databases for Middle and High School Students

GALE Research Databases includes GALE's In Context Suite, which offers media-rich, authoritative curriculum-related information, including Science In Context, Global Issues in Context and Opposing Viewpoints in Context. Articles and information from all three of these databases can be downloaded to the student's Google Drive with a simple touch of a button.

SIRS Researcher is a pro/con database providing information on the major issues of our day. Students can locate viewpoint articles that are carefully curated from newspapers, magazines and primary source documents. Articles and resources can be downloaded and saved or printed for immediate use. SIRS Researcher and GALE Opposing Viewpoints are excellent sources for students working on writing position papers or debate speeches.

World Book Advanced supports secondary students in grades 8 and up with topical information, historical documents and news updates. World Book Advanced includes a variety of research tools, including a citation builder. Articles and media can be downloaded and printed as needed. World Book Advance also optimizes for tablet use.

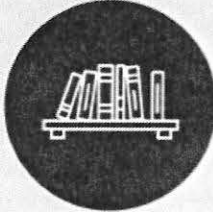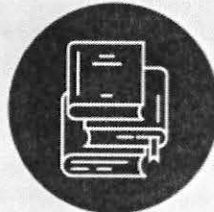## eBooks for Middle and High School Students
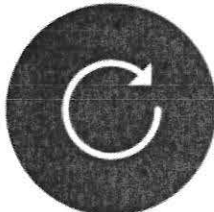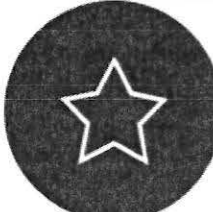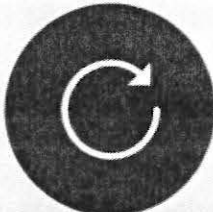
MackinVIA is the District-wide eBook platform for each of our public schools that also have a library collection. These eBooks are licensed for student use.e-Books from MackinVIA can be viewed on a laptop or desktop computer and are downloadable to mobile devices such as phones, iPads, and Android tablets. See your preferred device app store to download the mobile app. To access MackinVIA on a computer, log into the student portal.
Students use their student login regardless of whether they are using a computer or a mobile app to reach MackinVIA. To set up access through the mobile app, choose your school and you will be directed to the District portal login screen to enter your student login.
For assistance in using the features of MackinVIA or setting up the MackinVIA app please see your school library media specialist.

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.

16,027 Items in the Collection	21 Items per Student	8,750 Fiction Titles in the Collection	41% 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.	2004 Average Age of the Collection	61% Aged Titles	7% 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.	
5,079 Representative Titles in Collection	2003 Representative Titles Average Age	5,427 SLL Titles in Collection	2005 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	66	2012
Philosophy & Psychology	19	2004
Religion	24	2003
Social Sciences	827	1999
Language	244	2003
Science	1,668	2008
Technology	627	2007
Arts & Recreation	811	2010
Literature	220	2001
History & Geography	796	2004
Biography	885	2004
Easy	3,654	1998
General Fiction	5,096	2007
Graphic Novels	340	2013

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 will be completed on a three-year rotation as per Board Policy 8.12 (8)
SY 25 - Non-Fiction, SY 26 Easy Fiction, SY27 Fiction, and so on.

Fiction hardcover books are shelved by author in the main room of the library. There are two rounders for fiction softcover books which are not in specific order for easy browsing. One of them contains SSYRA books from prior years. Middle School Fiction titles are in a specific stack and are not checked out to elementary students.

- **Easy Fiction** books are shelved by author in a separate divided area where K-2 classes meet. Chapter books are shelved by series and softcover books are not in order for easy browsing. Students learn and practice how to use shelf markers in this area.

- **Non-Fiction** books are shelved according to the Dewey Decimal System, with a separate section for Biographies.

Lost or Damaged Library Materials

Students are not charged late fees for overdue books. Notices are distributed every six weeks to remind students to return their library books. Books that are not returned are listed on the students record in Destiny according to 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** • Acquire Latest SSYRA 3-5 and 6-8 titles • Update **Non-Fiction** 600 and 900 sections • Update Biography Collection
	Inventory/ Weeding Priorities • Remove Damaged Books • Remove Aged Titles: **Non-Fiction** Section • Weed Biographies that are no longer relevant
FY27	**Selection Priorities** • Acquire Latest SSYRA 3-5 and 6-8 titles • Update **Easy Fiction** with New Titles • Update popular beginning chapter books series
	Inventory/ Weeding Priorities • Remove Damaged Books • Remove Aged Titles: **Easy Fiction** Section • Weed beginning chapter books that have lost popularity
FY28	**Selection Priorities** • Acquire Latest SSYRA 3-5 and 6-8 titles • Update **Fiction** classics with new editions • Update Graphic Novel Collection
	Inventory/ Weeding Priorities • Remove Damaged Books • Remove Aged Titles: **Fiction** Section • Weed Graphic Novels

Reconsideration of Materials

Challenged materials will be addressed using the guidelines outlined in Board Policy 8.1205 which is linked in the appendix of this document, see section D. The Specific Material Objection form is also linked in the appendix, see section E.

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 March 20, 2024)

Document ID: 669fd6a3-8939-3e54-7577-996a0a3f8952

B: Intellectual Freedom Statement

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

Link (Accessed March 20, 2024)

Document ID: aaac95d4-2988-0024-6573-10a5ce6b21b2

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 March 20, 2024)

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 March 20, 2024)

E: Specific Material Objection Form

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

Link (Accessed March 20, 2024)