



# **FY26 Collection Plan Lake Worth Community Middle School**

## **FY26 Collection Development Policy**

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## **Purpose of Collection Development Policy**

The purpose of this collection development policy is to target the needs of our student population and continue expanding the plan to meet these needs as stated in SDPBC Policy 8.12(6.a.). “ Each school shall, in conjunction with the Library Bill of Rights of the American Library Association and District policy, establish procedures for the evaluation, selection, management and disposal of library media materials in conformance with this policy and policy 8.1205 and shall record such in the schools collection development policy.” (Appendix A). Specifically, in addition to resource materials, team planning meetings with the Principal and individual departments are to be scheduled to define areas of academic support and resources to guide this collection development policy. The purpose of these meetings is to open communication with classroom teachers to elicit suggestions for means and methods of collaborating with the Library, and to elicit recommendations for resources to support our students.

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. This policy is used to communicate the library’s policies to faculty, students, staff, and other stakeholders of our school's community. In response to the ebb and flow of student population, curricula, and emerging needs of the school, changes and updates to the collection will be determined as they occur.

As our student population changes, the Media Center at Lake Worth Community Middle School reassesses and adapts its collection 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.

## **Background Statement & School Community**

Our middle school currently serves 1096 students in grades 6-8. We have 320 6th graders, 328 7th graders, and 448 8th graders. We are a 100% Title I school. Our demographics show .6% Asian, 22.1% Black, 70.4% Hispanic, .1% Indian, .4% Mixed, and 5.4% White. We have a minority rate of 94.6%, of whom 50.2% are LY active English Language Learners, 12.2% are LF - having been recently exited from ESOL, 7.7% LA who are 2 years from exiting the ESOL program, 8.4% are LZ being monitored 4 years after exiting the ESOL program, and 8.4% LZ have been exited from the ESOL category. 21.5% are ZZ which means they have never been in the ESOL program. This means that 78.5% of our student population lives in their native language outside of school. Additionally, 17% of our students have disabilities, and 6.1% are homeless. Our students are served by 72 faculty, 6 Administrators, 5 Guidance Counselors, and 4 full time translators for Spanish and Haitian Creole and 33 non-instructional personnel.

Our special programs include a BioMedical Science Academy which works closely with FAU College of Medicine, Pre-Engineering Gateway to Technology, Pre-Technology IT Program, Spanish Dual Language, AVID classes, a new section of culinary classes, and an enclosed classroom for ESE students whose teacher has been nominated for the Dwyer Award, Virtual Credit Recovery. This summer we will host an Early Summer College Academy in association with Palm Beach State College. We have a chess club and sports clubs, a dance team, and after school tutoring programs as well as Saturday Boot camps to prepare students for assessments. Student produced video announcements are recorded and stored on our school YouTube channel and shown during the third period three days a week.

## **School Mission Statement**

Lake Worth Community Middle School will provide students with the tools necessary to succeed at the high school level. The LWCMS community will accomplish the goal to prepare students for graduation and beyond through the use of The Warrior Way. The Warrior Way is a pervasive school culture based on the values of good citizenship, relevant academic rigor, ethical behavior, and the fundamental attitude of respecting others as you would have them respect you. We will serve our students with the understanding that diversity in gender, culture, and background is a strength to be respected and that education is the shared responsibility of the student, home, school, and community.

## **Media Center Mission Statement**

The LWMS Media Center/Library, the I.D.E.A., (Investigate/ Implement, Dream, Explore, Achieve) Center, endeavors to serve as an intellectual makerspace and resource depot for all school stakeholders, including students, parents, teachers, and staff. The overarching goals are to facilitate connections with the curriculum, connect with individual students' interests across all the languages and cultures in this diverse school to enable them to become auto-didacts and active participants in our democracy. We strive to provide a safe space for students to explore topics of interest and themselves. We model and encourage the use of all media, digital and print mediums, to deepen empathy, kindness, understanding, self-advocacy, character, and self-esteem, by exploring other cultures and journeying to other places even though they may be virtual. We teach digital literacy skills to support student growth, and to prepare them for further education and careers. We encourage dialogue skills in our classes that help students listen and articulate their ideas while respectfully seeking to understand others. We provide dual language books in Spanish and Haitian Creole, include culturally relevant material for our student population such as books by and about African American, Haitian Creole, and Hispanic authors, and provide our academy students with relevant nonfiction current information, as well as ensure availability of full-length versions of the excerpts used in ELA and Reading classes, and other books written by some of the same authors including eBooks.

## **Responsibility for Collection Management & Development**

Responsibility for Collection Management & Development is a collaborative effort shared among this Media Specialist, Faculty, Administration, Students, Parents, and District Stakeholders. Stakeholder input is sought through in-person and online faculty meetings, monthly SAC meetings at which parents, teachers, faculty, students, and community members are in attendance.

## **Library Program**

Our school follows a six period a day schedule, within which the library is open all day for teachers to bring in classes for all media and all content area instruction, offering support for special initiatives such as author visits, (budget permitting), as well as to check books out on a rotating basis. Book Clubs and Battle of the Book groups, as well as Author visits are planned for next year. The Library Program includes student produced video announcements to build community within the school, share book talks and library programs, and to highlight individual student achievements throughout all the content areas. This program is student produced in our TV Production Studio, which has been refurbished with equipment granted through the Palm Beach Education Foundation. Instruction that takes place in the Library includes Media Literacy projects that provide opportunities

for students to work collaboratively in small groups, to learn to understand and create media content and understand how to interact appropriately with online media and be respectful of others. All content areas are strengthened as these cross curricular projects are researched, discussed, and written about. The soft skills for life and learning, English language, and media skills the students learn in these classes help them now and in the future to prepare for satisfying and meaningful relationships and collaborative careers. It is a goal of this program to invest in opportunities to integrate multiple content areas into learning projects whenever possible.

### **Goals and Objectives**

The first goal for the 2025-2026 academic year is to increase teacher classroom visits to the Library to work with the Media Specialist/Librarian across media resources to support literacy benchmarks in all curricula, pre-planning collaborative lessons and implementing them with classroom teachers. This initiative will be measurable by tracking bookings on the Media Center calendar. The first objective in accomplishing this goal is to create an administrator approved schedule to attend each department's PLC at the beginning of the year to brainstorm which units of instruction best lend themselves to this model of support and select resources, and to craft a timeline objective. The second objective is for teachers to bring their classes into the library to implement the pre-planned lesson/unit.

The second goal for the 2025-2026 academic year is to continue to implement the library media program components which are enumerated on the Florida Power-Library School Comprehensive Digital Portfolio Scoring Sheet. This goal is a long term one, which it is estimated will take a minimum of two years to complete, and integrates seamlessly with the first goal described above. The Library Media Program Components of Instruction, Curriculum/Assessment Support, Resource Management, Program Administration, Environment, and Advocacy are worthy objectives which once underway will support our school's goals in the first year of this initiative. The objectives to support this goal will consist of taking small steps in each of the Library Media Program Components. In the category of Instruction, we will work towards systematically planning instructional programs. In the Curriculum/Assessment Support category, the library media program will focus on student achievement by welcoming each department into the library to support each content area's assessment benchmarks. In the Resource Management category the library media program will be linked through the school homepage and incorporate a variety of input collected from students, teachers, and parents to evaluate the library program. In the category of Environment the facility layout will be adjusted to accommodate instructional and recreational reading activities. Displays will be created and mounted, along with attractive signages to foster a climate that encourages inquiry and is conducive to study and research. In the category of Advocacy the Media Specialist will meet regularly with administration to discuss the library program and review statistical reports. The student created TV Announcements will continue to be recorded and posted to our school YouTube channel for viewing during third period, and posted on teachers' google classrooms.

The third goal for the 2025-2026 academic year which supports the first and second goals noted above, is to develop and implement online surveys targeted at school-based faculty, parents, students, and administrators seeking input and feedback regarding the desire for and progress toward each of the Library Media Program Components described above. These online surveys will be disseminated through the school website and via email Fall and Spring.

The fourth goal for the 2025-2026 academic year is to replicate the 2024-2025 goal which succeeded

across all objectives which were to raise funds through fundraisers and/or grants to supplement the library program with guest authors and to purchase their books so the students can be ready to engage with the authors when they visit the library. We received the Laura Bush Library Grant in the amount of \$5,000, and held two Book Fairs which raised \$4,000 in Scholastic Dollars to purchase books in addition to our 3070 funds of \$2500. This model will be used to further support the objectives of bringing students into contact with literature and those who create it to promote an environment of reading positivity

### **Budget and Funding**

Lake Worth Community Middle School is given a school-based operating budget at the beginning of every school year. 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.

<i>Account 551100 - Media Supplies</i>	<i>\$695</i>	<i>\$695</i>
<i>Account 553420 - Media Subscriptions (Periodicals-Newspapers)</i>	<i>\$504</i>	<i>\$504</i>
<i>Account 561100 - Library Books</i>	<i>\$841</i>	<i>\$841</i>
<i>Account 562230 - Media A/V Equipment</i>	<i>\$504</i>	<i>\$504</i>
<i>Account 564220 - Furn-Fix/Equip</i>	<i>0</i>	<i>\$0</i>
<i>Fundraising/ Grants</i>	<i>Budget Amount</i>	<i>Budget Amount</i>
<i>Laura Bush Grant 6-4403.00</i>	<i>\$5000.00</i>	<i>\$0</i>
<i>State Media Allocation</i>	<i>Budget Amount</i>	<i>Budget Amount</i>
<i>Account 556110 (program 3070) - Media Books</i>	<i>\$1403</i>	<i>\$1403</i>
<i>Account 551100 - Media Supplies</i>	<i>\$695</i>	<i>\$695</i>

## Purchasing Plan FY26

Approximate Purchasing Plan	
Purpose	Amount
books	\$2500
supplies	\$695
STEM	\$482
<b>Total:</b>	<b>\$3677.</b>

### Scope of the Collection

Materials to be purchased will support both curriculum and pleasure reading as per School Board Policy 8.12 (see Section 5 d) and per District policy, the collection will be arranged in standard Dewey order (see Section 8 Management of Library Media Instructional Materials). Our collection currently includes District-provided databases and eBooks that expand our local collection and provide 24/7 access for students. Our collection will not include hardware or software used to view or access the material.

### Equipment

Two years of grant writing in the amount of \$3,000 each year have enabled the purchase of equipment for our TV Production Studio adjacent to the Media Center, used for student produced video announcements. We have a new laminator and color poster printer.

### Collection Development

The Development of our Library/Media Center Collection here at Lake Worth Community Middle School entails compiling data and thinking through the needs of our population very carefully in order to provide quality materials. The goal of collection development is to make sure that the collection includes information resources that encompass the breadth and depth of our students' academic and personal interests. This Media Specialist guides this process with the interest of faculty, administration, parents, students and stakeholders. Our collection includes District-provided databases and eBooks that expand our local collection and provide 24/7 access for students.T

## **Selection and Evaluation Criteria**

The selection process and evaluation criteria for Lake Worth Community Middle School considers School Board Policy and input from school administrators and faculty, and uses independent reviewing tools such as Kirkus Review, School Library Journal, and the Horn Book when considering material selection. Selection decisions regarding the acquisition of library materials are grounded in School Board Policy on Selection of materials criteria. These materials are carefully selected to support instruction, promote reading, further the pursuit of knowledge through research and exploration, and provide information and media literacy to prepare students for participation in our democracy.

## **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:

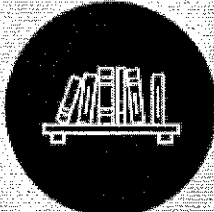
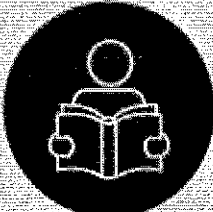
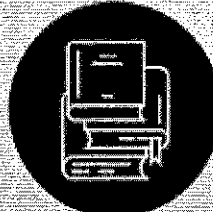

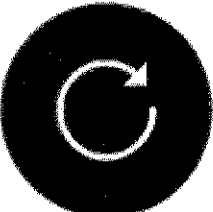
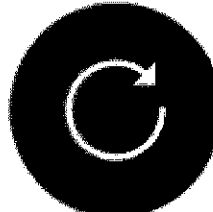
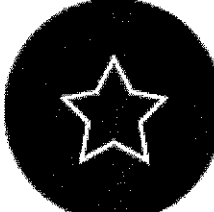
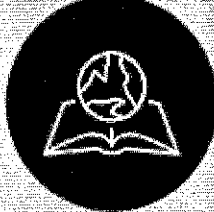
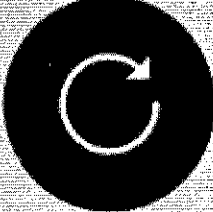
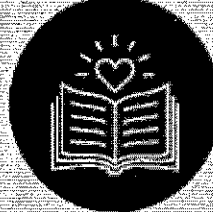
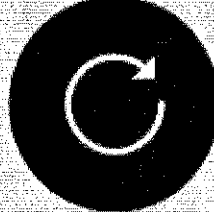
- Maintaining a professional library collection to assist with recertification and knowledge acquisition on education-related topics;
- Managing the online catalog, including the library inventory and circulation software;
- Selecting and making accessible online information databases for reference and 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.

			
<b>8,568</b> Items in the Collection	<b>5.4</b> Items per Student	<b>49</b> Fiction Titles in the Collection	<b>45</b> 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.			
	<b>2009</b> Average Age of the Collection	<b>44%</b> Aged Titles	<b>17%</b> 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.	
			
% of Diverse Titles in Collection <b>42%</b> of <b>3,601</b> Representative Titles in Collection	Representative Titles Average Age 2010	<b>3,772</b> SLL Titles in Collection	<b>2011</b> SLL Titles Average Age

## 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.

Section	# of Titles	Average Age (year)
Computer Science, Information & General Works	83	2012
Philosophy & Psychology	51	2009
Religion	14	2008
Social Sciences	539	2010
Language	41	2003
Science	339	2008
Technology	369	2013
Arts & Recreation	1,015	2016
Literature	116	2007
History & Geography	317	2009
Biography	831	2000
Easy	298	1993
General Fiction	4,162	2011
Graphic Novels	660	2020

### 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). 2024, Nonfiction, Fiction, Easy, Biographies. 2025, Professional, Reference, Nonfiction, 2027, Fiction, Easy, Biographies. This year FY25 inventory and weeding was completed for Fiction, Nonfiction, Biographies, and Easy books. FY26 Inventory will include Professional and Reference sections. FY25 all Dewey Decimal sections were divided into discrete sections with posters labeling their location around the library. The graphic novel collections were expanded and now are shelved separately from the non graphic novels in the 700 section. Manga series are shelved separately with posters delineating their location for easy access as are books in Spanish and the Scary Genre. New signage for these sections was ordered from

### Lost or Damaged Library Materials

Pursuant 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”, will be enforced going forward unless books are from the pandemic years, in which case it has been the policy to forgive the fines during these tumultuous years.

### Strategic Focus – Weeding and Acquisitions

School Year	Strategic Focus
FY26	<b>Selection Priorities</b> <ul style="list-style-type: none"><li>● Reference</li><li>● Professional</li><li>● Fiction</li></ul>
	<b>Inventory/Weeding Priorities</b> <ul style="list-style-type: none"><li>● Reference</li><li>● Professional</li><li>● Fiction</li></ul>
FY27	<b>Selection Priorities</b> <ul style="list-style-type: none"><li>● Nonfiction</li><li>● Biographies</li><li>● Easy</li></ul>
	<b>Inventory/Weeding Priorities</b> <ul style="list-style-type: none"><li>● Nonfiction</li><li>● Biographies</li><li>● Easy</li></ul>
FY28	<b>Selection Priorities</b> <ul style="list-style-type: none"><li>● Reference &amp; Professional</li><li>● Fiction</li><li>● Nonfiction</li></ul>
	<b>Inventory Priorities</b> <ul style="list-style-type: none"><li>● Reference &amp; Professional</li><li>● Fiction</li><li>● Nonfiction</li></ul>

### Reconsideration of Materials

We adhere to and follow Board Policy 8.1205 on Challenged materials. Note that the policy and the Specific Material Objection forms are linked in the appendix. Annual Evaluation and Revision of CDP

### 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)