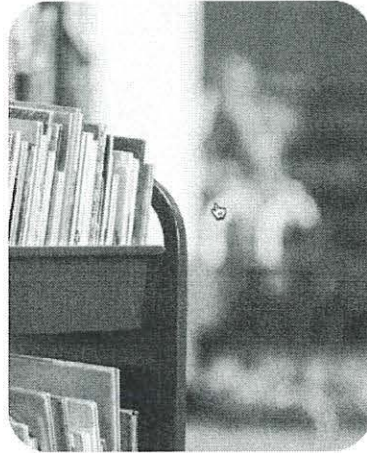


FY26 COLLECTION DEVELOPMENT POLICY



Crosspointe Elementary School

FY26 Collection Development Policy

Nicolette Vassilakis
Educational Media Specialist

Signature Page

Crosspointe Elementary
FY26 Collection Development Policy

Date Approved by Administration: May 8, 2025

Media Specialist Name: Nicolette Vassilakis

Media Specialist Signature: Nicolette Vassilakis

Principal Name: Dr. Valerie Valcourt

Principal Signature: Dr. Valerie Valcourt

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Purpose of Collection Development Policy

The purpose of the collection development plan is to guide the procurement of books for the media center and the resources we use. The media specialist analyzes the data of the collection obtained from completing inventory yearly. The data analyzed includes the number of books in collection, the average age of collection, the items per student, the balance between fiction and nonfiction, as well as the last time each book was checked out. The media specialist also keeps in mind the demographics of the student population as well as student interest when acquiring materials for the media center.

Background Statement & School Community

Crosspointe STEM Elementary School is a title one school with a population of approximately 621 students. 100 percent of our students are economically disadvantaged, 94 percent minority rate, 31 percent are ELL, and 2.7 percent are homeless. Students, staff, administrators, and community members work together to continue our school promise to facilitate learning opportunities that continue to build environmentally active students. Students continually recycle, look for ways to conserve energy, and strive to help educate everyone involved.

Crosspointe Elementary School is currently recognized as an AVID school. AVID's mission is to equip underserved students with the skills and support needed for academic achievement and it aligns with our commitment to fostering resilience, determination, and a college-bound mindset in our school community. AVID provides students with academic support systems such as tutorials, strategies, goal setting, and mentoring, which enhance their learning outcomes and prepares them for a global community. AVID provides training for all Crosspointe Elementary teachers as well in order to achieve academic excellence. Through AVID's rigorous curriculum and emphasis on critical thinking skills, collaboration, and goal setting, students develop the academic resilience needed to overcome challenges and excel in their studies.

Our STEM focused school incorporates project-based learning, where students ask questions, create solutions to real world problems, and use innovative strategies to create new ideas by building, researching, and using trial and error methods to master the skills traditionally taught in elementary school. Our goal is to open the eyes of young children to the sciences and help them to use their imagination to learn about the various career opportunities that can materialize from a continued focus in STEM.

School Mission Statement

Crosspointe's mission is to provide leadership, social emotional, and academic support, and resources to students and families that will allow for the equitable design and implementation of an effective strategy rich environment across all academic areas to ensure college and career readiness. We will work cooperatively to increase and strengthen family, school, and community partnerships.

Technology will be infused into the curriculum and available to all teachers and students. Crosspointe Elementary will have a technology proficient staff and student body with relevance

to instructional strategies whole serving the students in the least restrictive environment.

Media Center Mission Statement

Crosspointe Elementary will provide and promote instruction to prepare students to become independent users of our library. The library media program provides users with diverse information, resources and skills to access, process and apply information to problems and decisions, thereby helping them to make meaning of a changing world. Our mission also is to maintain education services, books, technology, and resources that enable all members of the school community to become critical thinkers and effective users of information. The library media staff of Crosspointe Elementary is committed to providing resources, instructions, and technology for the development of intellectual, social, and physical growth of our student formation literacy skills of the 21st century.

The Library Media staff will provide a rich environment that will:

- provide STEM Activities to encourage students to uses their thinking skills to creatively find solutions to problems;
- provide curriculum/pleasure reading resources in multiple formats to meet the need of all students;
- stimulate intellectual curiosity;
- encourage pleasure reading;
- Provide resources to meet the diverse population
- Provide technology instruction
- Promote the need for all users to become a self-sufficient library user and to instill the joy of reading.

Responsibility for Collection Management & Development

Purpose of Collection Development Policy

SDPBC Policy 8.12 (6.a) stipulates: "Each school shall, in conjunction with the "Library Bill of Rights" of the American Library Association (ALA) 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 school's collection development policy." The school board's collection development policy drives AMES selection, evaluation, and maintenance of the resources available to our students and faculty. With that being said, we encourage our faculty and students to provide input into the selection of our materials.

School Community

Crosspointe STEM Elementary School is a title one school with a population of approximately 625 students. 91 percent of our students are economically disadvantaged and a 94 percent minority rate. Crosspointe STEM is proud to be a Green School of Quality. Students, staff, administrators, and community members work together to continue our school promise of being Green and to facilitate learning opportunities that continue to build environmentally active students. Students continue their recycling efforts throughout the school, help educate everyone involved, and look for more ways to conserve energy.

Our STEM focused school incorporates project-based learning, where students ask questions, create solutions to real world problems, and use innovative strategies to create new ideas by building, researching, and using trial and error to master the skills traditionally taught in elementary school. Our goal is to open the eyes of young boys and girls to the sciences and help them to use their imagination to learn about all the various career opportunities that can materialize from a continued focus in STEM.

Library Program

At Crosspointe Elementary, the Library Media Specialist will compose library media lessons based on the American Library Association. The lessons are designed to be collaborative lessons with emphasis on supporting the Information and Media Literacy and the Florida State Standards. Students rotate through the Media Center on a six day rotation as part of the Fine Arts wheel. Each class has thirty minutes to either check out books, participate in a Media lesson, Coding exercises via the computer lab located in the media center, or work in our Makerspace area which consists of various materials to build, or participate in STEM challenges. Fourth and fifth grade students also participate in our live streamed morning announcements daily.

Goals and Objectives

Goal 1: To increase overall check out and the amount of books read per student.

*Objective 1: Continue to weed and replace outdated materials, with high interest books.

*Objective 2: To implement a reading rewards program where each checkout earns participants points toward a reward, after they complete a book review/reading log (age appropriate).

Goal 2: To increase the overall age of publication of the Crosspointe Elementary Collection.

*Objective 1: Continue to weed and replace outdated materials, focusing on Fiction for the 2024-2025 school year.

*Objective 2: To weed materials based on the significance to the reader, focusing on materials that have NOT been circulating, or have not circulated for a long time.

Goal 3: To extend the Makerspace choices for students including more robotics, coding, and circuits.

*Objective 1: Continue to write grants for funding of the more expensive MakerSpace materials.

*Objective 2: To select the most innovative products to add to our MakerSpace area so that our budget is truly maximized.

Budget and Funding

<i>School-based Operating Budget</i>	<i>Budget FY25</i>	<i>FY26 Projected Budget</i>
<i>Account 551100 - Media Supplies</i>	<i>\$795</i>	<i>\$795</i>
<i>Account 553420 - Media Subscriptions (Periodicals-Newspapers)</i>	<i>\$0</i>	<i>\$</i>
<i>Account 561100 - Library Books</i>	<i>\$857</i>	<i>\$857</i>
<i>Account 562230 - Media A/V Equipment</i>	<i>\$381</i>	<i>\$381</i>
<i>Account 564220 - Furn-Fix/Equip</i>	<i>\$476</i>	<i>\$476</i>
<i>Fundraising/ Grants</i>	<i>Budget Amount</i>	
<i>Media Center Internal Account number for your grant(s) (get this from your bookkeeper)</i>	<i>\$362.55</i>	<i>\$362.55</i>
<i>State Media Allocation</i>	<i>Budget Amount</i>	
<i>Account 556110 (program 3070) - Media Books</i>	<i>\$1851</i>	<i>\$1851</i>

Purchasing Plan FY26

Approximate Purchasing Plan	
Purpose	Amount
3 New Tables	\$850
Books (update NF age)	\$2365
Supplies	\$795
STEM Materials	\$350
Total:	\$4360

Scope of the Collection

The collection development is guided by the curriculum and the guidelines of the School District of Palm Beach County, which in turn are governed by the State of Florida Department of Education. The Dewey Decimal Classification System, according to best practices for school libraries in the United States, is used to arrange the print and non-print collections at Crosspointe Elementary. District- wide electronic information and database subscriptions are provided by the SDPBC. Through affiliation with the public library system, the Crosspointe Library Media Center can provide the patron's resources beyond the walls of its building and throughout the state of Florida. This is made possible through the access of interlibrary loan. The SDPBC 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 re-certification 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.
- manage technical services for acquiring and processing resources for schools; and
- distribute to schools and monitor categorical and capital budgets allocated

for library programs.

Library Media Services works in collaboration with the Department of Educational Technology to provide selected electronic information, technology to access it, and the training needed to search and find specific facts efficiently and effectively.

In accordance with school board policy 8.12 the library media center collection will be based on reader interest, support of state academic standards and aligned curriculum, and the academic needs of students and faculty.

The materials selected for schools are intended to support instruction, promote reading, further the pursuit of knowledge through research and exploration, and provide information literacy experiences of educational significance for class groups, individual students, teachers and administrators. Within budgetary constraints, the intent is to provide an adequate number and range of library media materials and resources in a variety of formats that are appropriate, timely, and essential to the attainment of specified educational objectives subject to District policy and State law. Library media materials are to represent the diverse cultures, ethnic groups, languages and religious beliefs of the community and that are free of bias, stereotypes, distortions, and prejudices. Within budgetary constraints, collections shall contain a comprehensive collection of materials and equipment, in a variety of media formats that are accessible to students during the school day.

Per District policy, the collection will be arranged in standard Dewey order.

Equipment

The Media Center is truly the hub of our school. The media center is home to a computer lab with 25 computers. We also have a production room with all the necessary equipment to have live morning announcements daily run by 4th and 5th grade students and overseen by the media specialist.

Teacher's may access any of the books from the media center, the resource room, and the professional library at any time. Our work room contains 2 copiers, die cut machines, and paper cutters. The media specialist's office contains the color poster printer as well as the laminator.

Since we are a STEM school, the media center is home to our STEM Lab as well. It contains a Makerspace with all of the materials you could think of for various projects and experiments. We also have I Pads, Osmos, Dot and Dash Robots, Robotic Mice, and Ozobots.

The teacher work room contains many materials that teachers can use for STEM projects and science experiments for all of the Big Ideas. Some of these include STEM games/projects, droppers, thermometers, measuring cups, spoons, spring scales, magnets, Lego education robots, items to complete circuits (tape, wires, batteries), rock and mineral collections, sand, clay, soil, and seeds. Everything is labeled and organized so that teachers can come and take the items they need at any time.

Collection Development

Crosspointe's Library Media Specialist will use this Collection Development Policy as a guideline in the selection, acquisition, evaluation, and maintenance of library media center materials. This document will be updated as changes occur in the curriculum, informational needs, programming, and policies. The goal of collection development is to ensure the collection has information sources in adequate quantity and variety to support student's academic and personal interest needs. The media specialist leads this process with the input of administration, teachers, students, parents, and stakeholders.

Selection and Evaluation Criteria

The Media Specialist will select materials for consideration of purchasing based on the criteria established by the School District of Palm Beach County Doc 8.12. All print and non-print materials will be evaluated using several different criteria (educational significance, appropriateness, literary merit, scope, special features, and translation integrity) to deem them appropriate for the media center. All material will have at least two reviews from professional sources. (I use Kirkus, Publisher's Weekly, Florida Electronic Library, and Booklist)

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:





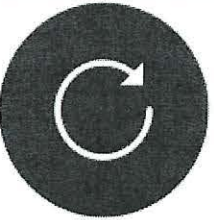
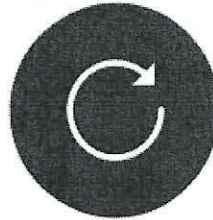

- Maintaining a professional library collection to assist with recertification and knowledge acquisition on education-related topics;
- Managing the online catalog, including the library inventory and circulation software;


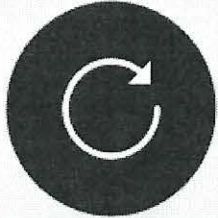

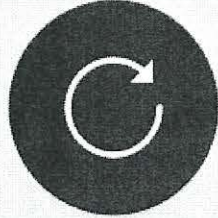
- Selecting and making accessible online information databases for reference and research;
- Providing guidance and training to school library media staff in program planning, curriculum development, budget, technology, collection maintenance, facility use, and media production;
- Participating in inter-departmental 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.

			
12,531 Items in the Collection	19.0 Items per Student	44% Fiction Titles in the Collection	53 % 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.			
	2003 Average Age of the Collection	74% Aged Titles	3% 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.	
			
32% Representative Titles in Collection	2003 Representative Titles Average Age	30% SLL Titles in Collection	2005 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	133	2006
Philosophy & Psychology	75	2005
Religion	71	2000
Social Sciences	1,206	2000
Language	151	2001
Science	1,495	2004
Technology	698	2003
Arts & Recreation	659	2007
Literature	283	2000
History & Geography	891	2001
Biography	915	2005
Easy	3,629	2002
General Fiction	1,888	2006

Graphic Novels	173	2013
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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

The Library Media Center is completely inventoried every three years per Board Policy 8.12 (8). Then rotation plans for the next three years are as follows: FY26 Non Fiction, FY27 Easy, FY28 Fiction. Currently the paperback books are organized by author, subject, series, season, and placed in the red scholastic bins on top of the bookcases. All Creole and bilingual Creole books have a **green** sticker on them and are placed on top of the easy section. All Spanish and bilingual Spanish books have a **pink** sticker on them and are placed on the wood shelves on top of the easy section.

Lost or Damaged Library Materials

When textbooks, library books, or other instructional materials are assigned to a student and materials are lost or damaged, the parent is financially responsible. F.S. § 1006.42 Failure to pay for lost or damaged textbooks may result in the student's suspension from extracurricular activities or a requirement that the student perform community service equal to the value of the lost or damaged materials. Parental and student responsibility as to instructional materials, debts for loss, damage or destruction, and accountability procedures, including debt collection efforts by the District, are set forth in P-8.1225.

Strategic Focus – Weeding and Acquisitions

School Year	Strategic Focus
FY26	Selection Priorities <ul style="list-style-type: none">• Non fiction based on age of collection• Increase the number of Non Fiction EBooks• Increase the number of coding/robotic activities
	Inventory/ Weeding Priorities <ul style="list-style-type: none">• Non Fiction based on the collection development plan• Non fiction sciences sections• Non Fiction books based on number of circulation
FY27	Selection Priorities <ul style="list-style-type: none">• Decrease the age of Easy section by purchasing new books• Increase the number of Easy Ebooks• Increase the number of coding/robotic activities
	Inventory/ Weeding Priorities <ul style="list-style-type: none">• Easy section• Eliminate all paperback books• Weeding books older than 10 years
FY28	Selection Priorities <ul style="list-style-type: none">• Building Fiction Section and SSYRA• Increasing the reading level of the books in the media center• Decrease the age of the Fiction Collection
	Inventory/ Weeding Priorities <ul style="list-style-type: none">• Non fiction based on Collection analysis• Biographies >5 years old

Reconsideration of Materials

Crosspointe Elementary follows The School District of Palm Beach County's policy ([Board Policy 8.1205](#)) on challenged materials. This policy and the Specific Material Objection form can be found and are linked in 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)