



FY26 Collection Development Policy

Mrs. Guyberte Piverger

by Educational Media Specialist

Signature Page

Guyberte Piverger

FY26 Collection Development Policy

Date Approved by Administration:

Media Specialist Name: Mrs. Guyberte Piverger

Media Specialist Signature:

A handwritten signature in cursive script, appearing to read "Guyberte Piverger", written over a horizontal line.

Principal Name: Mrs. Alicia Taylor

Principal Signature:

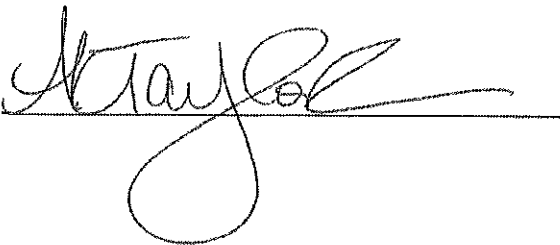
A handwritten signature in cursive script, appearing to read "Alicia Taylor", written over a horizontal line.

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Purpose of Collection Development Policy

The Collection Development Policy is designed to support Lincoln Elementary School. 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 Lincoln Elementary School 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:

School Mission Statement:

The mission of Lincoln Elementary is to educate, affirm, and inspire each student in an equity-embedded school system. We envision.. Lincoln Elementary is an educational and working environment, where both students and staff are unimpeded by bias or discrimination. Individuals of all backgrounds and experiences are embraced, affirmed, and inspired. Each and every one will succeed and flourish. Lincoln Elementary will take ownership for students' academic mastery, emotional intelligence, and social-emotional needs by creating environments where students, families, staff and communities will develop agency and voice. A joy of learning is fostered in each student and a positive vision for their future is nurtured. Each student's cultural heritage is valued and their physical, emotional, academic, and social needs are met.... We SEE YOU!

Media Center Mission Statement:

The media program offers 21st century instruction and technology, as well as the latest print and electronic collections for all of our students, parents, and teachers. Our Media Center programs increase students' reading skills while fostering a love for reading, which is a fundamental part of academic growth and improvement. Our media programs enhance information literacy, motivating students to enjoy reading, and to make it an essential part of their lives.

Responsibility for Collection Management & Development:

Library Program:

Goal 1: To increase the overall average publication date of the Lincoln Elementary Library Media Collection.

- To weed and replace outdated materials, focusing on the science, history, and technology collection.
- To weed materials based on their significance to the reader, focusing on items that have never circulated or have not circulated for long periods.
- To have students check out library books once a week on a rotation schedule.

Goal 2: To support the students' 21st-century literacy skills through the incorporation of technology.

- To teach all students to use Destiny to locate and check out books in the media center.
- To teach all students how to access and check out eBooks using MackinVia.
- To utilize Chromebooks and Google Suite Apps with students in meaningful ways to access library materials, conduct research, and extend learning.
- To incorporate the use of SMART board technology into media center lessons.

Goal 3: Grow the MackinVia eBook Collection

- Use data from the needs assessment to inform MackinVia eBook selections
- To purchase up-to-date eBooks that relate to the needs and interests of the student population

Goals and Objectives

Goal 1: Continue to fill in gaps by purchasing books that complement and complete the collection.

- Continue to purchase books that help develop a robust collection, using Follett Titlewave Analysis Report as one basis of analysis.
- Teach students the new organization so they can find the books they seek quickly.
- Present book tastings for students to try out different genres.

Goal 2: Assist in the development of students who can use technology as a tool for research as well as for the production of original media assignments.

- Teach and model the use of computers, iPads, cameras, and various software programs for effective research, safe communication, and expressive presentations (for example, Pear Deck, Adobe Spark, Book Creator, Google Suite Applications, coding, digital citizenship, World Book, Gale, SIRS Discoverer, Teaching Books, etc.).
- Provide resources and assistance to help students produce original media productions.
- Achieve student achievement through project based learning.

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>\$410.00</i>	<i>\$410.00</i>
<i>Account 553420 - Media Subscriptions (Periodicals-Newspapers)</i>		
<i>Account 561100 - Library Books</i>	<i>\$478</i>	<i>\$478</i>
<i>Account 562230 - Media A/V Equipment</i>	<i>\$212.00</i>	<i>212.00</i>
<i>Account 564220 - Furn-Fix/Equip</i>	<i>\$266.00</i>	<i>266.00</i>
<i>Fundraising/ Grants</i>	<i>Budget Amount</i>	<i>\$0.00</i>
<i>Media Center Internal Account number for your grant(s) (get this from your bookkeeper)</i>	<i>5-1700.00</i>	
<i>State Media Allocation</i>	<i>Budget Amount</i>	<i>\$0.00</i>
<i>Account 556110 (program 3070) - Media Books</i>		

Purchasing Plan FY26

Approximate Purchasing Plan	
Purpose	Amount
Books	\$1629
Media Supplies	\$0
Materials	\$0
Total:	\$1629

Scope of the Collection:

Lincoln Elementary's collection is made up of print books, Wonder Books (hybrid of audiobook/print book), ebooks, audiobooks, and the collection of District provided databases and eBooks that expand our local collection, provide 24/7 access for students, and help meet the learning needs of all students. All materials support both curriculum and pleasure reading as per School Board Policy 8.12 (see Sec on 2d) and also that per District policy, the collection will be arranged in standard Dewey order (see Sec on 5 Management of Library Media Instructional Materials) Currently, the size of the collection is approximately 10.4 books per student.

Equipment:

Through the Lincoln Elementary Media program, students use ipads, chromebooks 3D printer, legos, playdough, scissors, glue, tape, and other makerspace materials as are appropriate for age. Teacher/staff check out teacher ipads for use in the classroom. Teachers/staff can also use the laminator and poster printer found in our workroom area.

Collection Development :

The media specialist, with the input of administration , teachers, students, parents, and stakeholders, reassesses and adapts the collection to reflect new and differing areas of interest and concern. The collection must be annually evaluated, so that necessary changes can be made to ensure students have access to high quality materials and equipment in the library media center .

Selection and Evaluation Criteria:

In accordance with School Board Policy Sec on 8.12, and the mission of Lincoln Elementary, the library media center must have an adequate number and range of library media materials and resources available for students, teachers, and administrators to promote the development of life-long reading habits and information literacy skills in students. Materials and resources must provide a broad background of information resources in areas of knowledge and represent diverse points of view. Our collection should not only nurture the development of recreational reading/listening/viewing, cultural appreciation, and aesthetic values, it must also represent the many religious, racial, ethnic, linguistic, and cultural groups in our society. Moreover, materials and resources should foster respect for diverse roles and contributions people make to the heritage and culture of our community. When selecting materials and resources to add to our collection the media specialist takes input from administration, teachers, students, parents, and stakeholders. When students see themselves, their community, and interests reflected in their library media center materials and resources, they are more engaged and invested in learning, reading, and caring for our collection. This input is combined with a needs assessment from a collection analysis, professional reviews (Kirkus, School Library Journal, ALA Notable Children's Books, Booklist, Booklist Starred, Bulletin of the Center for Children's Books, Bulletin of the Center for Children's Books Starred, Horn Book Magazine, Horn Book Magazine Starred, Kirkus Reviews, Kirkus Reviews Starred, Library Journal, Library Journal Starred, Library Journal Web Only, Library Journal Web Only Starred, Publishers Weekly, Publishers Weekly Starred, Publishers Weekly Annex, Publishers Weekly Annex Starred, School Library Connection, School Library Connection Starred, School Library Journal, School Library Journal Starred, School Library Journal Xpress, School Library Journal Xpress Starred), school board policy Sec on 8.12, and state law to determine what is and formats are most appropriate and beneficial to support our dynamic multicultural community. District-Wide "Procedures for Selecting and Developing Library Collections"

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:

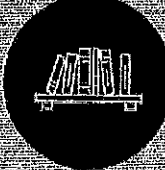




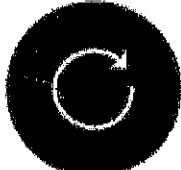

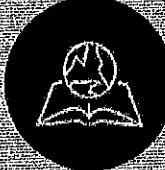
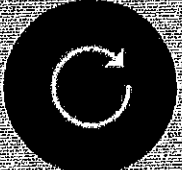

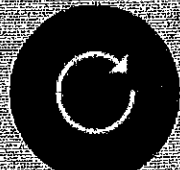
- Maintaining a professional library collection to assist with recertification and knowledge acquisition on education-related topics;
- Managing the online catalog including the library inventory and circulation software;
- Selecting and making accessible online information databases for reference and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

			
8,752 Items in the Collection	17.0 Items per Student	16% Fiction Titles in the Collection	32% 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.			
	2001 Average Age of the Collection	66% 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.	
			

2,734	2,794	2002
Representative Titles in Collection	Representative Titles Average Age	SEL Titles in Collection SEL 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	44	2003
Philosophy & Psychology	34	1996
Religion	37	1991
Social Sciences	565	2000
Language	63	1994
Science	697	2005
Technology	286	2003
Arts & Recreation	465	2004
Literature	127	2002
History & Geography	2,767	2003
Biography	721	2001
Easy	2,970	1998
General Fiction		
Graphic Novels	89	2014

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. Any books gifted or donated to the school must meet the same selection criteria as all

other materials.

Collection Maintenance:

Inventory will be completed on the 3 year rotation as Board Policy 8.12 (8). Inventory will be as follow

FY25 - Nonfiction

Fy 26 -Fiction

Fy 27 Easy/Blography

Lost or Damaged Library Materials :

Students and or Faculty are responsible for lost or damaged of library 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">• Non-fiction• Easy/Blography• Fiction
	Inventory/Weeding Priority <ul style="list-style-type: none">• Fiction• Non-fiction• Easy/Blography
FY27	Selection Priorities <ul style="list-style-type: none">• Non-fiction• Easy/Blography• Fiction
	Inventory/Weeding Priorities <ul style="list-style-type: none">• Easy/Blography• Fiction• Non-fiction
FY28	Selection Priorities <ul style="list-style-type: none">• Non-fiction• fiction• Easy/Blography

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-aged-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)