

FY27 COLLECTION DEVELOPMENT PLAN



Boca Raton Community High School

FY26 Collection Development Policy

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Educational Media Specialists

Signature Page

Boca Raton Community High School
FY27 Collection Development Plan

Date Approved by Administration: **4/6/2026**

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Purpose of Collection Development Plan

This Collection Development Plan serves as the school's official guide for the selection, acquisition, maintenance, and management of library media resources. Its purpose is to ensure that the collection supports the school's curriculum and instructional goals while strictly adhering to the statutory requirements of Florida Statute 1006.28 and School Board Policy 8.12.

Background Statement & School Community

Boca Raton Community High School is an A-rated school in the Palm Beach County School District. There are 178 teacher positions allocated to the school. The graduation rate is 96%, with an 80% college and career acceleration. BRCHS aims to cultivate a positive school culture that fosters a supportive and fulfilling learning experience for the school community.

BRCHS demographics are as follows (per The Gold Report):

- Student population: 2,753
- Age: 13-22
- Grade Levels: 9-12
- Race: White 49%, Black 9%, Hispanic 35%
- Free/Reduced Lunch: 32%
- LEP: 9%
- ESE: 14%
- Languages Spoken:

Afrikaans	1	Lithuanian	3
Albanian	2	Macedonian	6
Arabic	17	Bulgarian	2
Burmese	3	Mandarin	2
Chinese, Zhongwen	11	Polish	4
English	1790	Portuguese	211
French	22	Russian	67
German	6	Serbo-Croatian	2
Greek	3	Spanish	459
Haitian-Creole (Including French Creole)	73	Tagalog	2
Hebrew	4	Turkish	24
Hungarian, Magyar	5	Ukrainian	8
Italian	6	Vietnamese	10
Latvian, Lettish	1	Bengali, Bangla	5
Croatian, Hrvatski	1	Catalan	1
Farsi Persian	1	Japanese, Nihongo	1
Norwegian	2	Patwin	1

Rumanian	3	Servian, Srpski	2
Slovak	3	Somali	1
Swedish, Svensk	1	Thai	2
Urdu	1		

Choice Programs available to BRCHS:

- Navy Junior ROTC
- Science, Technology, Engineering, and Math (STEM)

In-House Programs available to BRCHS:

- Culinary Arts
- Early Childhood Teacher Education
- Medical Sciences - Pre-Medicine

In addition to our Choice and In-House programs, courses that the library collection would impact would include the following, but are not limited to:

- African American History
- Latin American History
- Men/Women World History
- Holocaust
- AICE and AP programs

School Mission Statement

The Boca Raton Community High School's mission is to develop knowledge, skills, and character that will empower students for responsible citizenship, higher education success, and productive employment. The school community will encourage students to reach their full potential by rewarding achievement, discipline, honor, leadership, respect, and service in all aspects of life. In addition, the vision of Boca Raton Community High School is to unite in providing students with opportunities to achieve excellence in all academic, extracurricular, and athletic areas. Throughout this process, diversity, ingenuity, teamwork, effort, growth, and success will be celebrated.

Media Center Mission Statement

The Boca High Library Media Center: Empowering Learners, Igniting Curiosity, and Building Community. We strive to be a vibrant hub dedicated to:

- **Academic excellence:** Providing a foundation for success through diverse learning resources, collaborative spaces, and expert support.
- **Social connection:** Fostering belonging and engagement by creating a welcoming environment where students can connect with peers, explore interests, and develop their identity.
- **Relational growth:** Encouraging positive interactions and communication skills through collaborative learning opportunities and open dialogue.
- **Community engagement:** Partnering with teachers, families, and the broader community to

empower learners and contribute to the success of Boca High.

Aligned with the School District of Palm Beach County's mission, we tailor our resources and services to meet the unique needs of Boca High's diverse student body. Through innovation, collaboration, and a commitment to excellence, we equip learners to become informed, engaged, and responsible citizens.

Responsibility for Collection Management & Development

In accordance with School Board Policy 8.12, the School Board is the legal owner of all library materials. The Principal is responsible for administering the school's library media program and for the physical maintenance of the facility.

Per state statute, the professional selection and vetting of materials must be performed by a Certified Educational Media Specialist. At schools with a certified specialist, this responsibility lies with that individual. At schools without a certified specialist, the selection and vetting of materials is managed by the District Library Media Services Department to ensure statutory compliance.

To ensure the collection remains relevant and responsive to the school community, input regarding selection and collection development is actively solicited from administration, faculty, students, parents, and District stakeholders.

Library Program

The library media program operates on a Flexible schedule to ensure equitable access for all students. Instruction is provided at the point of need to support academic standards and digital literacy. The program supports special school initiatives such as Battle of the Books and Literacy Week and provides a collaborative space for inquiry and research.

The Boca High Library and Media Center exists to aid and propel the graduation efforts of all the school's students as well as provide an open culture to all stakeholders, such as teachers, parents, and the community school. Open every school day 45 minutes before school, during both lunches, and 2 hours after school, with two months of access during the summer from 8 a.m. – Noon.

For the Students:

Students feel right at home in our Media Center, a convenient and comfortable space for taking tests. Our media specialists manage the testing schedule and ensure everything runs smoothly.

The Media Center is a busy hub for standardized testing, hosting over:

- 5,700 AICE tests (making our school the world's largest AICE student population!)
- 5,000 State FAST tests
- 2,200 FSA tests
- 475 Algebra EOC tests
- 750 History EOC tests
- 780 Civics EOC tests

- 750 Biology EOC tests
- 600 Geometry EOC tests
- 1,000 SAT tests
- 300 ACT tests
- 250 CLT tests

In addition to testing, our library offers a welcoming space for quiet study and research. With over 5,248 volumes, students can browse the collection and check out books anytime the library is open (including before and after school hours). Eye-catching seasonal displays and signage will spark student interest and highlight recommended reads. The Media Center also supports academic success by hosting after-school credit recovery sessions. Supervised by the Media Specialist, these sessions run from 3:30 p.m. to 5:30 p.m.

For the Teachers:

The Media Center transforms into a vibrant space for a variety of teacher-focused activities when testing isn't taking place:

- **Special Events:** Teachers host speakers and assemblies here, such as Holocaust remembrance programs and athletic signing days for college-bound students. Evenings see community events and festive holiday gatherings.
- **Literacy Support:** Media Specialists help foster the love of reading by collaborating with teachers through a variety of engaging programs. These programs include interactive story time, checkout training, and library tours.
- **Compliance Expertise:** Our media specialists provide explanations, training, and information on House Bill 1467, ensuring teachers stay informed about literature and media compliance.
- **Visual Communication Powerhouse:** The Media Center team has printed and laminated over 500 eye-catching posters in both color and black and white, promoting everything from student and teacher events to instructional materials for classrooms.

For the Parents:

Boca High PTSA utilizes the Media Center for storage and event planning. Regular meetings held after school in this central location facilitate the planning and execution of school-wide events, particularly those focused on students like graduation and college prep. Recognizing the importance of parent involvement, the school administration prioritizes parent support and volunteerism. The Media Center's welcoming atmosphere fosters this connection among parents, staff, teachers, and students.

Goals and Objectives

The Boca High Library Media Center is a cornerstone in supporting our school's mission of student success. We share a core commitment with all departments to equip learners, spark their curiosity, and foster a vibrant school community – all with the ultimate goal of preparing students to thrive beyond graduation.

Goal 1: Transform the post-renovation media center space into a fully operational, high-performance space that integrates modern technology with user accessibility.

- User Access and Organization: Optimize the physical landscape by organizing the book collection, curated reading zones, and collaborative hubs with intuitive signage and dynamic display areas by March 2027.
- Hardware and Infrastructure Integration: Complete the installation and configuration of all audiovisual equipment—including displays, sound systems, and high-speed networking—ensuring 100% connectivity and system stability by March 2027.

Goal 2: Modernize and diversify the non-fiction collection to better support lifelong learning and contemporary interests.

- Curate a High-Impact Selection: Acquire at least 5 new titles across the priority areas of History, Geography, Digital Currency, and Personal Development by February 2027.
- Optimize Collection Relevance: Inventory and weed the existing non-fiction section to remove outdated or inaccurate materials, ensuring that at least 40% of the collection in these four key topics has been published within the last five years.

Goal 3: Cultivate a high-energy, collaborative culture that positions the media center as the vibrant, 24/7 heart of the school and community, fueled by the shared vision of leadership and parents.

- Strategic Stakeholder Alignment: Foster a unified "Media Center Vision" through monthly collaborative planning sessions with the Principal and Admin team, securing the resources and administrative backing needed to pilot extended-hour access for students and staff.
- Community & Parent Integration: Launch a "Media Center Ambassadors" program to recruit and train parent volunteers, increasing community involvement by 25% and ensuring the facility is staffed and programmed for evening or weekend community events.

Budget and Funding

The LMC 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 FY27 school year is expected to be similar to FY26.

This report details the budget allocated to library and media resources for FY25 and will be used to determine the budget for FY26. The funds listed below are based on information provided by our school purchasing department.

Budget Summary:

- The media center anticipates similar funding for the next school year unless there are spending cuts at the district level (SDPBC).
- The FY27 budget will be used to purchase essential supplies, including ink for color printing, poster paper, laminating materials, and new equipment.
- The remaining funds will be directed toward replenishing and updating the library's collection of books and magazines.

<i>School-based Operating Budget</i>	<i>Budget FY26</i>	<i>Projected FY27 Budget</i>
<i>Account 55110 - Media Supplies</i>	<i>\$4120</i>	<i>\$4120</i>
<i>Account 561100 - Library Books</i>	<i>\$500</i>	<i>\$500</i>
<i>Fundraising and/or Grants</i>	<i>FY26</i>	<i>Projected FY27</i>
<i>Media Center Internal Account number for your grant(s) (get this from your bookkeeper)</i>	<i>#6202</i>	<i>#6202</i>
<i>State Media Allocation</i>	<i>FY26</i>	<i>Projected FY27</i>
<i>Account 561100 (program 3070) - Media Books</i>	<i>\$5322</i>	<i>\$5322</i>

Purchasing Plan FY27

Purpose	Amount
Battle of the books	\$500
Supplies (paper, toner, laminating, etc)	\$3500
Media center maintenance	\$620
Total:	\$4620

Scope of the Collection

The Library Media Center manages a comprehensive collection of print, digital, and technological resources selected to support the school's instructional goals and the diverse needs of the student community. The following sections outline the specific formats and equipment currently maintained within the collection.

Formats:

- Print: Hardcover and Paperback Books, Graphic Novels, and Magazines.
- Digital: eBooks, Digital Audiobooks, District Online Databases.

Digital Resources:

The collection includes District-provided databases and eBooks that expand the local collection and provide students with 24/7 access to high-quality digital content. These resources are vetted at the District level to ensure alignment with state standards and student privacy regulations.

Policy Alignment and Organization:

In accordance with School Board Policy 8.12 (Section 5d), the library media collection is curated to support both the academic curriculum and the personal interest needs (pleasure reading) of the student body.

Furthermore, per School Board Policy 8.12 (Section 8) on the Management of Library Media Instructional Materials, the collection is organized and maintained using the standard Dewey Decimal Classification System to ensure uniform accessibility across the District.

Equipment

To support the school's curriculum and foster digital literacy, the Library Media Center maintains a curated inventory of audiovisual and technological equipment. The lists below detail the specific hardware available to students and staff for instruction, content creation, and daily access.

Instructional Area:

- 300 Chromebooks: Dedicated to the media center for student use during testing

Teacher Support and Workroom:

- Production:
 - 2 color poster printers, 2 small color printers, and 1 laminator
 - To support teachers in creating engaging visual aids for their classrooms
 - 2 Laser jet single color printer
 - For media center staff use to meet the printing demands of testing.
- A/V Support: Portable Speakers

Circulation and Access:

- Devices: 2 iPads/Tablets (for Student/Staff Checkout), 1 desktop, and 2 scanners for Media specialist use.
- Peripherals: Headphones
- 5 Media carts are available to teachers and staff to check out at any time

Collection Development and Maintenance

The collection is developed and maintained through a rigorous process of selection and weeding (deselection) to ensure materials remain current, relevant, and in good physical condition.

Selection Criteria:

In accordance with School Board Policy 8.12, materials are selected based on educational significance, need, and accuracy. The selection process prioritizes resources that support the curriculum, foster factual knowledge growth, and reflect the diversity of the global community.

Weeding (Deselection) Policy:

Per Florida Statute 1006.28 and District guidelines, the collection is continuously

reviewed. Materials are removed (weeded) if they are physically damaged, factually inaccurate, obsolete, or no longer circulating. This ensures the library remains a vital, attractive, and useful resource for students.

Selection and Evaluation Criteria

Based on annual inventory and an intersectional analysis by Destiny/Follett of our collection, we select books based on publisher recommendations, industry reviews, student requests, administration and teacher requests, and state guidelines. Materials considered for purchase are selected on the basis of the criteria SDPBC 8.21 (6.d). The Media Specialists is to consider reviews from two categorical reviewing sources: Booklist, Horn Guide, and School Library Journal, while ensuring all purchases meet standards for educational significance, age-appropriateness, and curriculum alignment.

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.

			
3,523 Items in the Collection	1.3 Items per Student	58% Fiction Titles in the Collection	29% 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.			
	2013 Average Age of the Collection	29% Aged Titles	29% 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.	
			
58% Representative Titles in Collection	2015 Representative Titles Average Age	54% SLL Titles in Collection	2016 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	3	2017
Philosophy & Psychology	2	2013
Religion	1	2006
Social Sciences	97	2012
Language	11	2019
Science	34	2012
Technology	44	2015
Arts & Recreation	610	2010
Literature	89	2004
History & Geography	141	2017
Biography	391	2007
Easy	19	1998
General Fiction	2,048	2016
Graphic Novels	533	2012

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 outdated or age-inappropriate, even if they were donated. All gifts and donations must follow the same processes as new book orders.

Collection Maintenance

Inventory and Weeding Cycle:

Per School Board Policy 8.12, the collection is inventoried on a three-year rotational basis. This ensures every item in the collection is physically accounted for, assessed for condition, and evaluated for relevance at least once every three years.

The collection inventory for the next three school years will be SY27 Graphic Fiction, SY28 Nonfiction & Biography and SY29 Fiction.

Ongoing Maintenance:

Collection maintenance is a continuous process that extends beyond the annual inventory window. Materials are repaired, relabeled, and deselected throughout the school year to maintain a high standard of accessibility and visual appeal.

Collection Organization and Visual Navigation:

Our library's specific organizational logic is as follows:

- Separate areas for each genre:
 - Fiction
 - Non-Fiction
 - Biography
 - Graphic Novels
 - Art books
 - Poetry
 - Books in Spanish
 - Sports
 - Battle of the Books
 - Manga
 - Cookbooks

Lost or Damaged Library Materials

Lost or damaged library materials will be deleted from the inventory and replaced if necessary. If a student graduates with outstanding library materials, they will be marked as lost and deleted. All attempts (via email and administration) will be made to have students return library materials before graduating.

Strategic Focus – Inventory, Deselection (Weeding), and Acquisitions

School Year	Strategic Focus
FY27	Selection Priorities ● Acquire new ebooks ● Acquire new poetry books ● Develop a cook book section
	Inventory/ Weeding Priorities ● Weed outdated graphic novels ● Weed outdated biographies ● Weed outdated/uncirculated fiction
FY28	Selection Priorities ● Acquire new ebooks ● Acquire new books in Spanish and French/Creole

	• Improve and update non-fiction books
	Inventory/ Weeding Priorities • Weed outdated reference books • Weed outdated non-fiction • Weed outdated/uncirculated fiction
FY29	Selection Priorities • Acquire new STEM books • Acquire new books for ROTC • Improve and update graphic novels
	Inventory and Deselection (Weeding) Priorities • Weed outdated/uncirculated fiction • Weed outdated non-fiction • Weed outdated magazines

Reconsideration of Materials

Objection Protocols: In the event of a citizen objection to any material within the library or classroom collection, the school shall strictly follow the procedures outlined in School Board Policy 8.1205. Copies of this policy and the Specific Material Objection Form are included in the Appendices of this document for immediate reference.

Status of Challenged Materials: Materials currently under objection shall be managed in accordance with the District's reconsideration procedures. Except where immediate removal is required by state statute (e.g., alleged sexual conduct), no material shall be removed or restricted solely based on an objection until the formal review process has been completed.

Annual Evaluation and Revision of Collection Development Plan

This collection development plan will be reviewed annually.

Appendices

A: Library Bill of Rights

"Library Bill of Rights", American Library Association, June 30, 2006.

[Link](#) (Accessed February 5, 2026)

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 2, 2026)

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 2, 2026)

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 2, 2026)

E: Specific Material Objection Form

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

[Link](#) (Accessed February 2, 2026)