



FY27

COLLECTION DEVELOPMENT PLAN

Boynton Beach Community High School

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If you haven't fallen in love with a book yet, you just haven't met the right one.

Signature Page

Charlotte Lockhart

FY27 Collection Development Plan

Date Approved by Administration: 5/8/2026

Media Specialist Name: Charlotte Lockhart

Media Specialist Signature: 

Principal Name: Dr. Moody Fuller

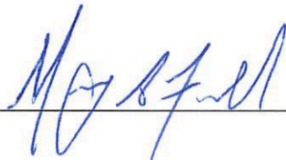
Principal Signature: 

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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

The Boynton Beach Community High School Library Media Center users are students in grades 9-12. There are approximately 495 freshmen, 403 sophomores, 428 juniors, 375 seniors, and 156 faculty and staff members. Minority enrollment is approximately 91% of the student population, which is higher than the Florida state average of 62%. Approximately 87% of the student population is eligible for free or reduced-priced lunch and 17% are English language learners. The student-to-teacher ratio is approximately 16:1, which is equal to the Florida state level of 16:1. Our school offers the following choice programs: Information technology, digital media academy, theater academy, band academy, medical science, aerospace science, visual arts, dance, vocal and Marine Corps JROTC.

School Mission Statement

At BBCHS we are committed to providing a world-class education by fostering an environment where students are challenged through rigorous coursework. Our scholars will be prepared for college or career opportunities that will empower each to reach their highest potential.

Media Center Mission Statement

The mission of the Boynton Beach Community High School Library Media Program is to ensure that students and staff are effective users of ideas and information. The Library Media Program supports quality education by offering diverse, relevant, and culturally appropriate digital and print materials. This mission is accomplished:

- by providing intellectual and physical access to materials in all formats.
- by providing instruction to foster competence and stimulate interest in reading, viewing, and using information and ideas.
- by working with other educators to design learning strategies to meet the needs of individual students.

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 is an integral component of academics at Boynton Beach Community High School and is considered as the hub of the school. The program is just one piece of the curriculum that prepares students to be responsible digital citizens in today's information age. ***(Note: During FY26, the library was closed for construction and improvements to the facility.)***

The library media specialist collaborates with administrators and teachers to provide resources that represent diverse points of view, stimulate growth in thinking skills, and promote the overall educational program. To ensure these goals are met, the library media specialist uses the recommended selection tools and applies the appropriate selection criteria. This policy reflects the philosophy and goals of the school system and supports the principles of information literacy and intellectual freedom described in position statements on intellectual freedom for the American Library Association and the American Association of School Librarians.

The library media program operates on a flexible schedule to ensure equitable access for all students. Instruction is provided at a point of need to support academic standards and digital literacy. The program supports special school initiatives such as STEM to support our Aerospace Science Program, College Tours, Career Fairs, the Tiger Circle, Medical Academy Workshops, Literacy Week, Hispanic Heritage Month, Black History Month programming and provides a collaborative space for inquiry and research.

Goals and Objectives

- Goal 1: Open the media center during lunch for students who need to use the resources
 - Provide supervision for students who want access to the media center outside of class time to improve circulation and promote book return.
 - Improve our ratio of books circulated
 - Provide book talks to reading classes and lists of “what the librarian is reading”
- Goal 2: Replenish the library collection with a special emphasis on diversity within the collection.
 - include books available in multiple languages, specifically Haitian Creole and Spanish and/or larger fonts to promote inclusion and ELL.
 - Include books that feature diverse characters with relatable backgrounds and stories to the demographic at BBCHS.
- Goal 3: Grow the MackinVia eBook Collection

- use data from a needs assessment to inform MackinVia Ebook 5 selections
- purchase up-to-date ebooks that relate to the needs and interests of the student population in FY27

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.

Funding is provided by the state and district categorical funding through Library Media Services. These funds are used to purchase books, ebooks, and subscriptions. There are internal accounts to support the library media center services, such as poster printing, lamination, and ID cards.

The budget/funding comes from the School Operating Budget. (Fund: 1000 Function: 6202 Account: 561100 Program 0000); State Categorical Funds/3070; (Fund:1000 Function: 6202 Account: 561100 Program 3070); Title I funding; Fund Raising; Grant Awards. This year, there was no fundraising activity.

<i>School-based Operating Budget</i>	<i>Budget FY26</i>	<i>Projected FY27 Budget</i>
<i>Account 551100 - Media Supplies</i>	<i>\$584.32</i>	<i>\$584.32</i>
<i>Account 553420 - Media Subscriptions (Periodicals-Newspapers)</i>	<i>\$0</i>	<i>\$0</i>
<i>Account 561100 - Library Books</i>	<i>\$2064</i>	<i>\$2064</i>
<i>Account 562230 - Media A/V Equipment</i>	<i>\$0</i>	<i>\$0</i>
<i>Account 564220 - Furn-Fix/Equip</i>	<i>\$0</i>	<i>\$0</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>\$677</i>	<i>\$677</i>
<i>State Media Allocation</i>	<i>FY26</i>	<i>Projected FY27</i>
<i>Account 561100 (program 3070) - Media Books</i>	<i>\$2866</i>	<i>\$2866</i>

Purchasing Plan FY27

Purpose	Amount
Non-Fiction	\$3000
Supplies for Makerspace, Media Program	\$691
Fiction	\$2500
Total:	\$6191.00

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, Reference Materials, Professional Collection.
- Digital: eBooks, Digital Audiobooks, Online Databases (District and Site-Licensed).
- Audiovisual: DVDs (Educational Use Only), Manipulatives/Realia.

Special Emphasis:

Special emphasis is given to our choice programs of Boynton Beach Community High School. The choice programs include the Boynton Aeronautical Science Academy (BASA), Culinary Arts Academy, Dance Academy, Digital Media Academy, Early Childhood Academy, Informational Technology Academy, Instrumental Music Academy, Marine Corps JROTC, Medical Science Academy, Theater Arts Academy, Visual Arts Academy, and Vocal Music Academy.

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:

- Computer Lab: 30 Desktop Student Workstations.
- Classroom Technology: Interactive Flat Panel, Document Camera, Sound System.
- Makerspace: 3D Printers, Coding Kits, Building Manipulatives.

Media Production:

- TV Studio: Full Production Studio (Cameras, Tri-Caster/Mixer, Lighting, Green Screen).
- Mobile News: Portable News Crew Equipment (iPads, Mobile Green Screen).
- Student Production: Cameras/Tripods, Microphones, Podcasting Equipment, Production iPads.

Teacher Support and Workroom:

- Production: Large Format (Poster) Printer, Laminator, Die-Cut Machine.
- A/V Support: Portable Projectors, PA System, Portable Speakers.

Circulation and Access:

- Devices: Student Laptops/Chromebooks (Daily Loaners), Laptop Chargers, Hotspots, iPads/Tablets (for Student/Staff Checkout)
- Peripherals: Headphones, Webcams, Calculators.

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

Materials selected for use in the Boynton Beach Community High School media center and classroom library collections shall be evaluated and approved in accordance with Palm Beach County School Board Policy 8.12, which serves as the foundational framework guiding all selection, management, and review processes. The goal of the collection is to support the instructional program, promote literacy, and provide a diverse range of materials that meet varying student achievement levels, interests, and learning styles.

In alignment with District policy, the school establishes and maintains procedures for the evaluation, selection, management, and removal of library media materials, as documented in the school's collection development plan. While the American Library Association's Library Bill of Rights may be consulted as a professional resource, Palm Beach County School Board policies shall take precedence in all decisions regarding the selection, retention, and disposition of materials.

The selection process is further informed by professional review sources, including School Library Journal, Kirkus Reviews, and Booklist. Materials are evaluated using criteria that include educational significance, age and grade-level appropriateness, accuracy of content, and alignment with curricular goals and standards.

Consistent with Florida Statutes § 1006.28, all materials must be suited to student needs, appropriate to their ability to comprehend the content, and suitable for the intended age group. Additionally, selection practices adhere to applicable provisions of the School Board's collective bargaining agreement related to academic freedom and professional responsibility.

Library media specialists, in collaboration with teachers and administrators, are responsible for evaluating both print and non-print materials using these established criteria. Materials that are

prohibited by law, including those defined as harmful to minors under Florida Statutes § 847.012, shall not be selected, retained, or made available in the school library media center or classroom 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 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.

			
10,594 Items in the Collection	7.57 Items per Student	3270 Fiction Titles in the Collection	51% 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.			
	2004 Average Age of the Collection	70% Aged Titles	2% 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.	
			
Diverse Titles 34% Representative Titles in Collection	Diverse Titles Average Age 2004 Representative Titles Average Age	24 % SLL Titles SLL Titles in Collection	Average Age 2007 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	78	2014
Philosophy & Psychology	69	2007
Religion	38	1998
Social Sciences	1104	2004
Language	65	2000
Science	182	2004
Technology	371	2007
Arts & Recreation	2193	2005
Literature	679	1999
History & Geography	625	2004
Biography	600	2002
Easy	17	1995
General Fiction	3270	2005
Graphic Novels	1470	2005

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.

Fiscal Year	Inventory Status	Section(s)
FY25	Completed	Non-Fiction
FY26	Skipped	Library Closed for Construction
FY27	Scheduled	Easy & 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:

The library collection is organized to support ease of access and intuitive navigation for all users. Fiction materials are arranged in alphabetical order by author within each last name, and are located on the right side of the library. Biography titles are organized by the subject's last name to facilitate efficient browsing. Graphic novels are housed in a separate, clearly designated section to enhance visibility and accessibility. The nonfiction collection is located along the left side of the library and is organized to support research and curricular needs.

Lost or Damaged Library Materials

Students will be notified of overdue books each month. If a student does not return the book within three notices, it will be marked as lost and the student will incur a fine. Lost or damaged books will be assessed a fine of the cost of the book. School Board Policy 2.21B(9) Books which are returned late up to three months do not incur a late fee.

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

School Year	Strategic Focus
FY27	Selection Priorities ● Focus on high interest areas such as Manga and historical sports content with the intent on improving circulation. ● Open media center in the morning from 7-7:20 for book check in/out to improve the quantity of lost titles. ● Work with the ESOL coordinator Mrs.Bryant to apply for grants to improve the diversity of titles in the library. Specifically focusing on titles that come in various languages or large fonts.
	Inventory and Deselection (Weeding) Focus ● Have all weeded materials picked up to clear space for the professional library and newly acquired class sets. ● Continue to weed titles as the district updates its policies. Non-Fiction will be the focus as it is a rather small section that needs to be cleared out and rebuilt. ● Bring all inventory to the front of the library to promote check out and evaluate what is being interacted with the most by students. Add a suggestion box to the checkout area.
FY28	Selection Priorities ● Titles that feature diverse characters from unique backgrounds that are in line with the demographics of BBCHS. ● High focus on fiction titles. Romance books are highly favored by the teens at BBCHS. Use social media as a 15 method to gather research on popular books and then investigate using district guidelines for appropriate selections. ● Improve makerspace by adding games and interactive stations. Including the set up of self-checkout.
	Inventory and Deselection (Weeding) Priorities ● References will need to be weeded to prevent information becoming out of date. Reference section should be chosen for the 1/3 evaluation process. ● Classics will need to be weeded for age level and quality of books ● Magazines should be updated and reviewed for accuracy.

FY29	Selection Priorities • Continue to prioritize a completed maker space by donations, grants, and district funding. • Furniture including desks, tables, and seating need to be replaced and modernized. • Classics sections will need to be repurchased with new covers that modernize the content and draw in readers.
	Inventory and Deselection (Weeding) Priorities • Fiction books need to be reviewed on a three year loop should be the 1/3 of the books reviewed. • Weed over used/broken toys such as the lego collection, puzzles, and chess sets. Monitor usage to determine the need or want for these items • Revisit class sets from previous years and determine if more quantities are needed or any damaged title needing to be removed.

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 March 13, 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 March 13, 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 March 13, 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 March 13, 2026)

E: Specific Material Objection Form

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

[Link](#) (Accessed March 13, 2026)