



**Dr. Joaquín García High School
FY27 Collection Development Plan**

Susan Mirandi

Educational Media Specialist

Signature Page

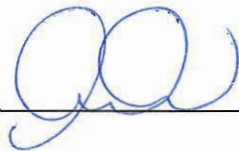
Dr. Joaquín García High School
FY27 Collection Development Plan

Date Approved by Administration:

Media Specialist Name: _____ Susan Mirandi _____

Media Specialist Signature: 

Principal Name: _____ Mr. Oscar Otero _____

Principal Signature:  4.27.26

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Table of Contents

Purpose Statement	4
Background Statement & School Community	4
School Mission Statement	4
Media Center Mission Statement	4-5
Responsibility for Collection Management Development	5
Library Program	5
Goals and Objectives	5-6
Budgeting and Funding	7-8
Scope of the Collection	8-9
Equipment	9
Collection Development	10
Selection Evaluation and Criteria	10-11
Analysis of the Collection	11-13
Gifts and Donations	13
Collection Maintenance	13-14
Lost or Damaged Library Materials	14
Strategic Focus – Weeding & Acquisitions	14-15
Reconsideration of Materials	15
Appendices	16
A - Library Bill of Rights	16
B - ALA Intellectual Freedom Statement	16
C - Board Policy 8.12	16
D - Board Policy 8.1205	16
E - Specific Material Objection Form	16

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

Dr. Joaquín García High School features IT/Business, Medical, and Army JROTC programs with AICE and AP classes available to students. There are also comprehensive arts and sports programming available at DJGHS. The demographics of our student population include 49.68% Hispanic, 23.9% White, 20.39% Black, 3.16% Asian or Pacific Islander, 2.3% Multiracial, and .61% Other.

School Mission Statement

Our Mission at Dr. Joaquín García High School is to Educate, Affirm and Inspire each student in an equity-embedded school.

Some major areas of focus include:

- Establishing a welcoming and inclusive environment through personalized connections for all students.
- Providing a robust offering of academic, athletic and extracurricular programs to provide our students the complete educational experience.
- Providing a comprehensive wrap-around approach for students so that they are supported, seen and heard in a new school environment.
- Focusing on student outcomes as measured by class grades, state and national exams (AICE, AP) so that all students may be highly competitive in college and career options.
- Providing lifelong learning & organizational skills through AVID strategies and best instructional practices.
- Fostering a spirit of respect, responsibility and collaboration among all faculty and staff.

Media Center Mission Statement

The Dr. Joaquín García High School Media Center is dedicated to designing and maintaining a library media program that supports, complements, and expands the instructional program of the school. Our goal is to provide equitable access to reliable, valid, academic research resources while encouraging reading for pleasure. We offer instruction in research, reference, digital citizenship, and information literacy. We strive to foster a learning environment of inclusion and safety so that our entire Bulldog community feels welcome, respected, and represented through our comprehensive collection. The library media staff:

➤ Provide and promote extensive use of resources in multiple formats that are designed to meet the varying needs of all learners in all aspects of the curriculum

- Provide a learning environment that promotes inquiry
- Stimulate intellectual curiosity
- Encourage pleasure reading
- Develop diverse interests for the enjoyment of life-long learning and
- Provide and promote instruction to prepare students to become independent users of libraries and information resources.

The successful, self-aware learner should be able to:

- Identify, plan, and use resources to find and evaluate information
- Organize, maintain, interpret, and communicate information
- Use computers and technology to process information

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 Bulldog Commons encourages student use and engagement through a variety of programs and initiatives. We offer a flexible schedule for students to visit the Commons during study hall, lunch, or before and after school. Programming includes comprehensive lessons on research, reference, and digital literacy. The Bulldog Commons also offers a STEM-based MakerSpace program, collaborative areas for learning, TV production, and project-based learning.

Goals and Objectives

Goal 1: Increase the nonfiction eBooks and databases to support the specific needs of the school population and learning community.

- Using the needs assessment, determine the demographical, mental, and academic needs of the teachers and students at DJGHS.

- Review Gale database and eBook offerings to evaluate the effectiveness, compatibility, and value to increase our nonfiction collection.

Goal 2: Establish a robust and vigorous MakerSpace within Bulldog Commons, aligned to state standards, encourages challenges, creativity, STEM, architecture, robotics, circuitry, and thinking outside the box.

- Join the Resource Depot and stock the MakerSpace area with organized, pertinent, and creative materials to support exploration.

- Encourage participation from students and collaborate with the science department on challenges.

Goal 3: Provide the students of DJGHS with comprehensive research, reference, and digital literacy lessons to prepare them for college and career readiness.

- Collaborate with teachers to incorporate research, reference, and digital literacy lessons into the curriculum and support project-based learning.

- Push into classrooms, encourage students to visit the library, and incorporate engaging lessons into the curriculum.

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.

Our Library Media Center is funded by Florida State and Palm Beach County School District monies. Fines from ID badge replacement is our source of yearly fundraising.

School-based Operating Budget	Budget FY26	Projected FY27 Budget
Account 551100 - Media Supplies	\$4727	\$ 4727
Account 553420 - Media Subscriptions (Periodicals-Newspapers)	\$576	\$576
Account 561100 - Library Books	\$2110	\$2110
Account 562230 - Media A/V Equipment	\$0	\$0
Account 564220 - Furn-Fix/Equip	\$0	\$0
Fundraising and/or Grants	FY26	Projected FY27
Media Center Internal Account number for your grant(s) (get this from your bookkeeper)	\$2535	\$2532
State Media Allocation	FY26	Projected FY27
Account 561100 (program 3070) - Media Books	\$5668	\$5668

Purchasing Plan FY27

Purpose	Amount
Fiction Books/Graphic Novels	\$7,778
Media Subscriptions	\$576
Supplies	\$4727
Total:	\$13,081

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, Professional Collection.
- Online Databases (District and Site-Licensed).

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.

Site Licences: Gale Peterson's Test Prep and Gale Peterson's Career Prep.

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: 3 Desktop Student Workstations Connected to a Lexmark printer for student printouts. The circulation desk also has a color and black & white printer.
- Classroom Technology: 2 Interactive Flat Panels, Document Camera, Sound System, 2 Apple I-Pads, eight KwikBoost chargers with nine rechargeable batteries and two charging towers.
- Makerspace: Building Manipulatives.

Media Production:

- TV Studio: Full Production Studio (Cameras, Tri-Caster/Mixer, Lighting, Green Screen).
- Mobile News: Portable News Crew Equipment (4 Mobile Cameras, 6 Tripods).
- Student Production: Cameras/Tripods, Microphones, 17 Editing Stations.

Teacher Support and Workroom:

- Production: Large Format (Poster) Epson Printer, a 36-inch Laminator, a Die-Cut Machine and 2 Sharp Copiers.
- A/V Support: Projectors, PA System.

Circulation and Access:

- Devices: Student Laptops/Chromebooks, Laptop Chargers.
- Peripherals: Headphones, 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.

As a certified Library Media Specialist, I follow a structured and transparent selection process for high school library materials that is fully aligned with School Board Policy 8.12, ensuring that all resources support curriculum goals, student interests, and intellectual freedom while remaining age-appropriate and educationally relevant. The process includes evaluating materials based on professional reviews, literary merit, diversity of perspectives, and alignment with instructional standards, while also considering community values and student needs. I rely on established and reputable review sources such as School Library Journal, Booklist, Publisher's Weekly, and the American Library Association (ALA) recommendations, as well as state reading lists and award-winning titles. Additionally, I collaborate with teachers and stakeholders when appropriate and maintain documentation to ensure accountability and compliance with district guidelines.

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

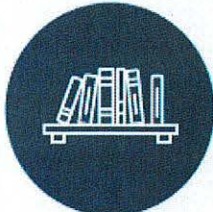
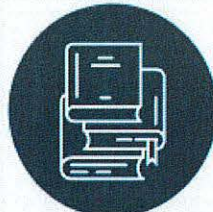
The School District Library Media Services Department supports school-based library media center personnel and establishes uniform policies and procedures for school library media centers throughout the District. These services include, but are not limited to:

- 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.

			
5,558 Items in the Collection	3.3 Items per Student	66% Fiction Titles in the Collection	34% 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.	2016 Average Age of the Collection	18% Aged Titles	22% 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.	
			
44% Representative Titles in Collection	2016 Representative Titles Average Age	49% iSLL 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	2	2005
Philosophy & Psychology	3	2008
Religion	1	2001
Social Sciences	15	2015
Language	0	N/A
Science	20	1998
Technology	3	2006
Arts & Recreation	1798	2015
Literature	23	2009

History & Geography	6	2017
Biography	15	2017
Easy	0	N/A
General Fiction	3670	2016
Graphic Novels	1794	2015

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.

Dr. Joaquín García High School enthusiastically accepts all gift materials and monetary donations to the media center. Gifts will be evaluated by the same standards as other items in the collection. The library media specialist reserves the right to give materials not suitable for the general collection to staff and students. Upon request, the media specialist will write a thank you letter on school letterhead to the donor including the title and copyright date of the books. The school will not include the monetary value of the donated items.

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. For the next three years, inventoried sections will be:

- FY2027: Inventory Graphic Novels Section
- FY2028: Inventory Nonfiction Section
- FY2029: Inventory Fiction Section

NOTE: Although inventory can occur at any time during the year, spring is best since the process identifies items still checked out so student obligation records can be accurate.

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:

Fiction Novels are shelved on the north wall and the shelves to the east of the wall. Spanish Fiction and Spanish Graphic Novels are shelved perpendicular to the English Fiction Novels. Graphic novels are shelved on rounder shelves south of the Fiction Novels.

Lost or Damaged Library Materials

Dr. Joaquín García High School's policy for lost or damaged library materials includes not charging students late fees associated with overdue books. If the student loses a book, an obligation for the cost to replace the book will be issued to the student's School Cash Online account. We will charge fees for late materials or fines for lost/damaged 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 – Inventory, Deselection (Weeding), and Acquisitions

School Year	Strategic Focus
FY27	Selection Priorities • Analyze demographics and order books that cater to student needs • Collaborate with teachers on academic needs • Purchase reviewed and popular titles in fiction/graphic novels
	Inventory and Deselection (Weeding) Focus 1) Inventory Graphic Novels 2) Weed damaged Books 3) Review circulation statistics to determine books that are popular/extra copies needed
FY28	Selection Priorities

	• Collaborate with teachers on nonfiction/database needs • Purchase popular fiction/graphic novels • Cater collection to student/teacher needs
	Inventory and Deselection (Weeding) Priorities 1) Inventory Nonfiction 2) Weed damaged Books 3) Weed books that are not being circulated
FY29	Selection Priorities • Analyze demographics and order books that cater to student needs • Collaborate with teachers on academic needs • Purchase reviewed and popular titles in fiction/graphic novels
	Inventory and Deselection (Weeding) Priorities 1) Inventory Fiction 2) Weed damaged Books 3) Weed books that are not being circulated

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)