



LAKE WORTH TROJANS

Lake Worth Community High School

FY27 Collection Development Plan

William A. Hollis II

Certified Educational Media Specialist

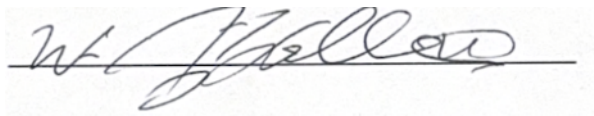
Signature Page

Lake Worth Community High School
FY27 Collection Development Plan

Date Approved by Administration: 4/28/2026

Media Specialist Name: William A. Hollis II

Media Specialist Signature:

A handwritten signature in black ink, appearing to read "W. A. Hollis II", written over a horizontal line.

Principal Name: Elena Villani

Principal Signature:

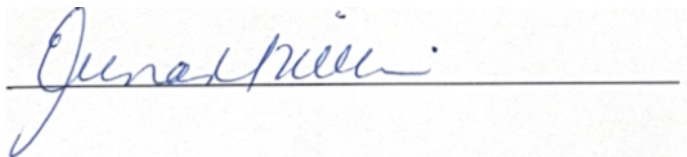
A handwritten signature in blue ink, appearing to read "Elena Villani", written over a horizontal line.

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Purpose of Collection Development Plan

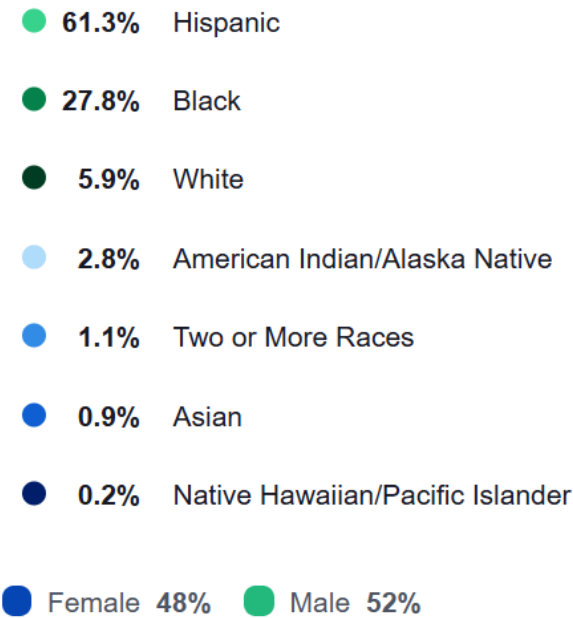
This Collection Development Plan serves as the school's official guide for the selection, acquisition, maintenance, and management of library media resources. Its purpose is to ensure that the collection supports the school’s curriculum and instructional goals while strictly adhering to the statutory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

Background Statement & School Community

As of April, 2026, Lake Worth Community High School serves students in grades 9-12 and has a population of 2,601. Per U.S. News and World Report, our demographics are as follows:

Source:
<https://www.usnews.com/education/best-high-schools/florida/districts/the-school-district-of-palm-beach-county/lake-worth-high-school-5382>

Student Demographics



Total Economically Disadvantaged (% of total) ?	65%
Free Lunch Program (% of total) ?	61%
Reduced-Price Lunch Program (% of total) ?	4%

LWCHS also offers the following choice programs:

- 3DE by Junior Achievement
 - Air Force JROTC
- Biomedical Sciences
 - Criminal Justice
 - Culinary Arts
 - Drafting and Design
- Early Childhood Teacher Education
- Medical Sciences - Pre-Medicine

School Mission Statement

The School District of Palm Beach County and Lake Worth Community High School is committed to providing a world-class education with excellence and equity to empower each student to reach his or her highest potential with the most effective staff to foster the knowledge, skills, and ethics required for responsible citizenship and productive careers.

Media Center Mission Statement

Lake Worth Community High School Library Media Center strives to increase literacy development for all students in reading, writing, listening, speaking, viewing, and presenting. The Library Media Center seeks to promote lifelong, self-motivated readers and learners who live and participate in a democratic society.

We encourage our students, parents, and school staff to read, explore and discover the Library Media Center.

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

Our library program is on a fixed schedule and we are open from 7:00 am to 3:00 pm. In addition to our typical Media Center functions, we also support the distribution of textbooks and chromebooks and we also assist with testing as needed. Our space is often utilized for class relocations as well as guest speakers for events such as college admissions presentations.

The program also supports school initiatives and provides a collaborative space for inquiry and research.

Goals and Objectives

- *Goal 1: Grow the MackinVia eBook and Audiobook Collection*
 - *Use data from a needs assessment to inform MackinVia Ebook and audiobook selections*
 - *Purchase up-to-date ebooks and audiobooks that relate to the needs and interests of the student population in FY27*
- *Goal 2: At the earliest faculty meeting of the new school year, the Media Specialist will:*
 - *Encourage teachers to utilize Media Center resources to supplement lessons and curriculum*
 - *Present customized lessons to be delivered and graded by the Media Specialist to equip students with tools to successfully pursue various postsecondary options*
- *Goal 3: Successfully place and submit order to utilize state-allocated 3070 funds by November 1st, 2026*
- *Goal 4: Attend at least one Student Advisory Council (SAC) meeting per semester to maintain best practice and support the overall mission of LWCHS,*

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.

<i>School-based Operating Budget</i>	<i>Budget FY26</i>	<i>Projected FY27 Budget</i>
<i>Account 551100 - Media Supplies</i>	<i>\$1,400</i>	<i>\$1,500</i>
<i>Account 553420 - Media Subscriptions (Periodicals-Newspapers)</i>	<i>\$400</i>	<i>\$500</i>
<i>Account 561100 - Library Books</i>	<i>\$3,300</i>	<i>\$3,400</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>\$2,200</i>	<i>\$2,500</i>
<i>State Media Allocation</i>	<i>FY26</i>	<i>Projected FY27</i>
<i>Account 561100 (program 3070) - Media Books</i>	<i>\$5,260</i>	<i>\$5,000</i>

Purchasing Plan FY27

Purpose	Amount
Supplies	\$2,500
Books	\$2,000
Technology	\$500
Total:	\$5,000

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, Periodicals (Magazines/Newspapers), Professional Collection.
- Digital: eBooks, Digital Audiobooks, 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.

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: [Number] 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

The selection policies and evaluation criteria of our Media Center are based upon School District of Palm Beach County (SDPBC) Policy 8.12. Specifically, the following excerpt from SDPBC Policy 8.12 is used as a basis for selection of material:

A choice of materials that support the instructional program and promote reading shall be available to students and professional staff to allow for varying achievement levels, interests, and teaching/learning styles. 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.

Our Media Center also utilizes specific reviewing tools such as the School Library Journal to maintain best practices and ensure that we implement a critical thinking process that adheres to School Board Policy

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.

			
9,861 Items in the Collection	4.5 Items per Student	37% Fiction Titles in the Collection	43% 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.			
	2005 Average Age of the Collection	71% Aged Titles	4% 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.	
			
45% Representative Titles in Collection	2005 Representative Titles Average Age	35% SLL Titles in Collection	2008 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	71	2012
Philosophy & Psychology	161	2001
Religion	187	1997
Social Sciences	1,149	2005
Language	161	1999
Science	353	2004
Technology	346	2008
Arts & Recreation	844	2008
Literature	322	2002
History & Geography	671	2000
Biography	1,232	1999
Easy	147	1995
General Fiction	3,629	2007
Graphic Novels	482	2010

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.

2027

Biography/Social Sciences/Arts and Recreation

2028

Computer/Science/Philosophy/Psychology/Religion/Language/Science/Technology

2029

General Fiction/Literature/Easy/Graphic Novels

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:

Call numbers are as follows:

Nonfiction: 000 - 999

Biographies: 920

Fiction: F

Professional Library: PRO

Fiction is genrefied by subject using colored spine labels. Biographies are filed by Subject Last Name. Graphic Novels are separated into their own section, Spanish and Creole titles are labeled with green stickers labeled "S" and "C" respectively

Lost or Damaged Library Materials

Our Media Center charges 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 Professional/Reference, Biography
	Inventory and Deselection (Weeding) Focus 1) Professional/Reference, Biography 2) PRO, 92
FY28	Selection Priorities Non-Fiction, Graphic Novels
	Inventory and Deselection (Weeding) Priorities 1) Non-Fiction, Graphic Novels 2) 000-300, 741
FY29	Selection Priorities Technology, Social Sciences, Literature
	Inventory and Deselection (Weeding) Priorities 1) Fiction General Fiction, Easy, Story Collection, Graphic Novels. 2) F, 710-720

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)