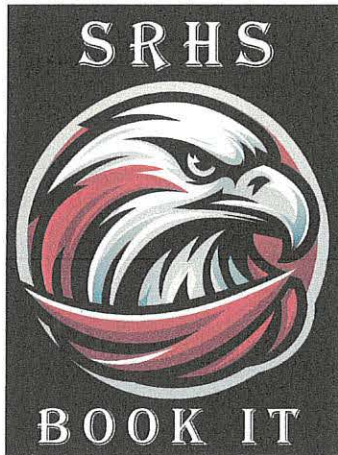




**Seminole Ridge High School
FY27 Collection Development Plan**

**Lora Weber, BBA, M.Ed., MLIS
Certified Educational Media Specialist**

Signature Page

Seminole Ridge High School
FY27 Collection Development Plan

Date Approved by Administration: 3/27/26

Media Specialist Name: Lora L. Weber

Media Specialist Signature: Lora L. Weber 3/27/26

Principal Name: Robert B. Hatcher

Principal Signature: Robert B. Hatcher

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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 patrons of the Seminole Ridge High School Media Center are students in grades 9-12, as well as the faculty and staff of Seminole Ridge High School. As of October 2025, SRHS had an enrollment of 2278 students, male (53%) and female (47%). They represent diverse ethnic, White (40%), Black (17%), Hispanic (36%), Asian (3%), American Indian (0%), Multi Race (3%) and economic backgrounds, Free and Reduced Lunch (58%).

In addition, the Seminole Ridge Media Center supports the unique curricular needs of the *Army JROTC*, *Biotechnology Magnet program*, *Construction Academy*, *Medical Science*, *Automotive Service Academy*, *Instructional Technology Academy*, *Television and Film Production Academy*, *Technical Design Drafting Drafting Program*, *Health Science Anatomy & Physiology Honors*, *AVID*, *ESE*, *AICE*, *AP* and *ELL* classes.

School Mission Statement

Our mission is to engage all students in a superior education through which they may achieve their highest potential.

Media Center Mission Statement

The library/media center's mission is to ensure that students and staff are effective users of ideas and information. The program equips users with diverse information resources and skills to assess, process, and apply information to problems and decisions, thereby helping them make meaning of a rapidly changing world.

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 as needed and/or requested to support academic standards and digital literacy. The library media center is open every school day 7:00 am - 3:15 pm (school hours are 7:24 am -2:50 pm). All teachers are encouraged to schedule time for their classes as needed. Students are welcome anytime during open hours. The program supports special school initiatives such as Teens Read, the

annual Ridge Reading Race, and Book It! (a school wide extra credit reading program which encourages students to read) and it provides a collaborative space for inquiry and research.

Goals and Objectives

Goal 1 - Support the District's goal of College and Career Ready Students.

- Continue adding up-to-date SAT & ACT study guides.
- Continue adding up-to-date AP study guides.

Goal 2 - Continuation of the SRHS school wide reading program Book It.

- Promote the new Book It program through the classrooms and WSRH News.
- Keep developing the Book It Quiz List.
- Relabel all books with quizzes in the new quiz program.

Goal 3 - Increase the number of students visiting the media center.

- Promote the newly remodeled media center once it's completed.
- Create a makeshift media center so students will still have some access during the remodel.

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>\$2019</i>	<i>\$2019</i>
<i>Account 553420 - Media Subscriptions (Periodicals-Newspapers)</i>	<i>\$21</i>	<i>\$21</i>
<i>Account 561100 - Library Books</i>	<i>\$1999</i>	<i>\$1999</i>
<i>Account 562230 - Media A/V Equipment</i>	<i>\$1798</i>	<i>\$1798</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 - 5-1700.00</i>	<i>\$6000</i>	<i>\$6000</i>
<i>Media Center Internal Account Replacement ID Lanyard Fundraiser - 5-1700.01</i>	<i>\$12,800</i>	<i>\$12,000</i>
<i>State Media Allocation</i>	<i>FY26</i>	<i>Projected FY27</i>
<i>Account 561100 (program 3070) - Media Books</i>	<i>\$4598</i>	<i>\$4598</i>

Purchasing Plan FY27

Purpose	Amount
Books	\$6000
Supplies	\$4000
Periodicals	\$500
Research Programs i.e. NoodleTools	\$4700
ReadnQuiz	\$4300
Reading Incentives/ Prizes	\$1200
Total:	\$20,700

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.
- Digital: eBooks, Digital Audiobooks, Online Databases, purchased by the District, and NoodleTools, purchased by Seminole Ridge, Periodicals (Magazines/Newspapers).
- Audiovisual: DVDs (Educational Use Only).

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 Licenses:

- NoodleTools
- Read n Quiz

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: 32 Desktop Student Workstations.
- Classroom Technology: Interactive Flat Panel, Document Camera, Sound System.

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, Laptop Chargers, charger stations.
- Peripherals: Headphones.

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 of library media center materials follows SDPBC Policy 8.12. Also, the needs of the school based on the curriculum and of the existing collection are given consideration. In assessing the needs of the collection, it is necessary to:

1. Conduct a yearly inventory of the collection to determine replacements, missing items, and other needs per Board Policy 8.12(5).
 - a. Fiction, Non-fiction, Biographies, Teens Read, Graphic Novels, College & Career Ready, Literary, Class Sets, Quick Reads, Easy and Languages will be inventoried yearly
 - b. DVDs and the Professional Library will be inventoried every three years. Due in FY29
2. Identify collection needs based upon experience and training
 - a. Review the state standards to determine the curriculum covered in each subject
 - b. Review the state standards to determine adequacy of current library media materials
 - c. Keep an on-going topic list of areas needing additional resources
3. Involve staff and students in identifying needs
 - a. Ask the staff to provide specific titles or a list of topics for which resources are needed
 - b. Develop procedures for periodic review of the collection by users, such as:
 - i. Survey teachers at the conclusion of a research project to determine adequacy and relevancy of materials
 - ii. Solicit reviews of library/media materials by staff and students
 - iii. Survey staff and students periodically to determine what types of materials they would like to see added to the collection, such as informational materials, curricular materials, and pleasure reading materials
4. Select materials that are appropriate for the patrons and have a minimum of two favorable reviews from professional sources, such as Kirkus, Horn Book Guide, Booklist, Publisher's Weekly, School Library Journal, etc.

Criteria for Selection

1. **All book selections** must meet these criteria:
 - a. Free of pornography and material prohibited under Florida Statute 847.012 [harmful to minors].
 - b. Suited to student needs and their ability to comprehend the material presented.
 - c. The content is to be appropriate for the grade level and age group for which the materials are used or made available. The District shall rely on any State Board of Education Rules, if they exist, to determine what is age appropriate.

2. In developing library media center collections consultation of reputable, professionally recognized reviewing periodicals is required, if available, after a documented diligent search.
3. These periodicals are print or non-print media including video footage that have been favorably reviewed by two or more professional sources, if available, after a documented diligent search, such as a School Library Journal, Horn Book, Booklist, Association for Library Service to Children, Kirkus, Young Adult Library Services Association, and/or Children's Catalog.
4. Library media center collections will be based on reader interest, support of state academic standards and aligned curriculum, and the academic needs of students and faculty.
5. Subject to the required statutory criteria stated above, additional selection criteria apply:
 - a. 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" (<https://www.ala.org/advocacy/intfreedom/librarybill>) of the American Library Association ("ALA"), State Statute, 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 plan.
 - b. The "Library Bill of Rights" referenced herein is to be used as a suggested guideline. To the extent that there are inconsistencies between the guidelines in the "Library Bill of Rights" and State Statute, or District policy, State Statute and District policy shall take precedence and shall govern the selection, retention and disposition criteria of library media materials for library media centers and classrooms.
 - c. Selection of materials shall also be consistent with the provisions in the School Board's collective bargaining agreement with CTA relating to academic freedom and responsibilities--Article II, Section K--to the extent those provisions are applicable.
 - d. Moreover, consistent with Fla. Stat. § 1006.28 (2) (a) 2, library media materials must be suited to student needs and their ability to comprehend the material presented.
 - e. Any library media material containing pornography or otherwise prohibited by Fla Stat. § 847.012 as harmful to minors may not be used or made available within any public school.
 - f. The materials selected for schools are intended to support instruction, promote reading, further the pursuit of knowledge through research and exploration, and provide information literacy experiences of educational significance for class groups, individual students, teachers and administrators. Within budgetary constraints, the intent is to provide an adequate number and range of library media materials and resources in a variety of formats that are appropriate, timely, and essential to the attainment of specified educational objectives subject to District policy. Library media materials are to represent the diverse cultures, ethnic groups, languages and religious beliefs of the community and that are free of bias, stereotypes, distortions, and prejudices.
 - g. *Within budgetary constraints, collections shall contain a comprehensive collection of materials and equipment, in a variety of media formats that are accessible to students during the school day, to:*
 - i. Promote the development of lifelong reading habits and information literacy skills in students;
 - ii. Provide a broad background of information resources in areas of knowledge;
 - iii. Support the general educational goals of the District and the objectives of specific courses, ~~including materials that represent diverse points of view in order that young citizens may develop, under guidance, the practice of critical analysis of media and intellectual integrity in forming judgments;~~
 - iv. Meet the personal needs and interests of students, including materials that: nurture the development of recreational reading/listening/ viewing, cultural appreciation, and aesthetic values;

represent the many religious, racial, ethnic, linguistic, and cultural groups in our society and reflect their contributions to the heritage and culture of our civilization; foster respect for the diverse roles available to women and men in today's society; and provide access to materials in heritage language as stipulated by the META agreement.

v. Support the professional needs of teachers and administrators; and

vi. Introduce new instructional technologies into the learning environment.

h. Other criteria to consider in the selection process include:

i. EDUCATIONAL SIGNIFICANCE. -- Material is valuable to an individual course of study or to the library media collection; the degree to which the material would be supplemented and explained by mature classroom instruction.

ii. APPROPRIATENESS. -- Material is geared to the age, maturity, diverse interests, and learning levels of students for whom it is intended. Reading levels and Lexiles are considered to provide a range of material that challenges the student and guides their selection process.

iii. ACCURACY. -- Nonfiction information is correct, recent, and objective.

iv. LITERARY MERIT. -- Fiction that has a noteworthy plot, setting, characterization, style and theme.

v. SCOPE. -- Content is covered adequately to achieve its intended purpose.

vi. AUTHORITY. -- The author, editor, or producer has a superior reputation for producing materials of this nature.

vii. SPECIAL FEATURES. -- The item has maps, charts, graphs, glossaries, and/or other learning aids that support the content, are unique or are valuable.

viii. TRANSLATION INTEGRITY. -- Material translated from one language to another maintains the stylistic characteristics of the original. ARRANGEMENT. -- Concepts are presented in a logical sequence and in a way that assures learning.

ix. TREATMENT. -- Typeset, visuals, style, and/or medium captures and holds the student's attention.

x. TECHNICAL QUALITY. -- Sound is clear and audible; visuals project clearly.

xi. AESTHETIC QUALITY. -- Material is superior to similar items in attractiveness and presentation of content.

xii. POTENTIAL DEMAND. -- Item has particular timeliness or popular appeal.

xiii. DURABILITY. -- Material has the potential for frequent use or is of a nature that it will be considered consumable.

xiv. COPYRIGHT. -- Library media materials used in a school shall be procured and used in accordance with federal, state and District copyright laws, rules, and policies as referenced in School

Board Policy 8.121.

xv. GRAPHIC NOVELS AND PERIODICALS. -- In addition to the above criteria, all pictures are to be reviewed for appropriateness prior to placing the graphic novel or periodicals into circulation.

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

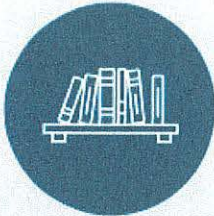
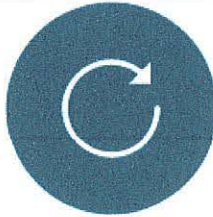
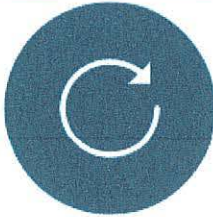
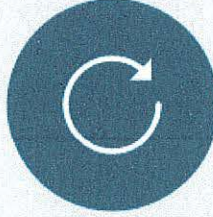
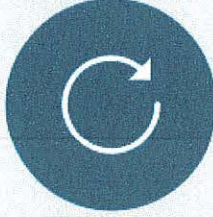
The School District Library Media Services Department supports school-based library media center personnel and establishes uniform policies and procedures for school library media centers throughout the District. These services include, but are not limited to:

- 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.

			
10,477 Items in the Collection	4.2 Items per Student	60% Fiction Titles in the Collection	27% 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.			
	2010 Average Age of the Collection	50% Aged Titles	6% 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.	
			
49% Representative Titles in Collection	2010 Representative Titles Average Age	54% SLL Titles in Collection	2011 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	11	2008
Philosophy & Psychology	40	2005

Religion	34	2003
Social Sciences	347	2005
Language	53	2010
Science	182	2004
Technology	173	2005
Arts & Recreation	209	2004
Literature	251	2002
History & Geography	510	2003
Biography	464	2006
Easy	339	2004
General Fiction	6135	2012
Graphic Novels	507	2013

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.

Inventory rotation plan:

FY27 - Fiction, Non-fiction, Languages, Graphic Novels, Teens Read, Quick Reads, Test Prep, Easy, Literary

FY28 - Fiction, Non-fiction, Languages, Graphic Novels, Teens Read, Quick Reads, Test Prep, Easy, Literary

FY29 - Fiction, Non-fiction, Languages, Graphic Novels, Teens Read, Quick Reads, Test Prep, Easy, Literary, DVDs, Professional, Class Sets

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 collection has the following label systems:

- Fiction Genre Dots on the spine of the book:
 - Adventure - Blue
 - Fantasy - Purple
 - Historical Fiction - Orange
 - Horror - Gray
 - Mystery - Red
 - Relationships/Realism - Aqua
 - Romance - Pink
 - Science Fiction - Green
 - Sports - Yellow
- Special Section Labels on the front of the books:
 - Teens Read - shelved separately in main area
 - Languages - shelved separately in main area
 - Quick Reads - shelved separately in main area
 - Easy - shelved separately in media specialist's office
 - Literary - shelved separately in media specialist's office
 - Class Sets - shelved separately in media specialist's office
- Books that are part of a series, have a SERIES label on the spine and the book order numbered on the top right hand corner of the first page.
- Book It books are labeled with a custom SRHS Hawk Book It label on the top of the spine. The points label is on the inside back cover.

Lost or Damaged Library Materials

Students will not be charged late fines/fees for overdue library books. If a student has a damaged library book, the student should return it to the library and bring it to the library staff's attention. Library staff will do their best to repair the book. In accordance with Board Policy 2.21B(9), if the book is irreparable, then the student will be charged to replace the book.

In accordance with Board Policy 2.21B(9), if a student loses a library book, the student will be charged to replace the book. If the student subsequently finds the library book, the student should return the library book with the receipt to the library staff for a full refund.

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

General criteria for weeding a collection includes, but is not limited to the following:

- Materials not used for long periods of time
- Items that are in disrepair or are unattractive and cannot be rejuvenated
- Items that were lost or stolen and will not be replaced; thus they must be withdrawn
- Materials no longer of use in the curriculum
- Just plain mistakes
- Materials out of date
- Out of date technologies and their accompanying software
- Materials lacking authenticity

Materials that have been weeded will be disposed of by the following methods:

- Giving them to teachers for individual use, where appropriate (out of date material will not be placed in classrooms)
- Cannibalizing the materials for various instructional activities
- Forwarding them to the Department of Instructional Support Services for disposition

This is in accordance with School Policy 8.122(5).

As of March 2026, the entire library collection has been weeded except for Easy, DVDs and Professional Materials.

School Year	Strategic Focus
FY27	Selection Priorities • Teens Read books • Books in other languages • Test Prep books
	Inventory and Deselection (Weeding) Focus • Fiction, Non-fiction, Biographies, Teens Read, Graphic Novels, College & Career Ready, Literary, Class Sets, Quick Reads, Easy and Languages - Inventory • DVDs - Weed
FY28	Selection Priorities • Teens Read books • Books in other languages • Test Prep books
	Inventory and Deselection (Weeding) Priorities • Fiction, Non-fiction, Biographies, Teens Read, Graphic Novels, College & Career Ready, Literary, Class Sets, Quick Reads, Easy and Languages - Inventory • Professional Materials - Weed
FY29	Selection Priorities • Books in other languages • Test Prep books • Teens Read books

	Inventory and Deselection (Weeding) Priorities ● Fiction, Non-fiction, Biographies, Teens Read, Graphic Novels, College & Career Ready, Literary, Class Sets, Quick Reads, Easy and Languages - Inventory ● DVDs & Professional Materials - Inventory ● Easy Section - Weed
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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.

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