

FY27 COLLECTION DEVELOPMENT PLAN



William T. Dwyer High School FY27 Collection Development Plan

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Signature Page

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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 users of William T. Dwyer's Media Center includes 2,213 students from 9th through 12th grade, ages 14- 18, as well as faculty, and staff. The student population represents varied learners with culturally diverse ethnic and economic backgrounds. The demographic of the student population includes: 47% white, 26% black, 20% Hispanic, 20% English Language Learners (ELL), 17% Exceptional Student Education (ESE) and 41% Free/Reduced lunch. Spanish is the predominant language among our ELL population followed by Haitian-Creole, Vietnamese and French. Other small percentages of student languages are Ukrainian, Russian, Arabic, and Chinese.

William T. Dwyer offers five choice programs: Academy of Finance, Early Childhood Education, Culinary Arts, Construction and the International Baccalaureate Program. Dwyer High School has an Advancement Via Individual Determination Program (AVID) that helps to prepare students for college eligibility and future success. We also have a School-based Team (SBT) which supports student's mental health by giving more in depth assistance to those students who need additional resources.

School Mission Statement

The staff of William T. Dwyer 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

The Panther's Den at W. T. Dwyer High School's mission is to foster an inclusive, safe environment that supports school curriculum, stimulates intellectual curiosity and promotes inquiry. The Library Media Center is dedicated to encourage reading for pleasure, and to prepare students for future success by producing lifelong users of information resources.

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, and District stakeholders.

Library Program

The library media program operates on a flexible schedule to ensure equitable access for all students and accommodates teacher and staff requests for usage. It is expected to be open to the extent that the Media Specialist can control such matters that are at the discretion of school administration to be closed for testing and other school related activities. The Library Media Center provides classes the opportunity to work collaboratively in the five separate meeting room spaces. State law mandates that the front door be locked at all times. In the absence of a Media Clerk, access for students before school, during lunches and after school is limited. This year, I was assigned to make ID's at the Point of Entry from 7 AM until 8 AM and end my duty day at 2:30 PM which leaves the Media Center unstaffed during those time periods.

When the facility is closed, students may still access research and reference materials through the district-wide electronic databases as well as JSTOR purchased by the Library Media Center. Additional information can be found through the Panthers' Den Virtual Library at:

<https://sites.google.com/palmbeachschools.org/wtdhsmidiacenter/home>

Research and reference presentations are given to all IB and AICE classes to support their research process for their academic papers, Extended Essays and Internal Assessments. Information is delivered both in person and digitally about state, district and school purchased databases. These research presentations are also available to all teachers for their classes and are scheduled by the Media Specialist

In addition, students are given the opportunity to request a SELFIN One Card (Southeast Florida Library Information Network) which provides them access to local college libraries in order to use their databases, information and books. All higher-level students are given the opportunity to sign up for the FLA-PASS (Florida Library Access Pass for Accelerated Secondary Students) which provides them access to all available college level databases when doing their research.

Goals and Objectives

Goal #1: Create inviting space in the meeting rooms

- Take down empty shelves
- Display student work

Goal #2: Weed Nonfiction and Biography titles and purchase up-to-date books

- Identify older titles through Titlewave analysis
- Identify subject areas requiring newer information
- Purchase up-to-date Nonfiction titles

Goal #3: Weed old supplies, materials and textbooks

- Send all off adoption textbooks back to the district
- Organize, clean and throw out not needed items in textbook room
- Dispose of old, out of date materials in all areas of the Library Media Center

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>	\$2,131	\$2,100
<i>Account 553420 - Media Subscriptions (Periodicals-Newspapers)</i>	N/A	N/A
<i>Account 561100 - Library Books</i>	\$475	\$475
<i>Account 562230 - Media A/V Equipment</i>	N/A	N/A
<i>Account 564220 - Furn-Fix/Equip</i>	N/A	N/A
<i>Fundraising and/or Grants</i>	N/A	N/A
<i>Media Center Internal Account number for your grant(s) (get this from your bookkeeper)</i>	\$1,986	\$1,986
<i>State Media Allocation</i>	N/A	N/A
<i>Account 561100 (program 3070) - Media Books</i>	\$4,356	\$4,356

Purchasing Plan FY27

Purpose	Amount
Library Books	\$4,500
Supplies	\$1,500
Database Subscriptions	\$1,800
Total:	\$7,800

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
- Digital: eBooks, Online Databases (District and Site-Licensed).
- Audiovisual: DVDs (Educational Use Only)

Special Emphasis:

The Library Media Center maintains a large collection of Graphic Novels due to the popularity of Manga amongst our student population. Both regular and high interest Fiction titles are available to support the needs of all students. There is an easy section of books available for our pre-school program and for ESE students. Nonfiction titles are selected to support our choice programs: Finance, Early Childhood, Construction, Culinary and the International Baccalaureate programs. There is a World Language section with novels written in Spanish and French to support our IB curriculum.

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:

The Library Media Center purchases the database JSTOR (Journal Storage), which is used by our students for their research papers, specially for IB students writing their Extended Essays and Internal Assessments. This resource is vetted by the School District and renewed annually.

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:

- Classroom Technology: Interactive Flat Panel screens in four meeting rooms used for collaborative work, two document cameras, one Smart Board and Sound System.

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

According to the School Board Selection Policy 8.12, William T. Dwyer's Library Media Center materials are selected thoughtfully and systematically. The materials are evaluated according to their aesthetic merit, literary importance, social value, appropriateness to student age, suitability to emotional maturity as well as relevance to curriculum. Other factors that are considered in the final decision to purchase new materials include their educational significance, recent publication date, value to the collection as a whole, the relationship to the interests of students and the curriculum course of study offered at Dwyer High School. Before library materials are purchased, they must be evaluated by a certified Media Specialist, have at least two positive reviews and be appropriate for the age group served. Reputable, unbiased, professional reviewing sources used for selection may include but are not limited to: Kirkus, School Library Journal, Booklist and Horn Book Guide.

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:

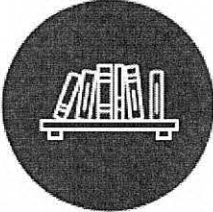
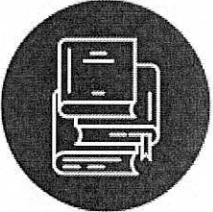
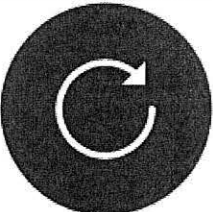
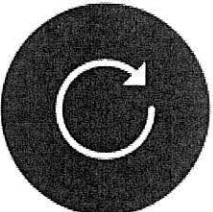
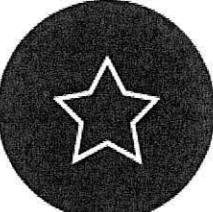
- Maintaining a professional library collection to assist with recertification and knowledge acquisition on education-related topics;
- Managing the online catalog, including the library inventory and circulation software;

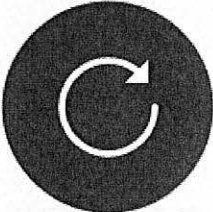
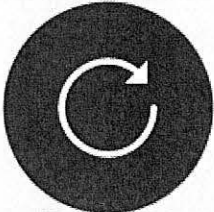
- Selecting and making accessible online information databases for reference and research;
- Providing guidance and training to school library media staff in program planning, curriculum development, budget, technology, collection maintenance, facility use, and media production;
- Participating in inter-departmental 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.

			
8,220 Items in the Collection	3.7 Items per Student	37% Fiction Titles in the Collection	54% 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	61% 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.	

			
41% Representative Titles in Collection	2005 Representative Titles Average Age	30% SLL Titles in Collection	2010 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	33	2008
Philosophy & Psychology	86	2000
Religion	86	1998
Social Sciences	554	2007
Language	80	2005
Science	270	1998
Technology	277	2000
Arts & Recreation	1,745	2012
Literature	466	1995
History & Geography	801	1996
Biography	726	1997
Easy	21	2012
General Fiction	3,045	2008
Graphic Novels	1,455	2014

Gifts and Donations

Any books gifted or donated to the school must meet the same selection criteria as all other materials. No materials will be added to the collection if they are outdated or age-inappropriate, even if they were donated. All gifts and donations must follow the same processes as new book orders.

Collection Maintenance

Inventory and Weeding Cycle:

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

FY 21: Fiction and Nonfiction

FY 22: Nonfiction

FY 23: Graphic Novels and Biography

FY 24: Fiction and Easy- Inventory not completed due to remodel

FY 25: Entire collection due to no inventory in previous year

FY 26: Fiction and Easy

FY 27: Graphic Novels and Biography

FY 28: Nonfiction

FY 29: Fiction and Easy

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:

Titles are labeled and arranged in Destiny (the electronic card catalog) according to the following genres:

Adventure, Biography, Classics, Dystopian, Easy, Fantasy, Graphic Novels, Historical Fiction, Horror, Humor, Mystery and Suspense, Nonfiction, Realistic Fiction, Romance, Sci-Fi, Sports, Supernatural, World Language and Young Adult.

The main genre labels which correspond to the sublocation in Destiny are placed at the top of the spine label. Other identifying labels, such as African American, Multi Cultural, Verse Novel, YA, High Interest and LGBTQ are placed at the bottom of the spine label to help students know more about the book, but it is not the assigned genre in Destiny. More mature themes are labeled with a YA sticker underneath the spine level. This system is in place so that students have additional information about the book's theme instead of having to rely on Destiny. Graphic novels are arranged by the series title with signs on the book shelves. Biographies are shelved by the subject's last name. The Easy section is arranged alphabetically by the author's last name.

Weeding of materials and resources is essential for the maintenance of a healthy reading, research, and reference Library Media collection. Weeding is a form of quality control of the collection in which outdated, inaccurate, worn-out, older materials are discarded from Destiny and physically removed from the library collection. The Library Media Specialist is responsible for the on-going maintenance of a quality collection which includes the procurement of new materials and the removal of outdated items. Input is taken into consideration to assist in the evaluation and systematic deleting of materials and equipment to ensure that the collection represents user needs, changing curriculum and advancing technology. In coordinating this process, the Media Specialist will follow objective criteria for removing materials and equipment from the Library Media Center which include obsolescence, physical age and condition, and general inapplicability for continued inclusion in the existing collection.

Lost or Damaged Library Materials

William T. Dwyer's Library Media Center does not assign fines for overdue, lost or damaged library books. It is the belief of the library that students should be encouraged to enjoy reading without reluctance to check out books in fear of a monetary obligation to be fulfilled in order to graduate. Every attempt to get library books back is made by sending out overdue notices and during Senior Checkout. It is further believed that library books not returned are still in the hands of students which encourages reading. This is an adjustment to School Board Policy 2.21B (9) which states that students are to pay for, replace or repair any district property.

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

School Year	Strategic Focus
FY27	Selection Priorities ● Renew JSTOR ● Select Biography titles to purchase ● Purchase Graphic Novels to add to existing series ● Select Fiction titles to purchase
	Inventory and Deselection (Weeding) Focus ● Inventory Biographies and Graphic Novels ● Weed Biographies ● Weed Graphic Novels
FY28	Selection Priorities ● Renew JSTOR ● Select Nonfiction titles to purchase ● Select Graphic Novels to purchase ● Select Fiction titles to purchase
	Inventory and Deselection (Weeding) Priorities ● Inventory Nonfiction ● Weed Nonfiction
FY29	Selection Priorities ● Renew JSTOR ● Select fiction titles to purchase

	• Select Graphic Novels to purchase
	Inventory and Deselection (Weeding) Priorities • Inventory Fiction (General Fiction and Easy). • Weed Fiction and Easy

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)