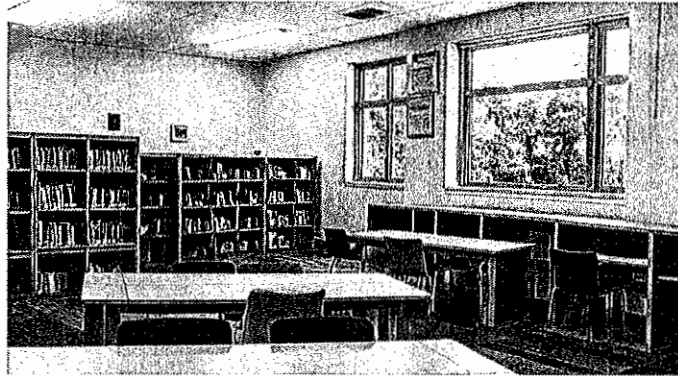


FY27 COLLECTION DEVELOPMENT PLAN



Don Estridge High Tech Middle School FY27 Collection Development Plan

Risa Bender
Educational Media Specialist

Signature Page

Don Estridge High Tech Middle School
FY27 Collection Development Plan

Date Approved by Administration: <<put the date your principal signed the plan here>>

Media Specialist Name: Risa Bender

Media Specialist Signature: 

Principal Name: Seth Moldovan

Principal Signature:  4/13/26

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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 current enrollment at Don Estridge High Tech Middle School is 1249 students. The Don Estridge Media Center services sixth through eighth grade students, faculty and staff, and parents. According to the Gold Report, approximately 50% of the student population is White, 15% is Black, and 21% is Hispanic. Our students speak a variety of languages including, but not limited to: English, Spanish, Portuguese, Russian, Haitian-Creole, French, German, and Hebrew. Approximately 36% of students qualify for free or reduced lunch. The media center seeks to ensure that resources are available to meet the needs of culturally diverse students.

Our school is a "high tech" school and provides industry certifications in Digital Discoveries in Society and Web Foundations Associates. Don Estridge also teaches beginning and advanced robotics. We also have a robotics team, drones club, and a gaming club. The library media center's goal is to support these special curriculum areas with resources in the media center and make purchases based on those specific areas of focus.

School Mission Statement

The faculty of Don Estridge High Tech Middle School is committed to providing a world-class education along with a safe and nurturing environment that includes a rigorous technology infused curriculum to ensure that all students become responsible and productive life-long learners

Media Center Mission Statement

The mission of the media program is to provide an all inclusive space that empowers learners to explore and discover while supporting, complementing, and expanding the instructional program of Don Estridge High Tech Middle School. The media program also provides free and open access to all information resources to all members of the school community. Using local, national and international sources of information and collaboration vital to intellectual inquiry and growth in a democratic society, the Don Estridge High Tech Middle School media program is designed to help students function successfully in our technological society and to fulfill life-long learning needs.

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 at Don Estridge High Tech Middle School operates on a flexible schedule to ensure equitable access for all students. Instruction is provided as needed to support academic standards and digital literacy. The program supports special school initiatives such as Battle of the Books, Celebrate Literacy Month, Read Across America, National Poetry Month, Black History Month, Hispanic Heritage Month, Women's History Month, Autism Awareness Month, and International Literacy Day. Our library also welcomes guest speakers educating students on topics including, but not limited to The Holocaust and Black History Month and provides a collaborative space for inquiry and research.

Goals and Objectives

The Media Center participates in Goals and Objectives

Goal 1: Strengthen Information Literacy and Research Skills

- Objective 1: Teach students how to locate, evaluate, and use age-appropriate print and digital resources for class assignments
- Objective 2: Provide instruction on basic research skills, including note-taking, citing sources, and avoiding plagiarism.
- Objective 3: Collaborate with teachers to design projects that incorporate guided research and critical thinking

Goal 2: Foster a Love of Reading and Independent Learning

- Objective 1: Promote reading through book talks, themed displays, reading challenges, and student book clubs
- Objective 2: Build a diverse and engaging collection that reflects middle school interests, reading levels, and identities
- Objective 3: Support students in selecting books that match their interests and help them grow as readers

Goal 3: Encourage Responsible Technology Use and Digital Citizenship

- Objective 1: Provide access to devices and digital tools that support learning, creativity, and collaboration
- Objective 2: Teach students responsible online behavior, including internet safety, privacy, and respectful communication
- Objective 3: Guide students in using technology for research, presentations, and multimedia projects

Budget and Funding

DEHTMS Library Media Center is given a school-based operating budget at the beginning of every school year. The administrative team uses a formula in order to disperse the appropriated funds. It is expected that the budget for SY26 will be similar to the school year of SY27 budget line is as follows:

In the FY26 budget column, replace the amounts with your actual budget obtained from your bookkeeper. The FY27 Projected Budget column can contain the same dollar amounts as FY26.

<i>School-based Operating Budget</i>	<i>Budget FY26</i>	<i>Projected FY27 Budget</i>
<i>Account 551100 - Media Supplies</i>	<i>\$827</i>	<i>\$600</i>
<i>Account 553420 - Media Subscriptions (Periodicals-Newspapers)</i>	<i>\$574</i>	<i>\$570</i>
<i>Account 561100 - Library Books</i>	<i>\$957</i>	<i>\$950</i>
<i>Account 562230 - Media A/V Equipment</i>	<i>\$574</i>	<i>\$500</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>\$157.24</i>	<i>\$700</i>
<i>State Media Allocation</i>	<i>FY26</i>	<i>Projected FY27</i>
<i>Account 561100 (program 3070) - Media Books</i>	<i>\$3250</i>	<i>\$3000</i>

Purchasing Plan FY27

Purpose	Amount
books	\$3000
supplies for spacemakers	\$500
Adobe Renewal	\$718.50
Cameras	\$300
Total:	\$4518.50

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).
- Audiovisual: DVDs (Educational Use Only), Manipulatives/Realia.

Special Emphasis:

The collection at Don Estridge High Tech Middle School will include non-fiction books that support technology and careers in technology, as Don Estridge is a high tech middle school and our focus is on STEM. To address the needs of students with reading devices, books will be made available in e-book format as well

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:

As a high tech middle school, Don Estridge purchases the licenses for Adobe Premier and LanSchool for teacher and student use.

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.

[INSTRUCTIONS: Review the list below. Delete any items that are **not available** in your facility. Keep the rest, and **change the text color to black.**]

Instructional Area:

- Desktop Student Workstation for research and printing
- Classroom Technology: Interactive Flat Panel, Document Camera, Sound System.
- Makerspace: 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, iPads/Tablets (for Student/Staff Checkout)
- 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.

Selection and Evaluation Criteria

At Don Estridge, the media specialist takes the selection and evaluation of materials being purchased for the school community very seriously. Any new material selected and placed on a purchase list must go through an evaluation process. Please review School Board Policy 8.12 on the selection of Library Media Center materials. It is our goal to ensure our school policies are in line with the policies of the district.

The Library Media Center is dedicated to designing and maintaining a library media program that supports, complements, and expands the instructional program of the school. The library media staff will:

- provide 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 which promotes inquiry
- stimulate intellectual curiosity
- encourage pleasure reading
- develop diverse interests for the enjoyment of life-long learning
- provide and promote instruction to prepare students to become independent users of libraries and information resources.

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

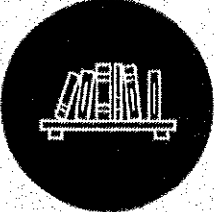
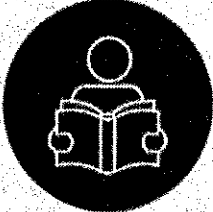
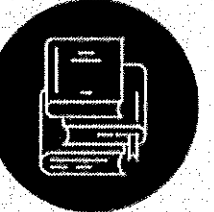
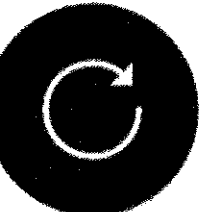
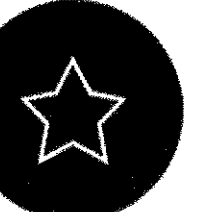
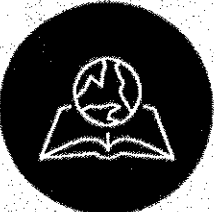
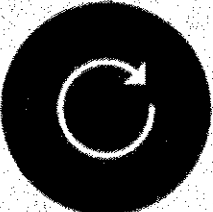
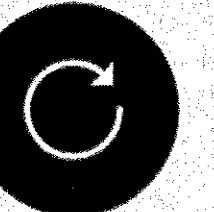
The School District Library Media Services Department supports school-based library media center personnel and establishes uniform policies and procedures for school library media centers throughout the District. These services include, but are not limited to:

- 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.

			
8,146 Items in the Collection	6.5 Items per Student	42% Fiction Titles in the Collection	44% Percent of nonfiction in the collection
Library media resources are curated to include recently published works and classics that rightfully impact the average age of the collection.			
	2004 Average Age of the Collection	84% Aged Titles	2% Newer than 5 Years
Library media resources should be representative of the school.		Skills for Lifelong Learning (SLL) library media resources can contribute to character development.	
			
34% Representative Titles in Collection	2006 Representative Titles Average Age	37% SLL Titles in Collection	2005 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	55	2008
Philosophy & Psychology	19	2005

Religion	51	2004
Social Sciences	426	2004
Language	9	2001
Science	423	2002
Technology	301	2004
Arts & Recreation	817	2003
Literature	268	2001
History & Geography	1197	2003
Biography	424	2005
Easy	8	1999
General Fiction	3436	2004
Graphic Novels (741.5) See Help document if needed	164	2009

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. Our next three rotations are FY27 - Biographies and Graphic Novels, FY28 - Non fiction, FY29 - Fiction, Reference.

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:

Our media center has a clear, consistent organizational system to allow for any staff member to maintain it without confusion. Our fiction section is typically generated by subject then filed alphabetically by author's last name within the correct genre. Nonfiction titles are filed numerically through use of the Dewey Decimal system and then alphabetically by author. Biographies are grouped together and placed on the shelves in alphabetical order by the subject's last name. Graphic novels are shelved together and organized by author's last name. New books are displayed until shelved.

Lost or Damaged Library Materials

Lost or damaged materials should be reported to a teacher, librarian, or administrative staff member as soon as the loss or damage occurs. Replacement costs can occur depending on multiple factors. New material, or material that must be replaced could require the full retail price of the item or a predetermined fee set by the school. There may be a deadline by which the replacement cost or fee must be paid. This deadline is usually communicated to the student or their parents/guardians. Consequences for failing to pay for lost or damaged materials within the specified timeframe could include restrictions on borrowing privileges, withholding of report cards, or not being able to participate in end of the year activities.

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

School Year	Strategic Focus
FY27	Selection Priorities
	Buying Goals: STEM topics, high interest non fiction
	Inventory and Deselection (Weeding) Focus 1) Nonfiction 000-599 and biographies 2) Biographies
FY28	Selection Priorities
	Buying Goals: Health and wellness, arts, sports
	Inventory and Deselection (Weeding) Priorities 1) Nonfiction 600-999 and graphic novels 2) Nonfiction
FY29	Selection Priorities
	Buying Goals: Graphic novels, easy
	Inventory and Deselection (Weeding) Priorities 1) Fiction (General Fiction, Easy, Story Collection, Graphic Novels). [Note: As this begins a new 3-year cycle, this focus mirrors the FY26 mandate.] 2) References

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)