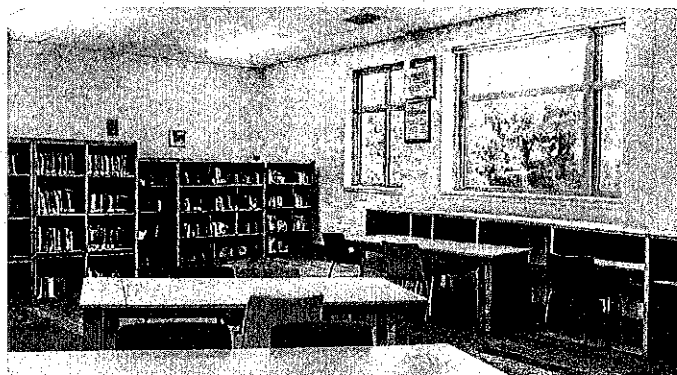


FY27 COLLECTION DEVELOPMENT PLAN



Lantana Community Middle School FY27 Collection Development Plan

Heather Allen

Educational Media Specialist

Signature Page

Lantana Community Middle School
FY27 Collection Development Plan

Date Approved by Administration: 5/8/26

Media Specialist Name: Heather Allen

Media Specialist Signature: Heather Allen

Principal Name: Edward Burke

Principal Signature: Edward Burke

Table of Contents

<u>Purpose Statement</u>	4
<u>Background Statement & School Community</u>	4
<u>School Mission Statement</u>	4
<u>Media Center Mission Statement</u>	4
<u>Responsibility for Collection Management Development</u>	4-5
<u>Library Program</u>	5
<u>Goals and Objectives</u>	5
<u>Budgeting and Funding</u>	6-7
<u>Scope of the Collection</u>	7-8
<u>Equipment</u>	8
<u>Collection Development</u>	8-9
<u>Selection Evaluation and Criteria</u>	9
<u>Analysis of the Collection</u>	10-11
<u>Gifts and Donations</u>	12
<u>Collection Maintenance</u>	12
<u>Lost or Damaged Library Materials</u>	12
<u>Strategic Focus – Weeding & Acquisitions</u>	13
<u>Reconsideration of Materials</u>	13
<u>Appendices</u>	14
<u>A - Library Bill of Rights</u>	15
<u>B - ALA Intellectual Freedom Statement</u>	16-17
<u>C - Board Policy 8.12</u>	18-19
<u>D - Board Policy 8.1205</u>	20-21
<u>E - Specific Material Objection Form</u>	22

Purpose of Collection Development Policy

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

Lantana Community Middle School was established in 1963. It serves 719 students in grades 6-8. There are students of multiple ethnicities - African-American, Hispanic, and Caucasian, who speak English, Creole, Portuguese, and Spanish. The school offers several programs including Cambridge, Dance, Pre-Medical, Band and Pre-Teacher Academies.

School Mission Statement

The mission of Lantana Community Middle School is to create and maintain a positive, professional, and secure environment for all staff, students, and parents in order that they may grow intellectually, and may acquire skills necessary to be successful and productive.

Media Center Mission Statement

The library media center will contain a comprehensive collection of information resources that enable the school to achieve its goal of helping each individual attain new heights personally, academically, and professionally. In addition, the center promotes information literacy skills, which include accessing, interpreting, using, and evaluating information in order to become a critically thinking, ethical, lifelong learner.

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 fixed schedule to ensure equitable access for all students. Instruction is provided at point-of-need to support academic standards and digital literacy. The program supports special school initiatives such as Battle of the Books, STEM Fair, Library Week, and provides a collaborative space for inquiry and research.

Goals and Objectives

1. To promote a love of reading and learning in all students.
 - a. Increase the number of students who borrow books from the library by 10% by the end of the school year.
 - b. Expand the library collection to include diverse books that represent a variety of cultures and experiences.
2. To support and enhance the curriculum through collaboration with teachers.
 - a. Collaborate with teachers to develop and implement effective instructional strategies that incorporate library resources.
 - b. Provide regular opportunities for students to engage in research and inquiry-based learning.
3. To foster the development of critical thinking and information literacy skills.
 - a. Ensure that the library media center is a safe and welcoming space for all students, including those with diverse backgrounds and abilities.
 - b. Provide access to technology resources such as computers, tablets, and e-books to support students' learning and research needs.

Budget and Funding

The library media center is given a school-based operating budget at the beginning of every school year. The school administration uses a formula to disperse the appropriated funds. The budget for the FY26 school year is expected to be similar to FY26.

FY27 projected budget amounts

<i>School-based Operating Budget</i>	<i>Budget FY26</i>	<i>FY27 Projected Budget</i>
<i>Account 551100 - Media Supplies</i>	<i>\$587</i>	<i>\$587</i>
<i>Account 553420 - Media Subscriptions (Periodicals-Newspapers)</i>	<i>\$336</i>	<i>\$336</i>
<i>Account 561100 - Library Books</i>	<i>\$560</i>	<i>\$560</i>
<i>Account 562230 - Media A/V Equipment</i>	<i>\$336</i>	<i>\$336</i>
<i>Account 564220 - Furn-Fix/Equip</i>	<i>\$0</i>	<i>\$0</i>
<i>Fundraising/ Grants</i>	<i>Budget Amount</i>	
<i>Media Center Internal Account number for your grant(s)</i>	<i>\$0</i>	<i>\$0</i>
<i>State Media Allocation</i>	<i>Budget Amount</i>	
<i>Account 561100 (program 3070) - Media Books</i>	<i>\$1830</i>	<i>\$1850</i>

Purchasing Plan FY27

Approximate Purchasing Plan	
Purpose	Amount
books	\$3000
supplies	\$669
Total:	\$3669

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 (District and Site-Licensed).
- 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.

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

Teacher Support and Workroom:

- Production: Large Format(Poster) Printer, Laminator, Die-Cut Machine.

Circulation and Access:

- Devices: Student Laptops/Chromebooks, Laptop Chargers

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 the growth of factual knowledge, 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 media specialist will be responsible for coordinating the collection development program. Administrators, teachers and parents will be actively involved so that the collection meets the needs of the school. Materials should align with School Board Policy 8.12 and be appropriate for recommended levels, as well as be accessible to students of varied abilities and meet the informational needs of all students. Materials should relate to the curriculum and the objectives of the instructional program. The authority of the author, organization, and publisher will be considered in selection of materials. Materials will be positively reviewed and/or recommended by at least two sources including School Library Journal and Booklist.

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:

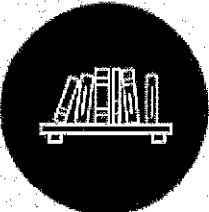
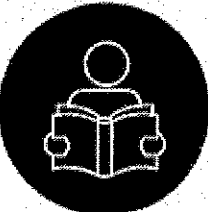
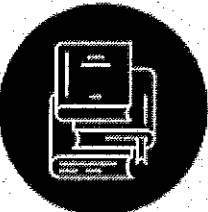
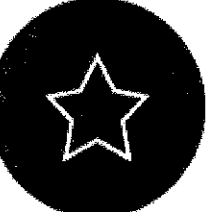
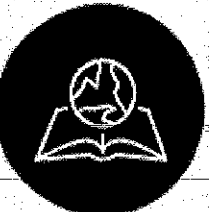
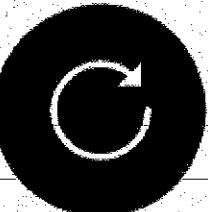
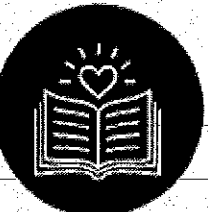
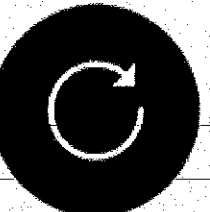
- Maintaining a professional library collection to assist with recertification and knowledge acquisition on education-related topics;
- Managing the online catalog, including the library inventory and circulation software;
- Selecting and making accessible online information databases for reference and 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.

			
10,940 Items in the Collection	12.7 Items per Student	46% Fiction Titles in the Collection	39% 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	64% Aged Titles	5% 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.	
			
18% Representative Titles	2007 Representative Titles	38% SLL Titles in Collection	2008 SLL Titles Average Age

In Collection	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	81	2008
Philosophy & Psychology	61	2003
Religion	81	1999
Social Sciences	847	2002
Language	216	2000
Science	740	2000
Technology	309	2004
Arts & Recreation	1057	2012
Literature	153	2002
History & Geography	738	2000
Biography	687	2002
Easy	83	2003
General Fiction	5008	2006
Graphic Novels	702	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.

FY27 - Nonfiction, Graphic Novels, Foreign Language

FY28 - Professional Library, Biographies

FY29 - Fiction, Paperbacks, Everyone

Ongoing Maintenance:

Collection maintenance is a continuous process that extends beyond the annual inventory window. Materials are repaired, relabeled, and deselected throughout the school year to maintain a high standard of accessibility and visual appeal.

Collection Organization and Visual Navigation:

Fiction is genreified by subject using colored spine labels. Biographies are filed by Subject Last Name. Graphic Novels are separated into their own section. Paperback books are separated into their own section.

Lost or Damaged Library Materials

According to School Board Policy 2.218(9) "if a student loses or damages District property, including library books and textbooks loaned to said student, student shall be required to pay for, replace or repair said district property."

When a book has been damaged the media specialist will attempt to repair the item.

Students are required to replace or pay for lost library materials. Every effort will be made to work with the student and family to fulfill this obligation.

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

School Year	Strategic Focus
FY27	Selection Priorities • Foreign Language(Spanish, French/Creole) • Nonfiction - Countries • Biographies
	Inventory/Weeding Priorities • Nonfiction • Graphic Novels • Geography and Travel (360-369) • Education (370-379)
FY28	Selection Priorities • Nonfiction - Technology • Nonfiction - History and Geography • Nonfiction - Religion
	Inventory/Weeding Priorities • Biographies • Professional Library • Commerce, Community, Transportation (380-389) • Astronomy (520-529)
FY29	Selection Priorities • Nonfiction - Medical • Nonfiction - Dance • Nonfiction - Architecture/Building
	Inventory/Weeding Priorities • Nonfiction - Medical • Nonfiction - Dance • Foreign Language • Medicine and Health (610-619)

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)