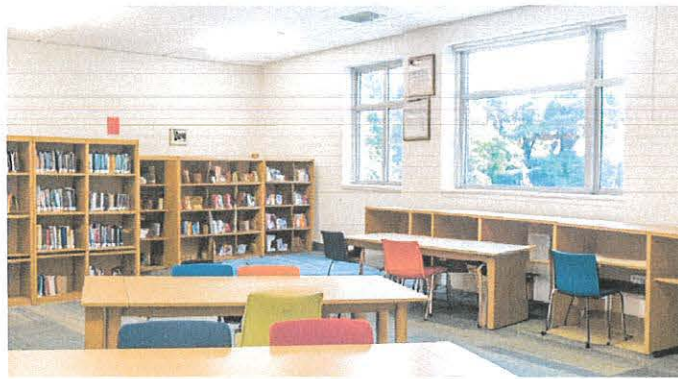


FY27 COLLECTION DEVELOPMENT PLAN



Okeeheelee Middle School FY27 Collection Development Plan

Victoria Wilkinson
Educational Media Specialist

Signature Page

Okeeheelee Middle School
FY27 Collection Development Plan

Date Approved by Administration: **May 5, 2026**

Media Specialist Name: Victoria Wilkinson

Media Specialist Signature: _____

Principal Name: Elizabeth Morales

Principal Signature: _____

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Purpose of Collection Development Plan

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

Background Statement & School Community

As of 2025, our commitment to equity is reflected in our statistics: with a staggering Economically Disadvantaged (FRL) Rate of 68%, Okeeheelee Middle School remains steadfast in its efforts to bridge the opportunity gap. Our diverse student body, with a Minority Rate of 92.5%, represents the cultural mosaic of our community. We proudly serve a population that is 7.1% white, 14.8% black, 74% Hispanic, 1.1% Asian, and 1.1% mixed race. Catering to students in grades 6 through 8, our school accommodates a total of 1407 learners. Among them, 68% qualify for free or reduced-price lunch, highlighting the financial challenges many of our families face. Additionally, 20% of our student population are English Language Learners (ELL), emphasizing our commitment to supporting linguistic diversity and ensuring every student has the tools they need to succeed. At Okeeheelee Middle School, we embrace our diverse community, championing inclusion, and providing a nurturing environment where all students can thrive academically, socially, and emotionally.

School Mission Statement

Okeeheelee Middle School's mission is to foster safety through the implementation of positive problem solving techniques and to continue high expectations in academics by providing a supportive learning environment. We strive to foster greater parental involvement while challenging all students to meet or exceed State, National and International standards. We promote character development by maintaining a school community that embraces mutual respect, integrity, and a commitment to the well-being of self and others.

Media Center Mission Statement

The Library Media Center is dedicated to designing and maintaining a library media program that supports, compliments and expands the instructional program of Okeeheelee Middle School. Creating lifelong learners and readers is the essence and backbone to the library media programs.

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 at point-of-need to support academic standards and digital literacy. The program supports special school initiatives such as Literacy Week, Science Fair, and Choice Night, and provides a collaborative space for inquiry and research. There is no clerk, but 8th Grade student aides are assigned there all six periods of the day. It is open Monday-Thursday after school through our After School Program. Classes, small groups, and individuals are welcome to use the space at any time. In 2018, the media center was upgraded and transformed into a true 'learning commons'. There is flexible, comfortable seating, new technologies, a dynamic makerspace, and an array of student artwork.

Goals and Objectives

The goals for the 2026-2027 year are:

1. Increase Student Engagement in Reading and Literacy
 - a. Objective 1.1:
Implement at least 2 school-wide literacy initiatives (e.g., Literacy Week, themed reading challenges, book tastings) throughout the school year to promote a culture of reading.
 - b. Objective 1.2:
Increase student book circulation by 15% compared to the previous school year by promoting high-interest titles, student recommendations, and targeted displays.
2. Strengthen Collaboration with Teachers to Support Instruction
 - a. Objective 2.1:
Collaborate with at least one teacher per grade level each quarter to co-plan and co-teach lessons that integrate research skills, digital literacy, or content-area support.
 - b. Objective 2.2:
Develop and share at least 2 ready-to-use instructional resources (e.g., Google Slides, research guides, literacy activities) aligned with ELA and Social Studies standards.
3. Enhance the Media Center as a Welcoming and Functional Learning Space
 - a. Objective 3.1:
Create and maintain at least 2 themed, student-centered displays or interactive stations (e.g., genre spotlight, maker space, cultural celebrations) throughout the year.
 - b. Objective 3.2:
Train and support 100% of student aides to demonstrate responsibility, professionalism, and independence by following established Media Center expectations and completing assigned tasks.

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.

Each year the program receives district funds to purchase supplies, books, A/V materials, and subscriptions. In 25-26, all money was spent on either supplies or books. State categorical funds (3070) are used to buy books and ebooks. Funds are also generated from sales of the annual book fair. *The budget for the FY26 school year is expected to be similar to FY25.*

<i>School-based Operating Budget</i>	<i>Budget FY26</i>	<i>Projected FY27 Budget</i>
<i>Account 551100 - Media Supplies and Library Books</i>	<i>\$2720.44</i>	<i>\$2000.00</i>
<i>Fundraising and/or Grants</i>	<i>FY26</i>	<i>Projected FY27</i>
<i>Media Center Internal Account number for your grant(s)</i>	<i>\$4706.44</i>	<i>\$5000.00</i>
<i>State Media Allocation</i>	<i>FY26</i>	<i>Projected FY27</i>
<i>Account 561100 (program 3070) - Media Books</i>	<i>\$3199.28</i>	<i>\$3200.00</i>

Purchasing Plan FY27

Purpose	Amount
books	\$4000.00
supplies	\$4000.00
STEM	\$2000.00
Total:	\$10000.00

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
- Digital: eBooks Online Databases (District and Site-Licensed).

Special Emphasis:

Our media center supports the International Spanish Academy by offering a diverse collection of fiction and nonfiction books in Spanish for students at all language levels. These resources help build vocabulary, comprehension, and content knowledge while providing meaningful opportunities to engage with the language. Together, the collections promote bilingualism and support both literacy and academic growth.

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:

- Classroom Technology: Interactive Flat Panel, Document Camera, Sound System.
- Makerspace: 3D Printers, Coding Kits, Building Manipulatives.

Media Production:

- 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.

Circulation and Access:

- Devices: Student Laptops/Chromebooks, Hotspots, iPads/Tablets (for Student/Staff Checkout)
- Peripherals: Headphones, Webcams, Calculators.

Collection Development and Maintenance

The collection is developed and maintained through a rigorous process of selection and weeding (deselection) to ensure materials remain current, relevant, and in good physical condition.

Selection Criteria:

In accordance with School Board Policy 8.12, materials are selected based on educational significance, need, and accuracy. The selection process prioritizes resources that support the curriculum, foster factual knowledge growth, and reflect the diversity of the global community.

Weeding (Deselection) Policy:

Per Florida Statute 1006.28 and District guidelines, the collection is continuously reviewed. Materials

are removed (weeded) if they are physically damaged, factually inaccurate, obsolete, or no longer circulating. This ensures the library remains a vital, attractive, and useful resource for students.

Selection and Evaluation Criteria

The selection of materials for the Okeethee Middle School Media Center is guided by Palm Beach County School Board Policy 8.12, which serves as the foundation for ensuring that all resources support the district's educational mission, reflect diverse perspectives, and meet the needs of our student population. All materials are selected to promote literacy, academic achievement, and a positive learning environment aligned with school and district goals.

As part of the professional selection process, I regularly consult School Library Journal and Kirkus Reviews to evaluate current, high-quality literature and instructional resources. These professional review journals provide expert analysis of content, relevance, and student engagement, ensuring that selections are informed by credible and educationally sound sources.

Materials are selected based on several critical criteria, including educational significance, age appropriateness, alignment to curriculum and student interests, diversity and representation, and overall quality of content. Additional consideration is given to the accuracy of information, relevance to middle school learners, and the ability of materials to support both independent reading and classroom instruction. The goal is to maintain a balanced, inclusive, and engaging collection that supports the academic and personal growth of all students.

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:

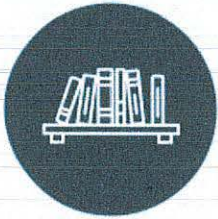
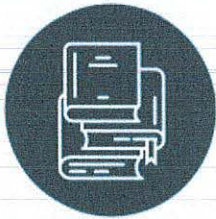
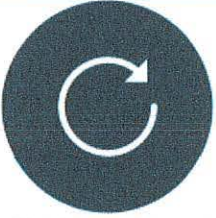
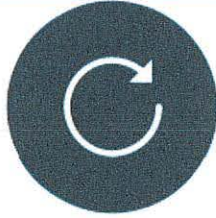
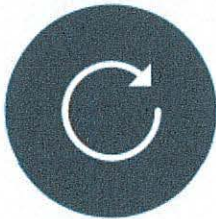
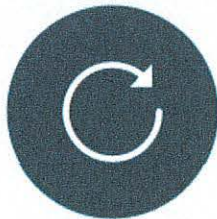
- Maintaining a professional library collection to assist with recertification and knowledge acquisition on education-related topics;
- Managing the online catalog, including the library inventory and circulation software;
- Selecting and making accessible online information databases for reference and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

			
5844 Items in the Collection	4.0 Items per Student	61% Fiction Titles in the Collection	32% Percent of nonfiction in the collection
Library media resources are curated to include recently published works <i>and classics</i> that rightfully impact the average age of the collection.			
	2012 Average Age of the Collection	33% Aged Titles	8% 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.	
			
50% Representative Titles in Collection	2012 Representative Titles Average Age	58% SLL Titles in Collection	2012 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	2013
Philosophy & Psychology	14	2018
Religion	14	2008
Social Sciences	187	2015
Language	32	2012
Science	124	2015
Technology	97	2011
Arts & Recreation	1048	2015
Literature	93	2005
History & Geography	201	2010
Biography	240	2014
Easy	36	2014
General Fiction	3588	2012
Graphic Novels	118	2006

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. In FY27 we will focus on Graphic Novels. In FY28, the nonfiction will be the focus, followed by the Books in Spanish in FY29.

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 organizes books to make it easy for students to find what they need. Fiction and nonfiction materials are shelved in separate sections so students can quickly locate books by type. Within the fiction section, there is a designated area specifically for graphic novels to support visual and high-interest reading. Additionally, both the fiction and nonfiction sections include their own clearly labeled Spanish-language collections. This structure ensures all students have accessible, organized options that meet their reading interests and needs.

Lost or Damaged Library Materials

As we introduce this new section, it's crucial to align our policy on lost or damaged library materials with School Board Policy 2.21B(9) to ensure consistency and fairness in our approach. Therefore our school's policy regarding lost or damaged library materials will adhere to the guidelines outlined in the aforementioned policy. In accordance with School Board Policy 2.21B(9), if a student loses or damages District property, including library books and textbooks loaned to said student, the student shall be responsible for covering the associated costs.

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

School Year	Strategic Focus
FY27	Selection Priorities • Diverse Fiction • Graphic Novels • Sunshine State Books
	Inventory and Deselection (Weeding) Focus • Outdated Nonfiction • Outdated Fiction
FY28	Selection Priorities • Diverse Fiction • Graphic Novels • Sunshine State Books
	Inventory and Deselection (Weeding) Priorities • Graphic Novels • Books in Spanish
FY29	Selection Priorities • SLL Fiction

	• Fiction in Spanish • Sunshine State Books
	Inventory and Deselection (Weeding) Priorities • Fiction (General Fiction, Easy, Story Collection, Graphic Novels) • Biographies

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)