

FY27 COLLECTION DEVELOPMENT PLAN



Barton Elementary School FY27 Collection Development Plan

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Barton Elementary School
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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 Barton Elementary School Media Center serves students from Pre-K to 5th grade in addition to the faculty and staff. According to the Gold Report, Barton Elementary School has a culturally and ethnically diverse student population representing different economic backgrounds, which include Haitian, Hispanic, Indian, and Caucasian.

Annual enrollment is over 1,100 students with about 71% English Language Learners and 10% ESE students. Barton families speak many languages in addition to English, including: Spanish, Haitian Creole, Kanjobal, Mam, and Chuj. Currently, the library collection includes many titles in Spanish as well as some in Haitian Creole. We will continue to acquire more bilingual books in Spanish as well as Haitian Creole in order to better serve our diverse population.

Barton is an AVID School (Advancement Via Individual Determination) and focuses on the needs of students in order to prepare them for college and career readiness.

School Mission Statement

Barton Elementary School is committed to ensuring all learners reach their highest potential through an excellent and equitable collaborative community that prepares for college and career readiness.

Media Center Mission Statement

The mission of the Barton Elementary School Media Center is to equitably and effectively support the continued development of literacy and technology skills of our students while offering teachers relevant resources and collaborative teaching opportunities.

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. 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

Due to the size of the student population, the library operates on a fixed schedule to ensure equitable access to the Media Center. During FY 27, the library will be open from 7:30 a.m. to 2:00 p.m. The Media Center operates on a fixed schedule and Media is included as a class on an 8 day Fine Arts rotation. Students are encouraged to access the Media Center before school in addition to during their Media Block.

Students engage in a variety of activities while at Media. Daily lessons to support literacy and other academic standards, vocabulary development, and more are offered during these times. Students get to participate in hands-on literacy activities as well as develop their collaboration and inquiry skills with group projects. Students also work to improve critical skills involving technology including research projects using district-provided databases.

Goals and Objectives

- Goal 1: Improve students' academic progress through the practice of foundational skills in math, science, and literacy
 - number recognition and 1:1 correspondence for Kindergarten and 1st grade students with games and activities
 - letter recognition and beginning phonics skills for Kindergarten and 1st grade with games and activities
 - listening station to increase fluency and stamina
 - fair-game science standards vocabulary games for 3rd-5th grade students
 - morphology games for 2nd-5th graders
 - incorporate writing activities into lessons for 2nd-5th grade students
- Goal 2: Increase communication and collaboration between classroom teachers and media specialist/Media Center
 - use data from a needs assessment to inform the types of instruction with which teachers would like support
 - conduct lessons on research skills
 - project-based learning guided by teacher requests
 - provide PD regarding available resources for teachers/students in district portal

- Goal 3: Foster a student-centered approach to increase circulation and student engagement with books
 - survey students about personal interests
 - participate in SSYRA Jr. voting
 - participate in Battle of the Books
 - utilize reading logs
 - school-wide reading incentives
 - monthly prizes for classes with highest rate of book returns
 - reading response displays with student created work
 - host family events centered around literacy
 - incorporate reading buddies program
 - implement summer reading challenge
 - collaborate with community members (i.e. PBSO Mentors) and utilize community resources for student benefit

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.

School-based Operating Budget	Budget FY26	Projected FY27 Budget
Account 551100 - Media Supplies	\$848	\$848
Account 553420 - Media Subscriptions (Periodicals-Newspapers)	\$509	\$509
Account 561100 - Library Books	\$1526	\$1526
Account 562230 - Media A/V Equipment	\$678	\$678
Account 564220 - Furn-Fix/Equip	\$848	\$848
Fundraising and/or Grants	FY26	Projected FY27
Media Center Internal Account 5-1700.00	\$1257	\$1257
State Media Allocation	FY26	Projected FY27
Account 561100 (program 3070) - Media Books	\$3435	\$3435

Purchasing Plan FY27

Purpose	Amount
books	\$5000
author visits/special events	\$500
Media Center supplies (laminating film, butcher paper, poster paper/ink, etc)	\$1000
Supplies for student activities, games, projects	\$1000
Academic Games	\$700
Total:	\$8200

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, Professional Collection.
- Digital: eBooks, Digital Audiobooks, Online Databases (District and Site-Licensed).
- Audiovisual: Books on CD with portable CD players.

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: Smartboard, Document Camera, Sound System.
- Makerspace: Building Manipulatives.

Media Production:

- TV Studio: Full Production Studio (Cameras, Tri-Caster/Mixer, Lighting, Green Screen).

Teacher Support and Workroom:

- Production: Large Format (Poster) Printer, 25" Thermal Laminator, Die-Cut Machine.

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

Barton Elementary Library materials are selected for a reason and all selections follow School Board Policy 8.12. Professional review journals are consulted in the selection process. These journals include: School Library Journal, Horn Book, Kirkus Reviews, and Booklist. The materials are evaluated according to their aesthetic, literary and social value, appropriateness to student age and emotional maturity and relevance to the curriculum.

Barton Elementary Library materials reflect sensitivity to the achievements, needs, and rights of men and women, various ethnic groups, and other cultures.

The selection of library materials about political theories and ideologies, religion, public issues and controversial topics is directed toward maintaining a balanced representation with various opinions.

Library media center materials are judged as a whole, considering the author's/producer's intent rather than focusing solely upon individual pages, phrases, pictures or incidents taken out of context.

Other factors that are considered in the final decision to purchase new materials include their educational significance; need and value to the collection as a whole; and their relationship to the interests of students and curriculum course of study.

Electronic database subscriptions and online curricular software that are made available to the Barton Elementary School Library users on the school district's wide area network (WAN) are selected using a similar educational criteria to that established for the materials in a school except availability and compatibility of technology hardware and software platforms are reviewed and resolved. In addition, the WAN maintains software that complies with the federally legislated Children's Internet Protection Act [CIPA] designed to protect children from obscene or adult-content material.

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.

			
10904 Items in the Collection	10.3 Items per Student	22% Fiction Titles in the Collection	42% 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	42% Aged Titles	27% 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.	
			
27% Representative Titles in Collection	2007 Representative Titles Average Age	34% 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	25	2009
Philosophy & Psychology	31	1999
Religion	30	1997
Social Sciences	590	2001
Language	173	2001
Science	1148	2013
Technology	383	2013
Arts & Recreation	1589	2019
Literature	145	1999
History & Geography	419	2005
Biography	503	2005
Easy	3383	2009
General Fiction	2347	2011
Graphic Novels	1200	2020

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 annual weeding cycle is as follows: FY27 Easy, FY28 Non-fiction, and FY29 Fiction.

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:

Nonfiction books are organized using the Dewey Decimal System. The Fiction and Easy sections are both sorted alphabetically by the author's last name. Due to the large quantity, Graphic Novels are separated into their own section (741.5).

Lost or Damaged Library Materials

Students are responsible for the books they borrow from the library. Students will be charged \$3 for a lost or damaged paperback book and \$5-\$10 for a lost or damaged hardcover book, depending on the age of the book in question.

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

School Year	Strategic Focus
FY27	Selection Priorities SSYRA Jr. and SSYRA 3-5; biographies
	Inventory and Deselection (Weeding) Focus 1) Easy 2) Easy
FY28	Selection Priorities SSYRA Jr. and SSYRA 3-5; non-fiction
	Inventory and Deselection (Weeding) Priorities 1) Non-fiction 000-999, biographies 2) Non-fiction 000-999, biographies
FY29	Selection Priorities SSYRA Jr. and SSYRA 3-5; student interests
	Inventory and Deselection (Weeding) Priorities 1) Fiction (General Fiction, Easy, Story Collection, Graphic Novels). 2) Fiction (General Fiction, Easy, Story Collection, Graphic Novels).

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)