

FY27 COLLECTION DEVELOPMENT PLAN



**Freedom Shores Elementary
FY27 Collection Development Plan**

Gregoria Rodriguez Tejada

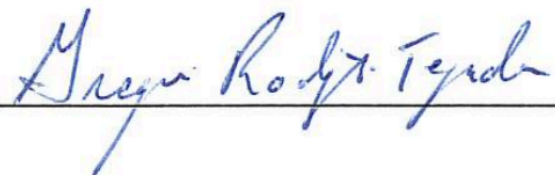
Educational Media Specialist

Signature Page

Freedom Shores Elementary
FY27 Collection Development Plan

Date Approved by Administration: **May 20th, 2026**

Media Specialist Name: Gregoria Rodriguez Tejada

Media Specialist Signature: 

Principal Name: Michael Sabatino

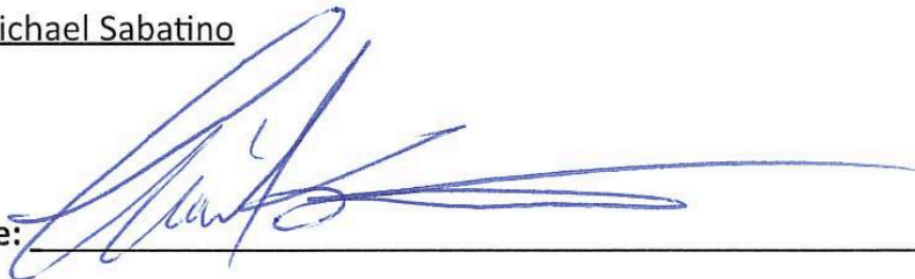
Principal Signature: 

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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

Freedom Shores Elementary is a dual-language school in the School District of Palm Beach County. The current enrollment is 641 students, consisting of 11% White, 36% Black, 50% Hispanic, 2 % Asian, and 1% Other. 52% of the student population is male and 48% is female. Approximately 100% of the student population qualifies for the Free or Reduced Lunch Program. Besides students, the School Library Media Center serves its faculty, parents, and community. (Source: School Data Processor and Assistant Principal).

School Mission Statement

It is our mission at Freedom Shores to provide opportunities for students to achieve their personal best, become responsible and productive citizens, and embrace lifelong learning in a safe and positive environment. We believe all children can learn and excel with developmentally appropriate materials, practices, and strategies. We believe all children deserve a quality education that not only meets but exceeds standards.

Media Center Mission Statement

The Freedom Shores Library Media Center is devoted to designing and maintaining a library media program that supports, complements, and expands the academic program of the school. It endeavors to help all individuals in becoming compelling clients of innovation, thoughts, and data while giving a climate that energizes a long-lasting adoration for pursuing and getting ready understudies for school, career, and life. In that capacity, the library media staff energizes scholarly interest and gives guidance to students to become free clients of library materials, including electronic resources. Our Media Center Staff will provide and urge the broad utilization of assets in various configurations that are intended to meet the differing needs of all students in all parts of the educational plan.

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 Freedom Shores Elementary School runs on a fixed Fine Arts Schedule to ensure equitable access for all students. Instruction is provided weekly to support academic standards and digital literacy. Special initiatives that are supported by the Library Program include participation in the Hispanic Heritage Month, Dot Day, Read for the Record, Scholastic Book Fair, African American History Month, Women's History Month, April is for Authors, Haitian Heritage Month, Celebrate Literacy Week, Florida!, TechSafe Curriculum and provides a collaborative space for inquiry and research.

Goals and Objectives

Media Program Goals FY27

1. Complete inventory of the whole collection's books and weed them. Start the process of classifying and categorizing novels according to genre.

Each section (Easy, Fiction, & Nonfiction) should be weeded and inventoried.

In order to calculate the requirements assessment, upload the collection statistics to Follett. Buy fiction category spine label stickers (mystery, fantasy, suspense, etc.) and start marking the whole Fiction area.

2. Encourage the growth of students who are able to utilize technology as a tool for both research and the creation of creative media projects.

Teach and demonstrate how to utilize devices like computers, iPads, cameras, and a variety of software packages for thorough research, secure communication, and expressive presentations (such as Pear Deck, Adobe Spark, Book Creator, Google Applications, coding, Digital Citizenship, World Book, etc.).

FY28 Goals:

Continue to fill up the collection's holes by buying books that go along with and complete it. Completely classifying all fiction books according to category, then moving the books. Continue to buy books that contribute to building a strong collection using Follett as a foundation of analysis. Complete categorizing all fiction books, then rearrange them according to category.

Teach pupils the new system so they can find the books they're looking for easily.

Increase the number of digital research lesson plans and offer a more practical method of imparting practical research skills.

Work together with classroom instructors on initiatives that connect to both my research objectives and their standards.

Give advanced courses additional opportunities to engage with technology so they can complete more challenging tasks.

Budget goals

Goal 1: Invest collected cash from Scholastic Book Fairs and other sources in print books and eBooks to help our school-wide initiative to raise reading test results in Florida.

Look into books, eBooks, and other resources that will directly affect student progress.

Purchase the materials that will have the greatest beneficial impact on kids' learning progress.

Goal 2: Purchase makerspace equipment and technology that supports our school's overall objectives and raises student participation using categorical monies and proceeds from Scholastic Book Fairs.

For the acquisition of more Makerspace tools and equipment to rotate use in the media center, utilize the available funds, or submit a grant request, or the current budget.

Budget and Funding

The LMC receives a school-based operating budget at the beginning of each 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.

The available funding sources include: Media Budget, Media Subscriptions, Media Books, Media Audio-Visual, Media Equipment, Internal Media, and Scholastic Book Fairs profits. Categorical Funds for Library Media Centers from the State of Florida are used to acquire books to develop the FSES Media Center Book Collection based on its unique needs, special programs, such as Dual Language, and student demographics.

<i>School-based Operating Budget</i>	<i>Budget FY26</i>	<i>Projected FY27 Budget</i>
<i>Account 551100 - Media Supplies</i>	<i>\$1576.45</i>	<i>\$1576.45</i>
<i>Account 553420 - Media Subscriptions (Periodicals-Newspapers)</i>	<i>\$279.55</i>	<i>\$279.55</i>
<i>Account 561100 - Library Books</i>	<i>\$750.00</i>	<i>\$750.00</i>
<i>Account 562230 - Media A/V Equipment</i>	<i>0</i>	<i>\$</i>
<i>Account 564220 - Furn-Fix/Equip</i>	<i>0</i>	<i>\$</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>\$0</i>	<i>\$0</i>
<i>State Media Allocation</i>	<i>FY26</i>	<i>Projected FY27</i>
<i>Account 561100 (program 3070) - Media Books</i>	<i>\$2031.00</i>	<i>\$2031.00</i>

Purchasing Plan FY27

Purpose	Amount
Books	\$2000.00
Supplies	\$1500.00
STEM	\$1000.00
Total:	\$4500.00

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, Periodicals (Magazines/Newspapers), Professional Collection.
- Digital: eBooks, Digital Audiobooks, Online Databases (District and Site-Licensed).

Special Emphasis:

The collection development of FSES Media Center is influenced by the Library Bill of Rights (see Appendix) and guidelines of the School District of Palm Beach County (see Appendix), which, in turn, are governed by the Department of Education of the State of Florida. The state of Florida follows the Florida Standards, which also influences the collection. It is further influenced by the Freedom Shores Elementary School Mission, school demographics, unique needs, and special programs, such as the Dual Language program.

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: 20 Desktop Student Workstations.
- Classroom Technology: Interactive Flat Panel, Document Camera, Sound System.
- Makerspace: 3D Printers, 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).
- Student Production: Cameras/Tripods, Microphones, Podcasting Equipment, Production iPads.

Teacher Support and Workroom:

- Production: 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 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

Every library media material made available to students in this School District is selected in accordance with School Board Policy 8.12, which serves as the foundation for the school's library media selection process. All materials, whether purchased, donated, or acquired through other means, are reviewed and selected by a district employee who holds a current educational media specialist certification and has completed the Florida Department of Education's required training. The certified library media specialist Kirkus Reviews, and the Horn Book when evaluating materials for inclusion in the collection.

Materials are selected based on established criteria including educational significance, literacy and artistic quality, accuracy of content, age and developmental appropriateness, curriculum alignment, diversity of viewpoints, and relevance to student interests and instructional needs. When additional review is needed, Palm Beach School District procedures are followed by the principal's designee or certified library media specialist in consultation with District Library Media Services. Stakeholders input is encouraged through access to the Active Book orders list and notifications provided to members of the Board's Academic Advisory Committee in accordance with Policy 1.097, ensuring transparency and community engagement throughout the selection.

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.

			
19,524 Items in the Collection	18.8 Items per Student	5,289 Fiction Titles in the Collection	6,577 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.			
	2003 Average Age of the Collection	12,933 Aged Titles	735 Newer than 5 Years
Library media resources should be representative of the school.		Skills for Learning & Life (SLL) library media resources can contribute to character development and student wellbeing.	

			
5,708 Representative Titles in Collection	2003 Representative Titles Average Age	6,371 Student Wellbeing (SLL) Titles in Collection	2003 Student Wellbeing (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	Average Age (year)	# of Titles
Computer Science, Information & General Works	2008	107
Philosophy & Psychology	2004	76
Religion	2000	82
Social Sciences	2000	1,266
Language	2005	304
Science	2004	1,619
Technology	2005	626
Arts & Recreation	2011	1,055
Literature	1998	439
History & Geography	2002	1,033
Biography	2002	1,161
Easy	2000	3,426
General Fiction	2003	5,289
Graphic Novels	2019	509

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: Non-Fiction
- FY28: Easy
- 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:

Fiction is organized in alpha order by author's last name and genreified by using genre spine label. Easy Readers are in alphabetical order by author's last name in their section of our library. Non-Fiction is organised by the Dewey Decimal system. Biographies are in the non-fiction category by subject last name. Graphic Novels are in their own section within the fiction section of the library.

Lost or Damaged Library Materials

Every effort is made to collect outstanding books, especially when students move to new schools. However, obligations (fines, overdue payments) can be forgiven on a case-by-case basis. Fines for lost/damaged materials are added to SIS and follow students until graduation in accordance with School Board Policy 2.21B(9) which states: "If a student loses or damages District property, including library books and textbooks loaned to said student, said student shall be required to pay for, replace or repair said district property".

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

Our Media Center is in great need of weeding as it can be appreciated from the collection analysis, and it will take a couple of years to complete this task. A healthy reading, research, and reference library media collection requires regular weeding of items and resources. Weeding is a kind of collection quality

control in which worn-out, incorrect, and out-of-date objects are physically removed from the collection as well as deleted from the computerized catalog. The library media expert will oversee this procedure and adhere to the objective standards for removing items from the media center, such as obsolescence, physical age and condition, and general inapplicability for ongoing inclusion in the current collection.

School Year	Strategic Focus
FY27	Selection Priorities The goal for this upcoming school year is to replace the non-fiction books such as Technology, Computer Science, Information & General Works with more up to date information.
	Inventory and Deselection (Weeding) Focus 1) Inventory: Non-Fiction 000-600 + Biographies 2) Weeding: Computer Science, information & General Works 001.4- 082 & Technology 600-696
FY28	Selection Priorities Science, Arts & Recreation, Philosophy & Psychology will be the purchasing goal for FY28.
	Inventory and Deselection (Weeding) Priorities 1) Inventory: 600-999 + Reference 2) Weeding: Philosophy & Psychology 133.1-179.9, Science 500-599.885, and Arts & Recreation 700-799.1
FY29	Selection Priorities Updating the Biography and History & geography in our media library will be the purchasing goal for FY29
	Inventory and Deselection (Weeding) Priorities 1) Inventory: Fiction (General Fiction, Easy, Story Collection). 2) Weeding: Biography 92-920, History & Geography 900-998.2

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)