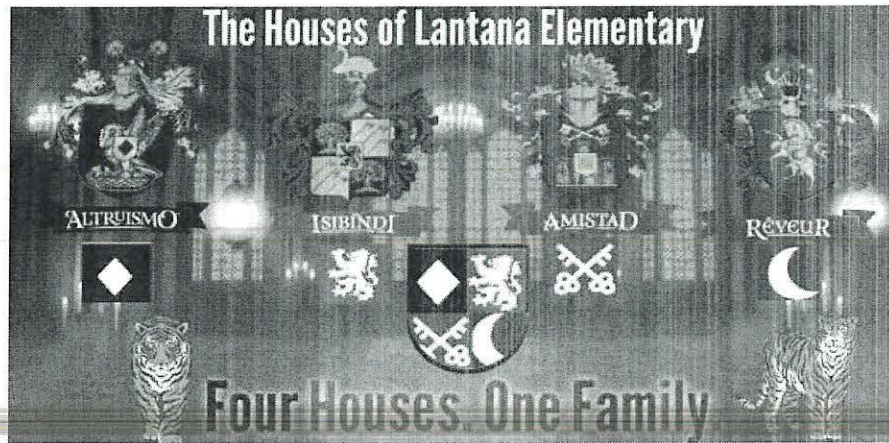




Lantana Elementary School FY27 Collection Development Plan

Victoria Trent

Educational Media Specialist K-12

Elementary Education K-6

Reading Endorsement

Signature Page

Lantana Elementary

FY27 Collection Development Plan

Date Approved by Administration: 5/7/26

Media Specialist Name: Victoria Trent

Media Specialist Signature: 

Principal Name: Janyn Robinson

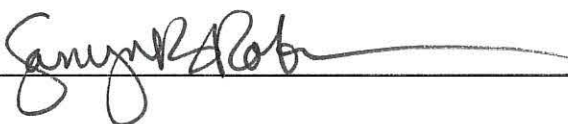
Principal Signature: 

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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

Lantana Elementary School (LES) is a Title 1, ATSI (Additional Targeted Support and Improvement), and RAISE (Reading Achievement Initiative for Scholastic Excellence) serving students from Prekindergarten through Grade 5 with a current population of 509 students, faculty, staff, and parents.

According to the Public School Showcase, % of enrolled students is approximately:

56.1% Black, 27.3% Hispanic, 15.2% White, American Indian/Native Alaskan 0.8% 0.6 % Asian or Pacific Islander

The media center provides resources for the culturally diverse needs of the students.

Approximately 73.3% of the student population qualifies for Free or Reduced Lunch. Special Programs include:

Our diverse student population has 33.9% of our students in the ELL program. Many of our students, parents, and staff members are bilingual and able to speak Haitian Creole, Spanish, Russian, or Portuguese, as well as English. Also, 17.8% of our students receive Exceptional Student Education (ESE). Some of our students with exceptional needs are in one of our eight PreK-5th grade ESE classrooms designed to meet the needs of students on the Autistic Spectrum (ASD).

School Mission Statement

The Parents, Staff, and Community of our school will provide a safe, nurturing, and equitable education that meets the social, academic, and physical needs of each student so that all students will be successful learners and productive citizens who are college and career ready.

Media Center Mission Statement

The Media Center is a dedicated partner to the parents, staff, and community of Lantana Elementary in providing a safe, nurturing, and equitable education. We are committed to meeting the social, academic, and physical needs of each student to ensure they become successful learners and productive citizens who are college and career ready. Our program empowers "Tigers" to be enthusiastic readers, informed decision-makers, and ethical users of information in a 21st-century world.

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 Media Specialist delivers curriculum-aligned instruction (through mini-lessons) covering B.E.S.T. standards in Language Arts and Media Literacy. We utilize state-recognized frameworks to guide student growth: Florida FINDS (Research Model): We foster a culture of literacy by encouraging students to Read for pleasure, Explore creative works, Analyze aesthetic features, Develop literary-based products, and Score their reading progress. We provide systematic instruction in the research process: Focusing on an information need, Investigating resources, Noting facts, Developing knowledge, and Self-evaluating the product. Florida READS (Literacy Goals): To support the Lantana instructional program, the library media staff will: Promote Inquiry: Maintain a learning environment that stimulates intellectual curiosity and supports the FINDS research framework. Support All Learners: Provide resources in multiple formats—print and non-print—designed to meet the varying needs and diverse interests of our students. Cultivate Lifelong Reading: Use the READS guidelines to encourage pleasure reading and academic engagement. Ensure Compatibility: Maintain a collection and environment that complements and expands the school's academic curriculum.

In alignment with our school goals, the self-aware learner aims for these characteristics: Apply FINDS: Identify, plan, and use resources to acquire and evaluate information effectively. Master Technology: Work with a variety of technologies to process, organize, and communicate information. Read with Purpose: Engage with literature to expand their worldview and satisfy their curiosity. Act Ethically: Demonstrate responsibility as a user and creator of ideas and information.

Other standards resources that are the basis of the lessons are Florida's Benchmarks for Excellent Student Thinking (B.E.S.T.) Standards for English Language Arts (ELA), Mathematics, Science, and Computer Science, International Society for Technology in Education (ISTE), and/or American Association for School Librarians (AASL) Standards Framework for Learners.

Lantana Elementary School runs on a fixed Fine Arts Schedule for Kindergarten through Grade 5. Classes are thirty-five minutes long and support the school's curriculum. LESMC participates by featuring monthly initiatives such as TechSafe, Hispanic Heritage Month, Constitution Day, Dot Day, Scholastic Book Fair, Native American Heritage Month, Veterans' Day, Jumpstart: Read for the Record, Holocaust Education Week, Black History Month, Poetry Month, Women's History Month, Hour of Code Week, World Kindness Day, Asian American Pacific Islander Heritage Month, Haitian Heritage Month, Memorial Day, and Celebrate Literacy Week, Florida!.

The media specialist is the sponsor (with LES-ITSA) of the student-led morning announcements (LETV) with fifth grade students.

Goals and Objectives

Goal 1: Enhance and Improve the overall average publication date of the RGE Library Collection.

Weed books based on CREWS criteria; books with low circulation and low student interest

Decrease the average publication date of the library's collection by 1-5 years

Add approximately 100 new books, with a recent publication date.

Goal 2: Participate in professional development that will enhance instructional experiences for students and support student achievement

Attendance in District Library Services and/or Educational Technology Course Offerings

Courses sponsored by a specific program (Pebble Go, Newsela)

Courses that facilitate student reading and skills

Goal 3: Students across all grade levels will demonstrate increased proficiency in Media Literacy through the use of district-approved tools

Increase chromebook access for elementary appropriate platforms

Google Classroom, support lessons and LES initiatives- Scholastic Literacy Pro

Pebble Go which facilitates student reading, research and skills

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.

<i>School-based Operating Budget</i>	<i>Budget FY26</i>	<i>Projected FY27 Budget</i>
<i>Account 551100 - Media Supplies</i>	<i>\$383</i>	<i>\$383</i>
<i>Account 553420 - Media Subscriptions (Periodicals-Newspapers)</i>	<i>\$230</i>	<i>\$230</i>
<i>Account 561100 - Library Books</i>	<i>\$630</i>	<i>\$630</i>
<i>Account 562230 - Media A/V Equipment</i>	<i>\$306</i>	<i>\$306</i>
<i>Account 564220 - Furn-Fix/Equip</i>	<i>\$383</i>	<i>\$383</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>5-1700.00</i>	<i>5-1700.00</i>
<i>State Media Allocation</i>	<i>FY26</i>	<i>Projected FY27</i>
<i>Account 561100 (program 3070) - Media Books</i>	<i>\$1484.14</i>	<i>\$1484.14</i>

Purchasing Plan FY27

Purpose	Amount
Books	\$1600
Supplies	\$1000
Total:	\$2600

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

Special Emphasis:

The Lantana Elementary Media Center features four distinct focus areas designed to support diverse student needs and academic growth. Booked on STEM serves as a dedicated space for hands-on technical literacy and scientific exploration, while the Spanish and Haitian Creole sections provide standalone, high-quality collections that offer students essential resources in their home languages. To bridge these areas, a specialized Popular Graphic Novels section leverages visual storytelling to engage reluctant readers and simplify complex non-fiction concepts. Together, these independent zones allow the Media Center to provide targeted support for English Language Learners, promote culturally representative literature, and drive excitement for STEM and literacy across the entire campus.

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:

I-Ready; IXL; Explore Learning (Reflex + Frax); Scholastic Literacy Pro; Top Score

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:

- Chromebook Cart 20 devices with headphones
- Classroom Technology: Interactive Flat Panel, Document Camera, Sound System.

Media Production:

- TV Studio: Full Production Studio (Cameras, Tri-Caster/Mixer, Lighting)
- Mobile News: Portable News Crew Equipment (iPads, Mobile Green Screen).
- Student Production: Cameras/Tripods, Microphones, Podcasting Equipment, Production iPads.

Teacher Support and Workroom:

- Production: Epson SC-T5170 Poster Printer, Variatronics Pro-Finish Laminator, Ellison Letter Machine with various cut-outs (shapes/sizes)

Circulation and Access:

- none

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 Lantana Elementary School, the selection of library media materials is a deliberate and professional undertaking designed to foster a love of reading while upholding the highest educational standards. The cornerstone of this process is an unwavering commitment to School Board Policy 8.12. This policy serves as our primary roadmap, ensuring that every resource—whether digital or print—is selected to implement, enrich, and support the educational program of the District. By adhering to these guidelines, we ensure that our collection remains a balanced, objective, and high-quality extension of the classroom.

To maintain professional integrity, I do not rely on commercial popularity or retail summaries. Instead, I utilize a suite of professional review journals to evaluate potential acquisitions. By consulting esteemed publications such as School Library Journal, The Horn Book, Kirkus Reviews, and Booklist, I am able to access expert, unbiased critiques. These journals provide the necessary pedagogical context and age-level recommendations that retail sites like Amazon cannot offer, allowing for a selection process rooted in professional consensus rather than consumer trends.

The final determination for any resource rests on a set of critical criteria tailored to the needs of our specific student body. Each item is vetted for its educational significance and its ability to align with the current curriculum and Florida state standards. I prioritize materials that offer factual accuracy, represent diverse perspectives with authenticity, and maintain strict age-appropriateness for the elementary level. By focusing on these standards, I ensure that the Lantana Elementary library remains a trusted environment where students can explore accurate information and high-quality literature that supports their academic and personal growth.

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

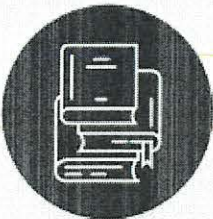
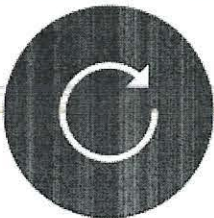
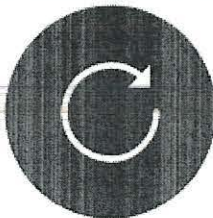
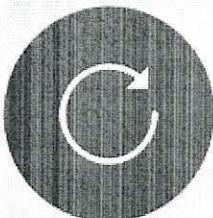
The School District Library Media Services Department supports school-based library media center personnel and establishes uniform policies and procedures for school library media centers throughout the District. These services include, but are not limited to:

- 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.

			
8006 Items in the Collection	14.8 Items per Student	31% Fiction Titles in the Collection	69% 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.			
	2001 Average Age of the Collection	71 % 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.	
			
2655 Representative Titles in Collection	2002 Representative Titles Average Age	2439 SLL Titles in Collection	2004 SLL Titles Average Age

Collection Analysis By Category

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	26	2016
Philosophy & Psychology	16	2002
Religion	35	1999
Social Sciences	687	1997
Language	56	1998
Science	1057	2001
Technology	478	2003
Arts & Recreation	312	2012
Literature	198	1995
History & Geography	526	1997
Biography	597	2001
Easy	2001	1944
General Fiction	1499	2005
Graphic Novels	161	2018

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 Non-fiction, and FY29 Fiction and Easy

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:

The Lantana Elementary School Media Center has four main sections of books:
Easy, Fiction, Nonfiction and Biography.

In addition, there are special shelves that feature:

Graphic Novels, Multicultural, Booked on STEM, Student Favorites

Lost or Damaged Library Materials

In accordance with School Board Policy 2.218(9)(10) which states: 9. 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. 10. Students may be charged a modest fine for library books returned late.

The LMS and student review the printed copy of the overdue/lost book(s) that contains the actual cost.

In order to facilitate cooperation and compliance:

Community service activities must be *supervised* age-appropriate activities at the school site.

Assistance and Maintenance in the Media Center, activities helpful to the school or its students.

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

School Year	Strategic Focus
FY27	Selection Priorities
	Non-Fiction 000-599
	Inventory and Deselection (Weeding) Focus 1) Inventory- Non-Fiction 000-599 2) Weeding- Non-Fiction 000-599
FY28	Selection Priorities
	Non-Fiction 600-999
	Inventory and Deselection (Weeding) Priorities 1) Inventory- Non-Fiction 600-999 2) Weeding- Non-Fiction 600-999
FY29	Selection Priorities
	Fiction (Easy and Intermediate)
	Inventory and Deselection (Weeding) Priorities 1) Fiction (Fiction, Easy, Story Collection, Graphic Novels). 2) Fiction (Easy AAA-ZZZ; Fiction AAA-ZZZ)

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)