

FY27 Collection Development Plan



Limestone Creek Elementary FY27 Collection Development Plan

Sally Loder- MATL

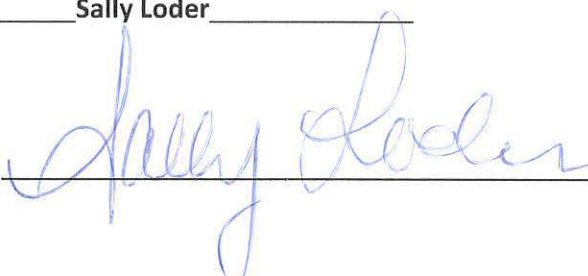
Educational Media Specialist

Signature Page

Limestone Creek Elementary
FY27 Collection Development Plan

Date Approved by Administration: **5/5/26**

Media Specialist Name: _____ **Sally Loder** _____

Media Specialist Signature:  _____

Principal Name: _____ **Melissa DiPasquale** _____

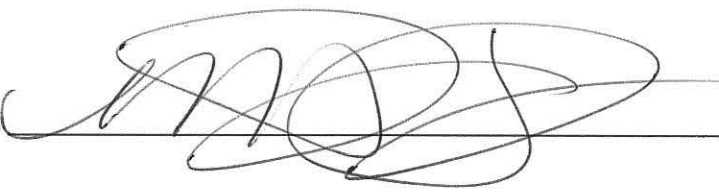
Principal Signature:  _____

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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

The users of Limestone Creek Elementary School Library Media Center come from grades kindergarten through fifth in addition to the faculty, staff and parents to create our community of users. We currently serve 943 students.

According to the Gold Report, Limestone Creek Elementary has a culturally and ethnically diverse student population representing different economic backgrounds which include:

White 68%, Black 5%, Hispanic 19%, Asian 2% and Multi-racial 4%.

Limestone Creek offers a Marine Science/STEM program that is on the Fine Arts wheel for all students to learn and enjoy.

School Mission Statement

Limestone Creek prepares the students with the academic skills and learning characteristics necessary to perform on or above grade level.

information acquisition and management skills through a variety of sources.

Proficient skills (reading, writing, math and science)

Higher level thinking skills through AVID strategies

Cooperative learning strategies

A respect for diversity

Responsible decision-making and problem solving through AVID and Project Based Learning Curriculum

Marine Science Initiative

Media Center Mission Statement

The Limestone Creek Media Center staff is committed to facilitating the learning opportunities, resources and instruction to enable students to become active self-motivated learners in the 21st century.

The Library Media Center is dedicated to designing and maintaining a library media program that supports, complements, and expands the instructional program of the school.

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 on a six day rotation to support academic standards and digital literacy. The program supports special school initiatives such as Battle of the Books, Book Fair, Literacy Week, Read A Thon, Read Across America, Read for the Record and provides a collaborative space for inquiry and research.

Goals and Objectives

Goal 1: To provide intellectual and physical access to information and ideas for a diverse population whose needs are changing rapidly by 75% by the end of FY27.

- *Select literature and other resources which reflect changes in the social and economic makeup of American society, as well as provide students with insight into other countries and cultures.
- *Maintain an integrated curriculum which focuses on interdisciplinary higher-order thinking skills.
- *Actively promote new and existing information and instructional resources and technologies.

GOAL 2: To promote literacy and the enjoyment of reading, viewing, and listening for young people at all ages and stages of development by 80% by the end of FY27.

*Encourage a wide variety of reading experiences through a collection which reflects the experiences and interests of students of different levels and, in turn, challenges them with new material.

*Work with classroom teachers in designing a literature-based curriculum which moves beyond textbooks and into the library.

*Provide a cheerful, welcoming, and easily accessible environment which invites students to use the media center.

GOAL 3: To provide leadership and expertise in the use of information and instructional technologies by 50% by the end of FY27.

*Obtain the initial training and continuous professional development necessary to take full

advantage of existing and emerging information and instructional technologies.

*Provide expertise in evaluating, selecting, using, and managing technologies.

*Instruct users of the media center in the most effective ways to use technology.

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.

Funding sources for the Library/Media Center budget include State Allocated Funds, book fairs, Read A Thon fundraiser, and PTO.

The annual Media Center budget is divided into various categories and spent as needed on supplies, books, eBooks, AV equipment, digital tools and computer hardware.

<i>School-based Operating Budget</i>	<i>Budget FY26</i>	<i>Projected FY27 Budget</i>
<i>Account 551100 - Media Supplies</i>	<i>\$849</i>	<i>\$849</i>
<i>Account 553420 - Media Subscriptions (Periodicals-Newspapers)</i>	<i>\$0 (transferred to books)</i>	<i>\$0 (will transfer to books)</i>
<i>Account 561100 - Library Books</i>	<i>\$1,284</i>	<i>\$1284</i>
<i>Account 562230 - Media A/V Equipment</i>	<i>\$571</i>	<i>\$571</i>
<i>Account 564220 - Furn-Fix/Equip</i>	<i>\$713</i>	<i>\$713</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>\$9532.72</i>	<i>\$15,220.64</i>
<i>State Media Allocation</i>	<i>FY26</i>	<i>Projected FY27</i>
<i>Account 561100 (program 3070) - Media Books</i>	<i>\$2625</i>	<i>\$2625</i>

Purchasing Plan FY27

Purpose	Amount
Books	7,500
Supplies	1,500
Furniture	12,000
Total:	\$21,000

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, Online Databases (District and Literacy Pro).

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:

Through a PTO grant, we purchased the program Scholastic Literacy Pro to be used school wide.

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.
- Ozobots for coding

Media Production:

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

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

In accordance with School District of Palm Beach County Board Policy 8.12 - Selection of Library Media Center Materials (see Appendix C), Limestone Creek Elementary School Media Center uses the following professional reviewing sources to aid in the selection of library media center materials.

- School Library Journal - <https://www.slj.com/section/reviews>
- Booklist - <https://www.booklistonline.com/>
- Horn Book Guide - <https://www.hornbookguide.com/site/>
- Center for the Children's Book - <https://bccb.ischool.illinois.edu/>
- Kirkus Reviews - <https://www.kirkusreviews.com/>
- Publisher's Weekly - <https://www.publishersweekly.com/pw/reviews/index.html>
- School Library Connection - <https://schoollibraryconnection.com/About>
- ALA Youth Media Awards -

Limestone Creek Elementary School Media Center only uses reviews from professional reviewing sources. Reviews from Amazon, Goodreads, Common Sense Media, and the like will not be considered when selecting library media center materials.

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:

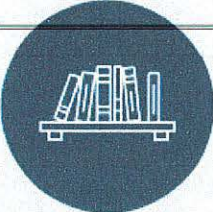
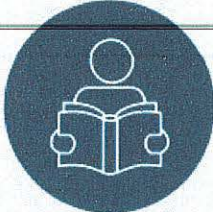
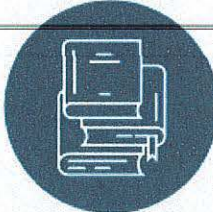
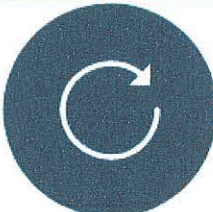
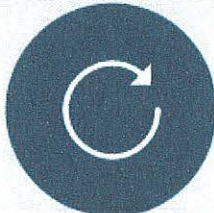
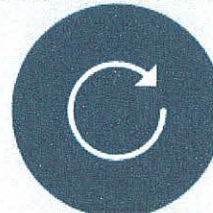
- Maintaining a professional library collection to assist with recertification and knowledge acquisition on education-related topics;
- Managing the online catalog, including the library inventory and circulation software;
- Selecting and making accessible online information databases for reference and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

			
19,931 Items in the Collection	23.5 Items per Student	33% Fiction Titles in the Collection	28% 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.			
	2008 Average Age of the Collection	53% 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.	
			
29% Representative Titles in Collection	2008 Representative Titles Average Age	41% SLL Titles in Collection	2010 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	153	2016
Philosophy & Psychology	29	2016
Religion	34	2012
Social Sciences	457	2008
Language	35	2011
Science	1,812	2010
Technology	752	2011
Arts & Recreation	1,647	2012
Literature	169	2006
History & Geography	568	2008
Biography	1,031	2006
Easy	5,994	2005
General Fiction	6,665	2010
Graphic Novels	233	2000

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.

FY 26 Fiction

FY 27 Nonfiction, Reference

FY 28 Everybody (Easy)n Fiction

FY 29 Fiction, special collections

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:

We have four sections in the media. Everybody, Everybody Fiction, Fiction and Nonfiction. Everybody is organized by author's last name. Paperbacks in the everybody section are separated into baskets by author's last name and color coded with colored dots that match the basket. The everybody fiction books are marked with a Red "E" label, or with duct tape that matches its spot on the spindles. The Fiction section is organized in alphabetical order by author's last name. The Nonfiction section starts out with Biographies and then in numerical order then author's last name.

Lost or Damaged Library Materials

Our school's policy on lost or damaged books will be to charge the student the cost of the book. This can be paid through cash, check or add to cashless schools. 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

School Year	Strategic Focus
FY27	Selection Priorities • Nonfiction • Biographies • Spanish/Sign Language
	Inventory and Deselection (Weeding) Focus • Nonfiction • Biographies • Spanish/Sign Language
FY28	Selection Priorities • Easy Fiction • Fiction • Special Collections
	Inventory and Deselection (Weeding) Priorities 1) Easy Fiction 2) Fiction 3) Special Collections
FY29	Selection Priorities • Fiction • Biographies • Nonfiction
	Inventory and Deselection (Weeding) Priorities 4) Fiction 5) Biographies 6) Nonfiction

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)