



Palm Springs Elementary School

FY27 Collection Development Plan

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Signature Page

Palm Springs Elementary School
FY27 Collection Development Plan

Date Approved by Administration:

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Table of Contents

Purpose Statement	Pg.5
Background Statement & School Community	Pg.5
School Mission Statement	Pg.6
Media Center Mission Statement	Pg.6
Responsibility for Collection Management Development	Pg.6
Library Program	Pg.6-7
Goals and Objectives	Pg.7
Budgeting and Funding	Pg.8-9
Scope of the Collection	Pg.10
Equipment	Pg.11
Collection Development	Pg.11
Selection Evaluation and Criteria	Pg.11-12
Analysis of the Collection	Pg.13-14
Gifts and Donations	Pg.14
Collection Maintenance	Pg.14
Lost or Damaged Library Materials	Pg.15
Strategic Focus – Weeding & Acquisitions	Pg.15
Reconsideration of Materials	Pg.16
Appendices	Pg.17
A - Library Bill of Rights	Pg.17
B - ALA Intellectual Freedom Statement	Pg.17
C - Board Policy 8.12	Pg.17
D - Board Policy 8.1205	Pg.17
E - Specific Material Objection Form	Pg.17

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

Palm Springs Elementary School is a vibrant and inclusive learning community serving students in Pre-Kindergarten through Grade 5. As a traditional public elementary school with a general K–12 service designation, we are dedicated to providing a high-quality, equitable education for all students. Palm Springs is a Title I school and a RAISE-designated school, reflecting our commitment to improving student achievement and providing targeted support for academic success.

With a student population that is 93 % minority and 100% economically disadvantaged, Palm Springs celebrates the cultural, linguistic, and social diversity that defines our school community. We serve a wide range of student subgroups, including English Language Learners (ELL), Students with Disabilities (SWD), and students who identify as Black/African American, Hispanic, White, and economically disadvantaged. Our school is focused on ensuring that all students—regardless of background—have the opportunity and support to thrive.

Palm Springs Elementary offers a variety of academic programs that enrich student learning and promote long-term success:

- **Dual Language Program:** This program supports bilingualism, biliteracy, and cross-cultural understanding by offering instruction in both English and Spanish. It is designed to serve both native English and Spanish speakers, helping all students gain fluency in two languages while mastering academic content.
- **AMP Math (Accelerated Math Program):** Our AMP Math initiative provides advanced instruction for students who demonstrate high achievement and potential in mathematics. It promotes deeper understanding and prepares students for future success in STEM pathways.
- **AVID (Advancement Via Individual Determination):** AVID at Palm Springs will help build academic confidence, organizational skills, and college- and career-readiness starting in the elementary grades.

Palm Springs Elementary has maintained a school grade of “C” over the past several years, using this as a foundation for continuous improvement. Our school community is actively engaged in raising academic performance through personalized instruction, family and community partnerships, and innovative learning opportunities. At Palm Springs Elementary School, we believe that every student can achieve excellence. We are proud to cultivate a supportive, engaging, and empowering environment where children grow into curious, capable, and compassionate learners.

School Mission Statement

The mission of the Palm Springs Elementary School Library Media Center is to serve as the academic hub of the school—supporting, enriching, and advancing the mission of Palm Springs Elementary School to educate, affirm, and inspire each student in an equity-embedded environment.

Media Center Mission Statement

Our library is a collaborative space where students, teachers, and community members come together to explore ideas, access information, and foster a love of reading and learning. We are committed to providing a curated collection of books and resources that is relevant, recent, rigorous, and responsive to both individual interests and school-wide academic goals. Through intentional selection and programming, we promote student choice, cultural representation, and literacy growth for all learners.

To ensure access and engagement for our diverse community, we continue to expand our collection of dual language materials, offering both hardcopy and digital formats. Our growing selection of ebooks with audio capabilities helps bridge language gaps and supports students at all reading levels, particularly those in our Dual Language and English Language Learner (ELL) programs.

The Palm Springs Library Media Center is a dynamic, inclusive, and innovative environment where every student can thrive as a reader, researcher, and global thinker.

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 program at Palm Springs Elementary School serves as a central component of the school's academic and cultural environment. Operating in alignment with the school's mission and goals, the Media Center provides a welcoming space where students are encouraged to explore, learn, and grow. While Fine Arts classes follow a fixed 9-day rotating schedule, students are welcome to check out books before school begins each day, promoting independent reading and responsibility. The Media Specialist actively supports all school-wide initiatives, collaborating with faculty, administration, and the broader community to bring enriching experiences to students, such as author visits, literacy

celebrations, and special reading initiatives. Instruction in the media center is carefully planned using a curated and diverse collection that reflects the scope and sequence for grades K–5, integrates key standards, and supports both the Structured English Language Learners (SELL) program and the development of a lifelong love of reading. Through meaningful collaboration, inclusive programming, and a strong instructional focus, the library program fosters literacy, creativity, and critical thinking across the entire school community.

Goals and Objectives

Goals and Objectives

1. Goal: Increase Student Book Checkouts

Specific: Promote independent reading by increasing student book checkouts before the first period.

Measurable: Achieve a 5% increase in total book checkouts compared to the previous school year.

Attainable: Encourage daily access by promoting before-school checkout times and integrating book promotions into classroom lessons.

Relevant: Supports literacy development and fosters a love of reading across all grade levels.

Time-bound: Goal to be met by the end of the 2026–2027 school year.

2. Goal: Host Community-Engaged Literacy Events

Specific: Plan and implement engaging literacy events in collaboration with faculty and community partners.

Measurable: Organize a minimum of three special library events (e.g., author visits, family literacy night, or reading celebrations).

Attainable: Utilize existing partnerships and school-wide communication channels for planning and promotion.

Relevant: Enhances the cultural and academic experience while supporting school-wide reading goals.

Time-bound: Events will be completed by May 2027.

3. Goal: Strengthen Instructional Support for ELL Students

Specific: Expand and utilize library resources to support Structured English Language Learners (SELL).

Measurable: Integrate bilingual 20% of media center lessons for SELL students.

Attainable: Leverage curated dual-language and audio book collections in both print and digital formats.

Relevant: Aligns with the school's equity-embedded mission and supports targeted language development.

Time-bound: Implementation to be completed by May 2027, with progress reviewed quarterly.

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.

The library program at Palm Springs Elementary School is supported through a variety of dedicated funding sources that help maintain and grow a dynamic, student-centered learning environment. These funds are strategically used to enhance literacy resources, support instructional goals, and provide equitable access to materials for all students.

The current funding sources for the library include:

- **Media Supplies – \$787.00** This allocation is used for essential operational materials such as book repair supplies, library processing items, signage, and other consumables that support the day-to-day functioning of the Media Center.
- **Library Books – \$1416.00**
These funds are designated specifically for purchasing new titles to expand and refresh the library collection. This includes high-interest fiction, nonfiction, bilingual books, and materials aligned with the school's curriculum and student interests.
- **Furniture, Fixtures & Equipment (Furn-Fix/Equip) – \$787.00**
This funding supports the purchase or replacement of library furniture, fixtures, and small equipment that help maintain a functional and engaging learning environment. Items may include shelving, seating, display units, or technology accessories.
- **Media Internal Accounts – \$1,343.80**
These funds are flux and added to through internal school activities such as book fairs or donations and offer flexible support for special projects, author visits, technology upgrades, or expanding interactive and digital resources, including eBooks and audio-enhanced materials.
- **Periodicals-Newspapers - \$472.00**
- **AV.Materials -\$1628.00**

Together, these funding streams ensure the Palm Springs Elementary School Library can continue to provide a diverse, relevant, and high-quality collection and learning space that supports both academic achievement and a lifelong love of reading.

<i>School-based Operating Budget</i>	<i>Budget FY26</i>	<i>Projected FY27 Budget</i>
<i>Account 551100 - Media Supplies</i>	<i>\$787</i>	<i>\$ 700</i>
<i>Account 553420 - Media Subscriptions (Periodicals-Newspapers)</i>	<i>\$472</i>	<i>\$ 400</i>
<i>Account 561100 - Library Books</i>	<i>\$1416</i>	<i>\$ 1400</i>
<i>Account 562230 - Media A/V Equipment</i>	<i>\$1628</i>	<i>\$ 1600</i>
<i>Account 564220 - Furn-Fix/Equip</i>	<i>\$787</i>	<i>\$ 700</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>\$3656.19</i>	<i>\$ 3500.00</i>
<i>State Media Allocation</i>	<i>FY26</i>	<i>Projected FY27</i>
<i>Account 561100 (program 3070) - Media Books</i>	<i>\$1416.00</i>	<i>\$ 1400.00</i>

Purchasing Plan FY27

Purpose	Amount
Media Supplies	\$700
Library Books-Concentration in book series and coordinating graphics with traditional print. (i.e I survived series)	\$1400
Furn-Fix/Equip-collaborative tables	\$700
Fundraising/ Grants- furniture- collaborative tables	\$3500
Non Fiction Books to fill Dewey shortages	\$800
Account 561100 (program 3070) - Media Books	\$1200
Total:	\$8300.00

Scope of the Collection

The Palm Springs Elementary School Library maintains a diverse and thoughtfully curated collection designed to support both academic curriculum and independent, pleasure reading, in alignment with School Board Policy 8.12 . The collection includes a wide range of formats and materials to meet the instructional and recreational needs of all students across grade levels.

The collection includes:

- **Hard Copy Books:** A balanced selection of fiction and nonfiction titles arranged by standard Dewey Decimal Classification, as outlined in District Policy (Section 8 – Management of Library Media Instructional Materials). These books support grade-level standards, cultural representation, and student interests.
- **Interactive Books (Licensed in Perpetuity):** These titles provide enhanced reading experiences through multimedia features and are available indefinitely to ensure long-term accessibility and use.
- **District-Provided Databases and eBooks:** In addition to school-purchased resources, Palm Springs students benefit from access to district-approved online databases and eBooks, which expand our local collection and are available 24/7 from school or home. These databases include PebbleGo Platform: A trusted, age-appropriate research database provided in both Spanish and English, supporting the dual language program, English Language Learners, and research skills in grades K–5. Additionally, MackinVIA Electronic Books is a collection of high-quality eBooks accessible through the MackinVIA platform, which allows students to read or listen to books from any internet-connected device. The platform supports both schoolwork and personal reading choices.

- **Hardware and Software Access:** Students can access digital resources using school-issued laptops and Smartboards in classrooms, ensuring equitable access to the full collection during instruction and independent reading time. These resources, both physical and digital, are selected and maintained to ensure they are relevant, current, and inclusive, supporting the instructional goals of the school while fostering a lifelong love of reading. The collection is continuously reviewed and updated to align with evolving curriculum standards, student needs, and community values.

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: 3 Desktop Student Workstations.
- Classroom Technology: Interactive Flat Panel, Document Camera, Sound System.

Teacher Support and Workroom:

- Production: Large Format (Poster) Printer, Laminator, Die-Cut Machine.
- A/V Support: Portable Projectors, PA System, Portable Speakers.

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

1. Selection Responsibilities:

- Only certified educational media specialists, employed by the district and trained annually per State Board of Education Rule 6A-7.0715, may select books. Stakeholder consultation is required, including community input via online lists and Academic Advisory Committee notifications. Additional review may be sought using form PBSD 2671. Materials can be acquired after stakeholder review: 72 hours for book fair materials and two weeks for other materials.

2. Selection Criteria:

- Materials must enrich and support the school's educational goals and be diverse, age-appropriate, aligned with state academic standards, and free of prohibited content (e.g., pornography or materials harmful to minors). Use reputable professional reviews (e.g., *School Library Journal*, *Kirkus*). When selecting materials I consider educational significance, diversity, developmental appropriateness, accuracy, literary merit, and technical quality. Collections must support all students, including ESE and ELL, and reflect diverse viewpoints and cultures.

3. Removal of Materials:

- Books are removed based on poor condition, low circulation, outdated content, or misalignment with academic standards. Additionally, if there were an objection, objections follow a formal procedure outlined in Policy 8.1205. Lastly, the Superintendent or designee may remove materials based on legal standards, with documentation.

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.

			
4893 Items in the Collection	5.7 Items per Student	59% Fiction Titles in the Collection	31 % 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.			
	2018 Average Age of the Collection	14% Aged Titles	33% Newer than 5 Years
Library media resources should be representative of the school. 22% of the current collection		Skills for Lifelong Learning (SLL) library media resources can contribute to character development.	

			
Diverse Titles 1066 Titles 22% in Collection	Diverse Titles 2016	SLL Titles (%) 45%	SLL Titles Average Age 2017

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	# 20	2017
Philosophy & Psychology	# 89	2019
Religion	# 24	2015
Social Sciences	# 199	2016
Language	# 48	2017
Science	# 438	2019
Technology	#157	2017
Arts & Recreation	# 170	2020
Literature	# 32	2015
History & Geography	# 142	2018
Biography	# 185	2016
Easy	# 1413	2017
General Fiction	# 1453	year
Graphic Novels	# 482	2021
Unrecognized	#41	2017

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.

2025/2026- Non Fiction including subsections (#741.5, Bilingual Spanish, Haitian, Multicultural)

2026/2027 Easy

2027/2028 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:

There are four main areas of the library. All areas are clearly labeled with signage and books are placed with spine labels showing F for Fiction, E for Easy/Everybody books and the first three letters of the authors last name. The nonfiction books are organized by dewey number with the first three letters of the author's last name. Nonfiction books are further divided into subsections of Spanish, Bilingual, and Graphic Novels #741.5. Additionally books are now in the process of being placed in coordinating colored bins for the 4 main areas.

Lost or Damaged Library Materials

Palm Springs Elementary School does not charge late fees, however, we do charge for lost books and books that are grossly damaged by a student. Financial hardships are taken into consideration when assessing fines and or waiving a portion or all of the fines owed.

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

School Year	Strategic Focus
FY27	Selection Priorities Buying book sets that are traditional print and a set of the same

	titles that are graphic novels. This will help provide a bridge for readers.
	Inventory and Deselection (Weeding) Focus 1) I use a Destiny/Titlewave analysis of what books need to be weeded along with weeding damaged or aged books as they are circulated.
FY28	Selection Priorities Bilingual books
	Inventory and Deselection (Weeding) Priorities Fiction books
FY29	Selection Priorities Fill in Dewey critical shortages
	Inventory and Deselection (Weeding) Priorities 1) Fiction (General Fiction, Easy, Story Collection, Graphic Novels). 2) Non Fiction Dewey ranges 000-999

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)

Signature: Lasya Silberman
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Final Audit Report

2026-05-18

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