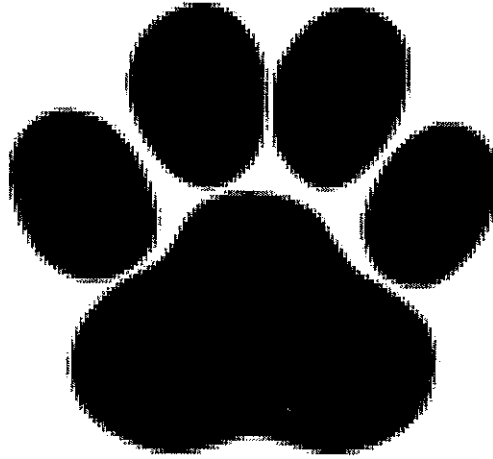




Panther Run Elementary

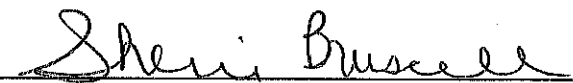
FY27 Collection Development Policy

Sherri Bruscell
Educational Media Specialist

Panther Run Elementary
FY27 Collection Development Plan

Date Approved by Administration: May 5, 2026

Media Specialist Name: Sherri Bruscell

Media Specialist Signature: 

Principal Name: Risa Suarez

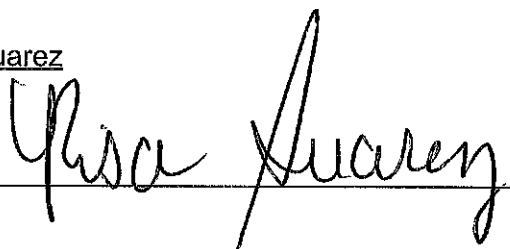
Principal Signature: 

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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 students at Panther Run Elementary School Media Center range from VPK/pre-k through fifth grade. They represent culturally diverse ethnic and economic backgrounds. The Media Center also serves the faculty and staff. Panther Run has a VPK and gifted program. PRE offers a number of afterschool activities including: Running Club, Art Club, Battle of the Books, Calypso Cats, Symphonic Band, SECME, Academic Games and so much more. According to the most recent Showcase of Schools on the district website, here is the breakdown of our school's population. White: 54%; Black 13%;Hispanic 23%

Panther Run Mission and Vision Statement

Panther Run Elementary School's mission is to give all students the opportunity to acquire and utilize skills enabling them to be successful in their future. Panther Run envisions a place of excellence where children can achieve full potential in their academic, creative, personal and physical development through the partnership which exists between school, parents and community.

Media Center Mission Statement

The mission of the Panther Run Elementary media center staff is to create a safe learning environment for faculty, staff and students. PRE is dedicated to creating and maintaining a library that supports the curriculum and provides resources in a variety of formats for every type of learner.

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 center is open each day to ensure equitable access for all students to library media resources. Students are scheduled to come to the media center during their fine arts rotation. This is a

five-day rotation schedule. Students are encouraged to check out materials for use at home or in the classroom for a two-week period, after which materials may be re-checked if necessary. Besides library skills, students learn how to use technology in a variety of ways.

Special Initiatives

- Morning Announcements - Selected 5th grade students present the morning announcements each day. The news is uploaded to Youtube.
- Hour of Code
- Battle of the Books
- Digital Citizenship - Techsafe
- Author Visits
- Summer Reading initiative (Bingo)

Goals and Objectives

Goal 1: Add more Makerspace options, including more robotics, coding, and Little Bits for circuitry:

- Purchase challenging Makerspace materials.
- Research the most innovative products to add to our Makerspace.
- Look into fundraising/grants

Goal 2: Continue to fill in gaps by purchasing books that complement and complete the collection.

- Continue to purchase books that help develop a robust collection, using Follett Titlewave Analysis Report as one basis of analysis.

Budget and Funding

The LMC is given a school-based operating budget at the beginning of every school year. The school administration uses a formula to distribute the appropriated funds. The budget for the FY27 school year is expected to be similar to FY26.

School-based Operating Budget	Budget FY26	Projected FY27 Budget
Account 551100 - Media Supplies	\$1,274.73	\$1,300.00
Account 553420 - Media Subscriptions (Periodicals-Newspapers)	\$0	\$0
Account 561100 - Library Books	\$1077.27	\$1,100.00
Account 562230 - Media A/V Equipment	\$0	\$0
Account 564220 - Furn-Fix/Equip	\$554	\$600.00
Fundraising and/or Grants	NA	NA
Media Center Internal Account number for your grant(s) (get this from your bookkeeper)	\$0	NA
State Media Allocation	Budget Amount	Projected FY27
Account 561100 (program 3070) - Media Books	\$2,334.00	\$2,400.00

Purchasing Plan FY27

Purpose	Amount
Books	\$3,411.27
Supplies	\$500
STEM	\$500
Makerspace	\$500
Total:	\$4,911.27

Equipment

In our Media Center we have 40 Chromebooks for student use. There is one smart board and two color printers. We have a TV Production studio located in the back of the media center. In our workroom there is a copy machine as well as a color poster maker.

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.

- Print: Hardcover and Paperback Books, Graphic Novels, Reference Materials, Professional Collection.
- Digital: eBooks, Digital Audiobooks, Online Databases (District and Site-Licensed).

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: 40 Chromebooks
- Classroom Technology: Interactive Flat Panel, Sound System.
- 6 coding kits

Media Production:

- TV Studio: Full Production Studio (Cameras, Tri-Caster/Mixer, Lighting).
- Student Production: Cameras/Tripods, Microphones

Teacher Support and Workroom:

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

Circulation and Access:

- Devices: Student Laptops/Chromebooks (Daily Loaners), Laptop Chargers

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

When selecting books for the media, I look for reviews in professional journals such as: School Library Journal, Horn Book, Kirkus Reviews, Booklist. I purchase books through Follett/Titlewave. When purchasing books, I look for educational significance, age appropriateness and curriculum alignment.

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:

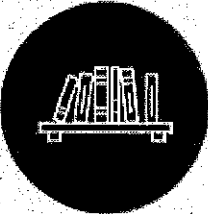
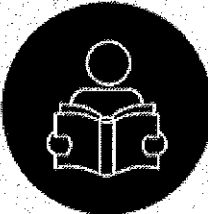
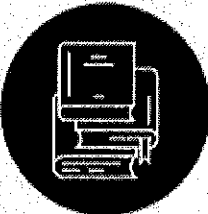
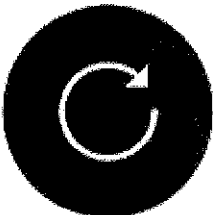
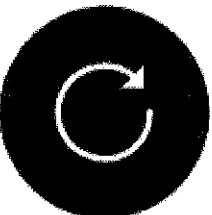
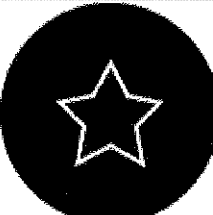
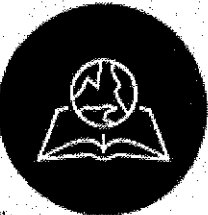
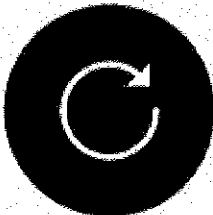
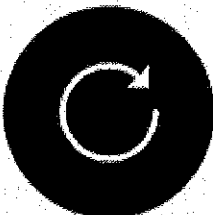
- Maintaining a professional library collection to assist with recertification and knowledge acquisition on education-related topics;
- Managing the online catalog, including the library inventory and circulation software;
- Selecting and making accessible online information databases for reference and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

			
19,513 Items in the Collection	24.8 Items per Student	24% Fiction Titles in the Collection	37% 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.			
	1999 Average Age of the Collection	75% Aged Titles	4% 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.	
			
28% Representative Titles in Collection	1999 Representative Titles Average Age	32% SLL Titles in Collection	2002 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	56	2011
Philosophy & Psychology	40	1994
Religion	74	1995
Social Sciences	1,413	1994
Language	132	1996
Science	2,044	1997
Technology	941	1997
Arts & Recreation	865	2005
Literature	375	1993
History & Geography	1,185	1994
Biography	929	1998
Easy	5,200	1996
General Fiction	4,721	2006
Graphic Novels	293	2016

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 - Easy; FY28 Nonfiction; 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:

Easy and Fiction books are organized by the first three letters of the author's last name. The non fiction section is organized by the Dewey Decimal System.

Lost or Damaged Library Materials

Students are required to pay for lost or damaged books. If the student does not pay for a lost or damaged book, it stays on their record once they leave Panther Run.

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

School Year	Strategic Focus
FY27	Selection Priorities SEL books, Diversity
	Inventory and Deselection (Weeding) Focus 1) The Easy (picture book section) will be inventoried. 2) The Easy section will be weeded.
FY28	Selection Priorities Add Graphic Novels, Update Science section, add more biographies
	Inventory and Deselection (Weeding) Priorities 1) The non fiction 000-999 section will be inventoried 2) The non fiction 000-999 section will be weeded.
FY29	Selection Priorities Add books from different genres: fantasy, realistic fiction, horror, adventure
	Inventory and Deselection (Weeding) Priorities 1) Fiction (General Fiction, Easy, Story Collection, Graphic Novels).

Reconsideration of Materials

Objection Protocols: In the event of a citizen objection to any material within the library or classroom collection, the school shall strictly follow the procedures outlined in School Board Policy 8.1205. Copies of this policy and the Specific Material Objection Form are included in the Appendices of this document for immediate reference.

Status of Challenged Materials: Materials currently under objection shall be managed in accordance with the District's reconsideration procedures. Except where immediate removal is required by state statute (e.g., alleged sexual conduct), no material shall be removed or restricted solely based on an objection until the formal review process has been completed.

Annual Evaluation and Revision of Collection Development Plan

This collection development plan will be reviewed annually.

Appendices

A: Library Bill of Rights

"Library Bill of Rights", American Library Association, June 30, 2006.

[Link](#) (Accessed March 13, 2026)

Document ID: d03f6aae-7e51-46b3-afed-50fa0809f8ca

B: Intellectual Freedom Statement

"The Freedom to Read Statement", American Library Association, July 26, 2006.

[Link](#) (Accessed March 13, 2026)

Document ID: 24cc13f0-22e4-4c16-ba92-d68ee65b9e28

C: Policy 8.12 - Selection of Library Media Center Materials, Classroom Library Materials, and Reading List Materials

School Board of Palm Beach County (November 14, 2023). Selection of Library Media Center Materials and Reading List Materials.

[Link](#) (Accessed March 13, 2026)

D: Policy 8.1205 - Objection Procedures for Specific Library Media Center, Classroom Library, Reading List, Supplemental or Instructional Materials That Have Not Gone Through the Board Adoption Process

School Board of Palm Beach County (November 14, 2023). Objection Procedures for Specific Library Media Center, Classroom Library, Reading List, Supplemental or Instructional Materials That Have Not Gone Through the Board Adoption Process.

[Link](#) (Accessed March 13, 2026)

E: Specific Material Objection Form

School Board of Palm Beach County (November 14, 2023). Specific Material Objection Form.

[Link](#) (Accessed March 13, 2026)