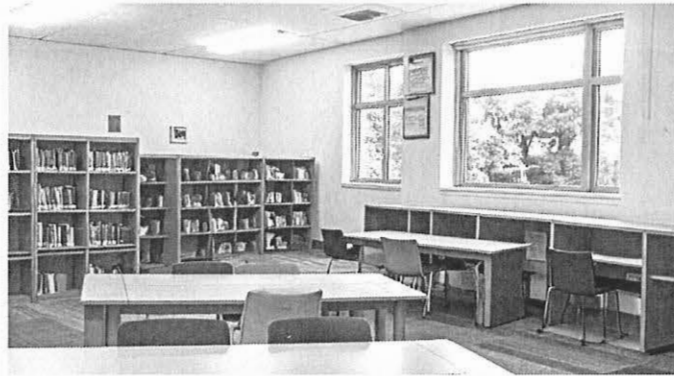


# FY27 COLLECTION DEVELOPMENT PLAN



## **Pioneer Park Elementary FY27 Collection Development Plan**

*Tabatha Thomas Wilkerson*

Educational Media Specialist

**Signature Page**

**Pioneer Park Elementary**

FY27 Collection Development Plan

Date Approved by Administration: **May 22, 2026**

Media Specialist Name:                     *Tabatha Wilkerson*                    

Media Specialist Signature: \_\_\_\_\_

Principal Name:             Dr. Sandra Moreau            

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**

Pioneer Park Elementary School is a Title I school located in Belle Glade, Florida, serving a diverse community of stakeholders that includes students in Kindergarten through 5th grade, faculty, staff, parents, and local community members.

According to current school data, Pioneer Park Elementary Library Media Center supports a culturally and ethnically diverse student population representing a wide range of socioeconomic backgrounds, with 99% of students qualifying for free or reduced-price lunch. The school's demographic composition includes 71% Black, 27% Hispanic, 2.5% White, 0.9% Asian, and 2% Multiracial students. Additionally, 22% of students are English Language Learners (ELL), and 21% are students with disabilities, highlighting the need for inclusive, equitable, and accessible educational and library resources.

Pioneer Park Elementary is committed to fostering lifelong learning by providing students with opportunities to discover, develop, and showcase their unique talents and abilities. The school offers a variety of enrichment programs designed to encourage creativity, confidence, and self-expression, including band, music, dance, chorus, step team, and drama. Through these programs, PPE strives to cultivate well-rounded students who are empowered academically, socially, and creatively.

## **School Mission Statement**

Pioneer Park Elementary School strives to educate and empower students to realize their full potential as responsible, productive, and contributing members of society by fostering an educational environment that promotes academic excellence, values diversity, encourages critical thinking, and supports the success of all our learners.

## **Media Center Mission Statement**

The Library Media Center empowers our school community by providing the essential resources and technologies needed to achieve academic excellence and personal growth. We are dedicated to fostering a lifelong love of reading through curated access to high-quality print and digital media.

- **Our Commitment** To fulfill this mission, the library media staff will
- **Cultivate** a diverse collection of multi-format resources tailored to the unique needs of every learner.
- **Foster** an inclusive environment that sparks inquiry and fuels intellectual curiosity.
- **Inspire** a passion for reading and exploration to support lifelong learning.
- **Empower** students with the information literacy skills necessary to navigate a complex digital world independently.

### **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 Center is committed to designing, developing, and maintaining a comprehensive library media program that supports, enhances, and extends the school's instructional curriculum. The Media Specialist collaborates closely with classroom teachers to create and implement lessons that align with and reinforce classroom instruction.

To ensure equitable access for all students, the Library Media Center remains open each school day during student attendance hours. School administrators and faculty recognize research demonstrating that student achievement and learning outcomes improve when students have access to library media services and resources at their point of need.

At Pioneer Park Elementary School, the Media Specialist provides instruction for 4th and 5th grade students through the Fine Arts Wheel rotation, while all other grade levels are scheduled regular opportunities to visit and utilize the library. The Library Media Center operates Monday through Friday from 7:30 a.m. to 3:30 p.m.

The media program promotes inquiry-based learning and encourages extensive use of resources in multiple formats to meet the diverse needs of all learners across all areas of the curriculum. In addition, the Library Media Center supports and facilitates a variety of literacy, technology, and enrichment initiatives, including Library Utilization Skills, Children's Book Week, Read for the Record, Digital Citizenship, Celebrate Literacy Week, School Library Month, Read Across America, World Read Aloud Day, and Tech Safe programs.

## **Goals and Objectives**

### **Goal 1: Update and Expand the Library Collection**

- Remove outdated materials, particularly in nonfiction areas such as science and technology.
- Weed out resources that are no longer relevant or demonstrate consistently low circulation.
- Ensure the collection aligns with the school curriculum while meeting the academic and recreational reading needs of students and staff.

### **Goal 2: Promote Inclusiveness and Diversity**

- Ensure diverse characters, cultures, and perspectives are represented across all genres and subject areas.
- Regularly update book displays and featured collections to highlight varied viewpoints and underrepresented voices.
- Foster an inclusive library environment that encourages all students to see themselves reflected in literature and media resources.

### **Goal 3: Implement and Strengthen Technology Literacy Instruction**

- Expand technology literacy instruction to include digital citizenship, online safety, and responsible technology use.
- Provide ongoing instruction throughout the school year on proper device care and maintenance.
- Teach students basic troubleshooting skills to help them independently resolve common technical issues.

### **Goal 4: Continue Expanding the TV Production Program**

- Enhance morning announcement segments through collaborative input from teachers and students to increase engagement and overall production quality.
- Develop and implement lessons focused on video production, photography, and multimedia communication skills.
- Continue utilizing TypingClub to strengthen and refine students' typing accuracy, keyboarding proficiency, and speed.

## 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.

| <i><b>School-based Operating Budget</b></i>                                                       | <i><b>Budget FY26</b></i> | <i><b>Projected FY27 Budget</b></i> |
|---------------------------------------------------------------------------------------------------|---------------------------|-------------------------------------|
| <i>Account 551100 - Media Supplies</i>                                                            | <i>\$ 524.66</i>          | <i>\$ 524.66</i>                    |
| <i>Account 553420 - Media Subscriptions<br/>(Periodicals-Newspapers)</i>                          | <i>\$ 170</i>             | <i>\$ 170</i>                       |
| <i>Account 561100 - Library Books</i>                                                             | <i>\$ 1150.00</i>         | <i>\$ 1150.00</i>                   |
| <i>Account 562230 - Media A/V Equipment</i>                                                       | <i>\$ 0</i>               | <i>\$ 0</i>                         |
| <i>Account 564220 - Furn-Fix/Equip</i>                                                            | <i>\$ 0</i>               | <i>\$ 0</i>                         |
| <i><b>Fundraising and/or Grants</b></i>                                                           | <i><b>FY26</b></i>        | <i><b>Projected FY27</b></i>        |
| <i>Media Center Internal Account number for your grant(s)<br/>(get this from your bookkeeper)</i> | <i>\$ 0</i>               | <i>\$ 0</i>                         |
| <i><b>State Media Allocation</b></i>                                                              | <i><b>FY26</b></i>        | <i><b>Projected FY27</b></i>        |
| <i>Account 561100 (program 3070) - Media Books</i>                                                | <i>\$ 1203.</i>           | <i>\$ 1203</i>                      |

**Purchasing Plan FY27**

| Purpose              | Amount     |
|----------------------|------------|
| Subscription         | 340.00     |
| Books                | 1000.00    |
| Supplies             | 529.86     |
| STEM                 | 150.00     |
| Books (Program 3070) | 1203.00    |
|                      |            |
|                      |            |
| Total:               | \$ 3200.00 |

**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.

Collection development at Pioneer Park Elementary School is influenced by the school's curriculum, which follows the guidelines set forth by the School District of Palm Beach County (SDPBC), which in turn is governed by the Department of Education of the State of Florida. The collection includes databases and e-books provided by the Department of Library Media Services at the School District of Palm Beach County. These databases and eBooks expand PPES' collection and provide 24/7 access for students.

Per the Palm Beach County School District Board Policy 8.12 (see Appendix A), all collections are arranged by the Dewey Decimal Classification System, while also supporting both curriculum and pleasure reading.

**Formats:**

- Print: Hardcover and Paperback Books, Graphic Novels, Reference Materials, Periodicals (Magazines/), 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.

**Site Licenses:****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: [30] Desktop Student Workstations.
- Classroom Technology: Interactive Flat Panel, Document Camera, Sound System.

**Media Production:**

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

**Teacher Support and Workroom:**

- Production: Large Format (Poster) Printer, Laminator, Die-Cut Machine, and copiers

### **Circulation and Access:**

### **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**

When selecting instructional materials, at Pioneer Park Elementary School we consider the needs of our students, by examining the current curriculum and the existing collection. To ensure an effective assessment of these needs, several steps are followed. First, an inventory of the collection is conducted to identify items that need to be replaced, missing materials, or other essential requirements. This helps identify areas that need attention and improvement. In addition, the library's media materials are reviewed in light of the Florida State Standards for appropriateness. To keep track of areas that require additional resources.

In addition, staff and student input is actively sought to identify the specific needs of Pioneer Park Elementary School. There are ongoing conversations with teachers and students to assess the appropriateness and relevance of the materials used. This feedback helps to understand any gaps or areas that require further support. Having regular dialogue helps me to stay current with their recommendation for the types of materials they would like to see added to the collection. This inclusive approach ensures that instructional materials align with the interests and requirements of the school community, encompassing informational materials, curricular materials, and materials for reading for pleasure. When choosing materials for the library/media collection, the "Library Bill of Rights" and School Board Policy 8.1205 will be followed for the evaluation, selection, management, and disposal of library media materials.

The following factors are taken into account:

- Professional Reviews: Print or non-print media, including video footage, that has been favorably appraised in a credible, unbiased, professionally prepared selection tool, such as, but not limited to: School Library Journal, The Newberry Award, The Caldecott Awards, Appropriateness: The material is appropriate for the students' age, maturity, various interests, and learning levels. Reading levels and lexiles are thought to provide a variety of information that both challenges and directs the student's selection process, and Copyright: Supplemental instructional resources and library media materials utilized in a school must be obtained and used in conformity with federal, state, and District copyright laws, rules, and policies, as specified in School Board Policy 8.121.

### **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**

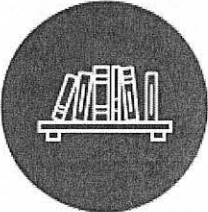
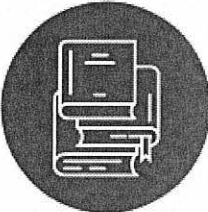
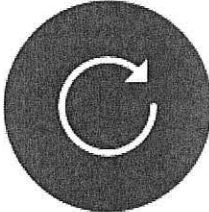
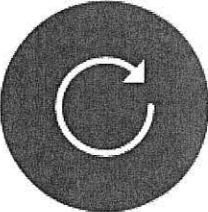
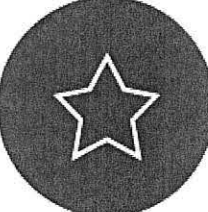
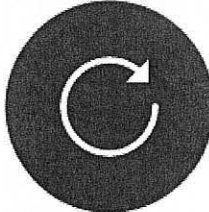
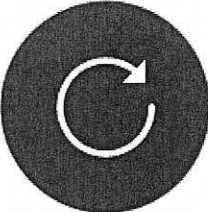
The School District Library Media Services Department supports school-based library media center personnel and establishes uniform policies and procedures for school library media centers throughout the District. These services include, but are not limited to:

- 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.

|                                                                                                                                                |                                                                                     |                                                                                                     |                                                                                       |
|------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
|                                                               |    |                   |    |
| <b>9819</b><br>Items in the Collection                                                                                                         | <b>22.8</b><br>Items per Student                                                    | <b>17%</b><br>Fiction Titles in the Collection                                                      | <b>33%</b><br>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. |   |                  |   |
|                                                                                                                                                | <b>2017</b><br>Average Age of the Collection                                        | <b>75%</b><br>Aged Titles                                                                           | <b>3%</b><br>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. |                                                                                       |
|                                                             |  |                 |  |
| <b>3846</b><br>Representative Titles in Collection                                                                                             | <b>1998</b><br>Representative Titles Average Age                                    | <b>37%</b><br>SLL Titles in Collection                                                              | <b>1999</b><br>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 | 41          | 2002               |
| Philosophy & Psychology                       | 24          | 1994               |
| Religion                                      | 32          | 1997               |
| Social Sciences                               | 652         | 1995               |
| Language                                      | 93          | 1999               |
| Science                                       | 1108        | 1197               |
| Technology                                    | 351         | 1997               |
| Arts & Recreation                             | 238         | 2003               |
| Literature                                    | 226         | 1993               |
| History & Geography                           | 440         | 1997               |
| Biography                                     | 419         | 1998               |
| Easy                                          | 2527        | 1995               |
| General Fiction                               | 1709        | 1999               |
| Graphic Novels                                | 718         | 1998               |

## 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 Non-fiction. Biography and Reference

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:**

The library is set up according to the Dewey Decimal system for ease of navigation and to enhance our patrons' experience. Each shelf includes Dewey Decimal classifications to help locate topics. As you approach each shelf individually, it features detailed kid-friendly labels corresponding to specific classifications. The label includes the call number, topic, image, and an arrow pointing to the location of the books. In addition to facilitating effective book retrieval, this organizational scheme creates an inviting atmosphere that encourages exploration and discovery.

## **Lost or Damaged Library Materials**

Any library material that is lost or damaged must be reported immediately. Any library material not returned within the school year after the due date will be declared lost. The borrower will be liable for the replacement costs in line 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." The charge is the cost of the item lost. If an item is found and returned after payment has been made, a refund is given if a replacement has not been ordered. The refund is the price of the material.

NOTE: Failure to return library materials or to clear outstanding fines may result in the holding of satisfying graduation requirements and/or the revoking of library privileges. There will be some exceptions to this policy (TBD) by the Media Specialist and School Principal on case by case basis.

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

| School Year | Strategic Focus                                                                                                                                                           |
|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| FY27        | <b>Selection Priorities</b><br>EASY, NON FICTION, FICTION                                                                                                                 |
|             | <b>Inventory and Deselection (Weeding) Focus</b><br>NON FICTION: 300- 399 & 500 -599<br>EASY: A-F<br>FICTION: A-F                                                         |
| FY28        | <b>Selection Priorities</b><br>[NON- FICTION, EASY, FICTION                                                                                                               |
|             | <b>Inventory and Deselection (Weeding) Priorities</b><br>FICTION: G-L<br>NON FICTION: BIOGRAPHY, REFERENCE, 001-299<br>EASY: G-L                                          |
| FY29        | <b>Selection Priorities:</b> FICTION, NON FICTION, EASY                                                                                                                   |
|             | <b>Inventory and Deselection (Weeding) Priorities</b><br>Fiction (General Fiction ( M-Z)<br>Easy, Story Collection<br>Graphic Novels).<br>NON FICTION 400 -499, 900 - 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)