



Pleasant City Community Elementary School
FY27 Collection Development Plan

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(Educational Media Specialist, Elementary Education K-6, English 6-12, Reading K-12, ESOL & Gifted Endorsements)

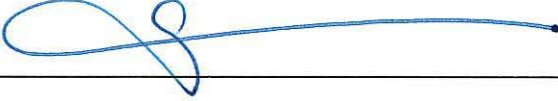
Certified Educational Media Specialist

Signature Page

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Date Approved by Administration: 5.4.2026

Media Specialist's Name: Dr. Audrita Drayton

Media Specialist's Signature: 

Principal's Name: Mrs. Adrienne Griffin

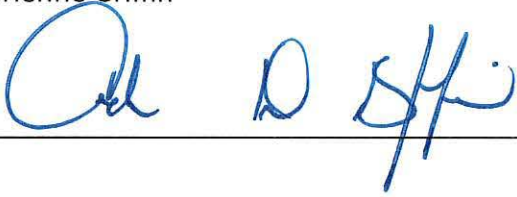
Principal's Signature: 

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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

Pleasant City Community Elementary School (Pleasant City Elementary) was opened in 2002 in West Palm Beach, Florida. It is a Title I school and houses grades kindergarten through fifth. Pleasant City Elementary's student body is 258 students whose composition is 82% Black (211), 15% Hispanic (38) and 2% White (5). Three percent of Black students (6) and 58% of Hispanic students (22) speak languages other than English. Of the 258 students enrolled at Pleasant City Elementary, 15% (32) of Black students, 16% (6) of Hispanic students, and 20% (1) are under the subcategory of exceptional student education. Finally, 92% of Black students, 63% of Hispanic students, and 40% of White students receive free/reduced lunch.

School Mission Statement

Pleasant City Elementary's staff, parents, and community are committed to providing our students with technology embedded, standards driven instruction that is equitable for all students. Instruction which showcases each students' creativity and is differentiated to meet their individual needs. Moreover, to build confident, competent individuals and catapult them to their ultimate goal of being college and career ready.

Media Center Mission Statement

The mission of the library/media center is the development of self-regulated, life-long learners who are capable of thinking critically, problem solving, and working with others for the purpose of becoming positive, productive citizens. In addition, Pleasant City Elementary's staff is committed to providing students with technology embedded, standards driven instruction that is differentiated and that showcases their creativity. Furthermore, we are tasked with building confident, competent individuals who are college and career ready.

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

Pleasant City Community Elementary School's library program operates on a fixed, four-day rotational schedule to ensure access for all students. Instruction is provided weekly to support academic standards, digital literacy, et cetera. The program supports special school initiatives and provides a collaborative space for inquiry and research.

Goals and Objectives

- **Goal 1:** To increase the overall average publication date of the Pleasant City Elementary Library Media Collection by 10%
 - ❖ **Objective 1:** To weed at least 10% of outdated books characterized as Education for FY 27
 - ❖ **Objective 2:** To purchase and to replace the weeded nonfiction materials classified as Education by at least 10% for FY27
- **Goal 2:** To purchase more contemporary books related to the needs and the interests of stakeholders
 - ❖ **Objective 1:** To weed at least 10% of books that are not circulating and classified in the Dewey Decimal System as Social Problems & Services for FY27
 - ❖ **Objective 2:** To purchase and to replace at least 10% of weeded books that are not circulating and are classified in the Dewey Decimal System Social Problems & Services for FY27
- **Goal 3:** To make the media center pivotal to classroom instruction
 - ❖ **Objective 1:** To collaborate with at least 15% of the faculty to address teacher and/or students' needs to include, but not limited to vocabulary instruction
 - ❖ **Objective 2:** To collaborate with administration to ensure the positive promotion of the media center through announcements and/or the principal's newsletter for FY27

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	\$215.00	\$220.00
Account 553420 - Media Subscriptions (Periodicals-Newspapers)	\$0	\$0
Account 561100 - Library Books	\$842.00	\$890.00
Account 562230 - Media A/V Equipment	\$0	\$0
Account 564220 - Furn-Fix/Equip	\$0	\$0
Fundraising and/or Grants	FY26	Projected FY27
Media Center Internal Account number for your grant(s) (get this from your bookkeeper)	\$0	\$0
State Media Allocation	FY26	Projected FY27
Account 561100 (program 3070) - Media Books	\$876.00	\$900.00

Purchasing Plan FY27

Purpose	Amount
Books	\$2,500.00
Furniture-Fix/Equipment	\$300.00
Library Media Services	\$250.00
Total:	\$3,050.00

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.

Formats:

- Print: Hardcover and Paperback Books, Graphic Novels, 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:

None

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: Six Desktop Student Workstations 14 Chromebooks
- Classroom Technology: Interactive Flat Panel, Document Camera, Sound System
- Ozobots Coding Kits

Media Production:

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

Teacher Support and Workroom:

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

Circulation and Access:

- Peripherals: Headphones

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

Materials considered for purchasing are selected based upon a set of criteria established by the School District of Palm Beach County's Policy 8.12, Selection of Library Media Materials. In addition, professional reviewing sources such as School Library Journal, Kirkus Review, Booklist, Hornbook, et cetera, may be utilized in the selection process. Finally, other factors that may be considered are curriculum of study, educational significance, needs and interests of stakeholders as well as the value added to the collection of 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

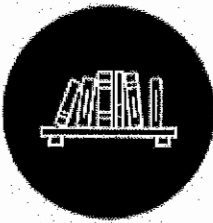
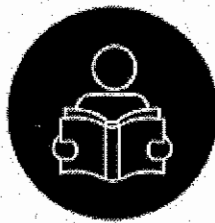
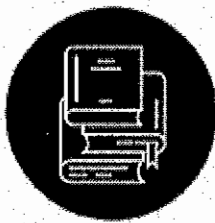
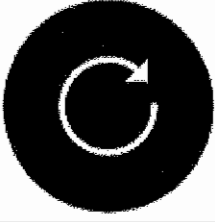
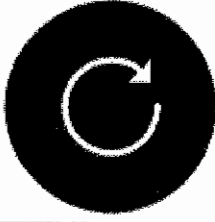
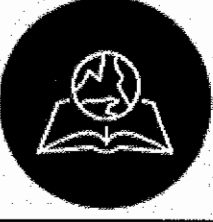
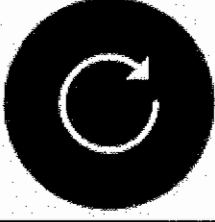
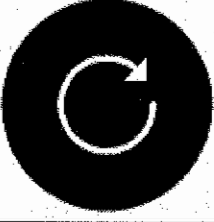
The School District Library Media Services Department supports school-based library media center personnel and establishes uniform policies and procedures for school library media centers throughout the District. These services include, but are not limited to:

- 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.

			
12,013 Items in the Collection	22.9 Items per Student	53% Fiction Titles in the Collection	47% 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.			
	2002 Average Age of the Collection	45% Aged Titles	2% 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.	
			
37% Representative Titles in Collection	1998 Representative Titles Average Age	43% SLL Titles in Collection	1999 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	25	2013
Philosophy & Psychology	44	2004
Religion	40	2001
Social Sciences	505	1999
Language	79	2001
Science	657	2004
Technology	242	2003
Arts & Recreation	402	2009
Literature	172	1999
History & Geography	370	2002
Biography	418	2004
Easy	1,910	1999
General Fiction	1,367	2004
Graphic Novels	137	2019

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. The rotational plan for FY27 and FY28 is Non-fiction while the plan for FY29 is 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 utilizes the Dewey Decimal System for collection organization. Although color-coded spine labels are not employed, specific categories are easily identifiable: Fiction and Easy titles are arranged by the author's surname, while biographies are organized by the subject's last name. Additionally, graphic novels are housed on dedicated shelving clearly designated as Graphic Novels.

Lost or Damaged Library Materials

Pleasant City Community Elementary's policy regarding lost, or damaged library materials is in accordance with School Board Policy 2.21B(9): "If a student loses or damages District property, including library books and textbooks loaned to said student, said student shall be required to pay for, replace or repair said district property."

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

School Year	Strategic Focus
FY27	Selection Priorities Buying goals for FY27 are Political Science, Life Sciences/Biology and Geography, Maps, and Atlases. Inventory and Deselection (Weeding) Focus 1) Non-fiction, Political Science (320-329) Non-fiction, Life Sciences/Biology (570-579) Non-fiction, Geography, Maps and Atlases (910-919) 2) Political Science (320-329) Life Sciences/Biology (570-579) Geography, Maps and Atlases (910-919)
FY28	Selection Priorities Buying goals for FY28 are Education, Social Problems and Services and Commerce, Communications and Transportation. Inventory and Deselection (Weeding) Priorities 1) Non-fiction, Education (370-379) Non-fiction, Social Problems & Services (361-369) Non-fiction, Commerce, Communications & Transportation (380-389) 2) Education (370-379) Life Sciences/Biology (570-579) Geography, Maps and Atlases (910-919)
FY29	Selection Priorities Buying goals for FY29 are General Fiction, Easy, and Graphic Novels.

	Inventory and Deselection (Weeding) Priorities 1) Fiction, General Fiction, Easy Fiction, Graphic Novels 2) Fiction, General Fiction, Easy Fiction, Graphic Novels
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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

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E: Specific Material Objection Form

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