

# COLLECTION DEVELOPMENT PLAN 2024-2025 school year

The Elisa Nelson Media Center, also known as the Hub, is a shared learning space for students to be inquisitive, engaged, learn, and to love reading. Students can engage in rich technology, current books, and collaborate with their peers.





Every learner is inspired and supported to be a confident, innovative, and dynamic thinker who will shape a new and better world for the future.

#### **School Mission:**

Our learning community is committed to providing high quality learning experiences that will empower students to pursue personal passions and ambitious goals through self-efficacy, innovation, and perseverance.

#### **School Library Media Vision:**

To cultivate a community of passionate readers, life-long learners, and innovators that inspire the world around them.

#### **School Library Media Mission:**

The Mission of The Hub is to empower students to be critical thinkers and real-world problem solvers by providing resources and services that support academic achievement, promote lifelong learning, high-engagement opportunities, and provide access to diverse information and multimedia resources in a safe learning environment.

#### **Current Student Population Statement:**

Elisa Nelson Elementary is a magnet program that hosts both a Center for Gifted Studies (CGS) and Center for Literacy Innovation (CLI). The CGS center includes grades 1-5 and the CLI center includes grades 2-5. The CLI center has only one class per grade level in grades 2-5.

The total 2023-2024 school population is 422 students, 245 males and 177 females. The student population breakdown is as follows: Caucasian 76.8%, Hispanic 10.2%, Asian/Pacific Islander 4.5%, multiracial 6.4%, and black, non-Hispanic 2.1%.

## **LIBRARY MEDIA MATERIAL SELECTION GUIDELINES**

### **Mission Statement**

The mission of the Pinellas County Schools Library Media Department is to support teaching and learning by providing equitable access to high quality information and technology resources, fostering a passion for lifelong reading and inquiry, and professionally managing Library Media district programs, funding and professional development.

### **I. Library Media Materials and Resources Selection**

School Library Media materials and resources should be provided in both print and digital format. Materials selected should be done so with the following goals:

1. To provide age-appropriate materials and resources that appeal to the interests and curricular needs of students and faculty as outlined in the school Collection Development Plan and Florida B.F.S.T. standards:

2. To provide equitable access to materials that meet the accessibility standards consistent with Americans with Disabilities Act as needed;
3. To establish and maintain an interest in reading for all students;
4. To provide access to high quality academic resources that aid in the acquisition of information-seeking skills for all students for career and college readiness.

## **II. Responsibility for Selection of Library Media Materials and Resources**

Training will be conducted annually by the Program Coordinator of Library Media and/or the Florida Department of Education regarding the prohibition of harmful materials and best practices in the selection of Library Media materials and resources per §1006.28.

Selection responsibility for District Library Media materials and resources rests with the certified Program Coordinator for Library Media.

The content of school-based Library Media collections is the responsibility of the school's principal. The school-based selection of Library Media materials and resources rests with the school's certified Library Media Technology Specialist. Contact information for the school Library Media Technology Specialist should be communicated to the Program Coordinator of Library Media whenever there is a change in responsibility.

The Library Media Technology Specialist will include the principal-appointed members of the school-based Library Media Selection Committee (see Form 2-2506) to assist with the selection of Library Media materials and resources at each school. This committee should also include other members such as parents and/or community members.

### **a. Criteria for the Selection of Library Media Materials and Resources**

Library Media materials and resources are selected based on the criteria outlined in §1006.34, including, but not limited to:

1. The age of the students that are expected to have access to the material or resource;
2. The educational purpose to be served by the material;
3. Consideration of the diversity of students in this state.

Additionally, as required by §1006.40, Library Media materials should be:

1. Free of pornography and material prohibited under s. 847.012.
2. Suited to student needs and their ability to comprehend the material presented.
3. Appropriate for the grade level and age group for which the materials are used or made available.

### **b. Procedures for Selection of School Library Media Materials and Resources**

Selection of school Library Media materials and resources is determined by a continuous review of the existing collection, both print and digital, and the acquisition of newly published or available materials. Information and training regarding the selection process and best practices will be provided annually by the Program Coordinator of Library Media.

The certified Library Media Technology Specialist is responsible for evaluating and reviewing materials in the school-based library collection. The procedure for selection is as follows:

1. Maintain the school Library Media Collection Development plan;
2. Locate and collect professional, reputable, and unbiased reviews and information about published material put forth by the American Library Association, Kirkus Reviews, School Library Journal, Common Sense Media, and other similar review sources generally accepted by the Library Media profession;
3. Request input for selection from members of the school community not limited to staff, students, parents and community members;
4. If applicable, verify that the format and library processing of the material conforms with District Processing Specifications.

### **III. Responsibility for the Withdrawal of Library Media Materials and Resources**

The removal or discontinuance of school Library Media materials and resources, through a process called weeding, is determined by a continuous review of the existing collection, both print and digital. In the removal process, many factors are taken into consideration including, but not limited to, space constraints, time-sensitivity of material, physical condition of the material, and circulation data.

The certified Library Media Technology Specialist is responsible for the periodic removal or weeding of Library Media materials. Information and training regarding the weeding process and best practices will be provided annually and as-needed by the Program Coordinator of Library Media.

### **IV. Opt-Out and Review of Library Media Materials**

Parents and guardians can opt-out of student access to Library Media materials at any time by contacting their school. Parents will be given the opportunity to communicate their preferences through the School and Classroom Library Material Student Access Form.

Parents and guardians can also view current checkouts and holds for their student at any time via Clever using the Follett Destiny Discover (My Stuff) app and Sora (Shelf) app. County residents can view school library collections by going to [destiny.pcsb.org](https://destiny.pcsb.org). eBook and audiobook records can also be searched through Destiny.



Parents and county residents can request Library Media materials for review by contacting the school that provides access to the material. If it is a district resource, parents and county residents should contact the Program Coordinator of Library Media. For formal objections to Library Media materials, please complete the [Objection to Instructional Material and/or Media Material form](#). See complete [School Board Policy 2510](#).

## GENERAL SCHOOL LIBRARY MEDIA COLLECTION INFORMATION

### Total Circulations for Previous School Year:

Total Circulation in the 2021-2022 school year was 5,556 books.

Total Circulation in the 2022-2023 school year was 9,109 books.

Total Circulation in the 2023-2024 school year was 11,360 books

### Current Number of Copies in Library Collection:

2022-2023 total number of Library books, both physical and digital, is 5,539 books.

2023-2024 total number of Library books, both physical and digital, is 5,745 books.

### Library Collection Age:

The average collection age is 2016

### Current School-based Library Collection General Goal(s):

**Circulation Goal 1:** Increase student book circulation in intermediate grade levels from an average of 1-2 books per month to 2-3 books per month by the end of the school year.

**Purchasing Goal 2:** Increase the number of non-fiction student interest books that support independent research from 29.3% to 30% of the overall school book collection by the end of the school year.

## DIVERSITY AND INCLUSION

**Supporting District Resources:** Many of our district's digital Library Media resources support our diversity and inclusion initiatives.

**Teaching Books** provides supplemental resources to support teaching with texts that have themes of inclusion and represent diverse cultures and perspectives.

**Gale Databases** provide accessibility features that scaffold primary and secondary source informative text for all learners and support English Language Learners (ELL).

**World Book Online** provides accessibility features that scaffold primary and secondary source informative text for all learners and support English Language Learners (ELL).

Large Print and Braille texts can also be provided for scholars that can benefit from their inclusion in the Library Media collection. These text formats can also be noted in the Collection Details section.

#### **Current School-based Library Collection Diversity and Inclusion Goal(s):**

**Circulation Goal 1:** In collaboration with PMAC, Increase the circulation and awareness of diversity cultures and perspectives by displaying and highlighting 3-5 diverse books each month to engage students and increase checkout.

**Purchasing Goal 2:** Increase the student experience and engagement in digital citizenship and utilizing online databases with students within the first quarter of the school year.

## **LIBRARY MEDIA COLLECTION DETAILS**

### **Present Collection Levels:**

Fiction 31.4%

Non-fiction 29.3%

Biographies 3.2%

Easy Books 15.7%

eBooks 20.5%

Fiction, non-fiction, and biography books are all located in the bookroom. All Easy books and graphic novels are located in the main Hub area on the low curved bookshelves. Specialty collection and series may be found in labeled clear bins around the Hub in appropriate areas.

**Special Collections:** In the teacher workroom, teachers have access to a variety of books that may support teachers, students, and curriculum. Teachers have access to subject related read aloud books, literature book sets, and reading support books.

Battle of the book books are located on one bookshelf in the main Hub.

## **GENERAL PRIORITIES, LIMITATIONS AND POLICIES**

### **Formats:**

Physical (hardcover & library bound) and digital

### **Multiple Copies Policy:**

In general, multiple copies (more than 3) of any title should be avoided except for when the purpose of the material purchase is to provide duplicate copies as outlined in the School

Improvement Plan, etc. Requests for use of district Library Media funds for this purpose are approved by the Program Coordinator of Library Media on a case-by-case basis.

**Languages:** English

#### **Funding Sources:**

Funding comes from a variety of sources. District Library Media funding is provided by the district. This allocation is based on student enrollment each year. Library Media funding is budgeted for site-based purchase recommendations of physical or digital content, makerspace, and technology. In addition to district funds, scholastic bookfairs fund additional needs to support the library and the whole school. The Elisa Nelson PTA supports and purchases multiple copies of the Battle of the Books

#### **Complaints and Censorship:**

Parents and county residents can request Library Media materials for review by contacting the school that provides access to the material. If it is a district resource, parents and county residents should contact the Program Coordinator of Library Media. For formal objections to Library Media materials, please complete the [Objection to Instructional Material and/or Media Material form](#). See complete [School Board Policy 2510](#).

#### **Gifts/Donation Policy:**

Schools reserve the right to accept or deny all Library Media material donations and gifts. Any donations must be reviewed by a certified Library Media Technology Specialist before the materials can be made available and accessible to students. This should be communicated to all donors.

#### **Inventory and Weeding Process:**

Annually, by the last day of the school year, each school will complete an inventory of all physical library materials.

The removal or discontinuance of school Library Media materials and resources, through a process called weeding, is determined by a continuous review of the existing collection, both print and digital. In the removal process, many factors are taken into consideration including, but not limited to, space constraints, time-sensitivity of material, physical condition of the material, and circulation data.

The certified Library Media Technology Specialist is responsible for the periodic removal or weeding of Library Media materials. Information and training regarding the weeding process and best practices will be provided annually and as needed by the Program Coordinator of Library Media.



## DIGITAL RESOURCE PURPOSE AND SCOPE

eBooks: 1,179

Audiobooks: No audio books at this time

Other (Read along, etc.): n/a

## CLASSROOM LIBRARIES

Classroom libraries are now considered part of the Library Media Center. Classroom libraries must be inventoried annually and made available for public search. Our classroom library search can be found at <https://www.pcsb.org/Page/40367>.

Principal Signature: 

Date: 8/23/24