# COLLECTION DEVELOPMENT PLAN 23-24

North Shore Elementary est. 1927

Reviewed by:

Principal

# INTRODUCTION

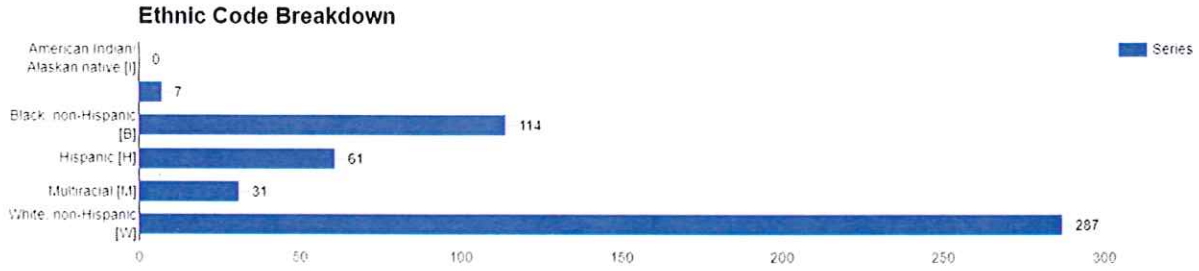
**School Vision:** 100% Student Success

**School Mission:** North Shore Elementary is a family-oriented community that provides a safe and positive environment to spark a lifelong love of learning.

**School Library Media Vision:** Foster the love of reading in a safe place.

**School Library Media Mission:** The mission of North Shore Elementary Library Media Center is to ensure that students and staff are effective users of information and technology and to empower them to become critical thinkers, enthusiastic readers, and lifelong learners.

**Current Student Population Statement:**




# 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.E.S.T. standards.

2. To provide equitable access to materials that meet the accessibility standards consistent with the 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 the 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. 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:** 22-23/3038

**Current Number of Copies in Library Collection:** 10,247

**Library Collection Age:** Average age is 2008.

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

**Goal 1:** To increase circulation by at least 10% in the 23-24 school year as measured in Destiny.

**Goal 2:** To purchase books that will increase the average age of our collection from 2008 to 2010 as measured in TitleWise.

## DIVERSITY AND INCLUSION

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

**TeachingBooks** 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):**

**Goal 1:** Increase the number of books our ESE/ASD students check out by at least 10% in the 23-24 School Year.

**Goal 2:** Increase the number of books with physical disabilities and special needs topics from 119 to 130 in the 23-24 school year.

## LIBRARY MEDIA COLLECTION DETAILS

**Present Collection Levels:** At the present time we have 10,247 items in our collection. The average age of the collection is from 2008. There is an average of 19.7 items per student. We have 82% print items and 18% digital items. The average reading level is 4th grade.

**Fiction:** 53%

**Non-fiction:** 35%

**Special Collections/Other:** 12%

## GENERAL PRIORITIES, LIMITATIONS, AND POLICIES

**Formats:** Formats purchased for our library are: hardback books, eBooks, and audiobooks

**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:** Spanish language books are purchased for our ESOL students in grades 3-5.

**Funding Sources:** State Allocation, County Referendum, Title I, PTA, Book Fair

**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.

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## DIGITAL RESOURCE PURPOSE AND SCOPE

**eBooks:** eBooks are purchased from OverDrive and students access them through the SORA app.

**Audiobooks:** Audio book are purchased at the district level and the students can access these through Destiny and SORA.

**Other (Read along, etc.):** None.

## 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.