Richard O. Jacobson Technical High School

Library / Media Collection Plan

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Contents

INTRODUCTION

School Vision: 100% Student Success

School Mission: Our mission at Richard O. Jacobson Technical High School at Seminole is to help prepare students for the world of work and post-secondary education through training and experience, providing relevant job readiness skills to prepare all students for employment.

School Library Media Vision: To assist students in attaining knowledge and skills to become independent learners, critical thinkers, creative problem solvers, informed citizens, and to become full members of the learning community.

School Library Media Mission: To use the relevance of materials that supports and enriches curriculum. To prompt curiosity, which leads to individual learning, creativity, and research. To promote literacy and the enjoyment of reading.

Current Student Population Statement: Tech High has 565 students, (F: 300, M:265). Students prefer "hands-on" learning with rigorous academic classes. Richard O. Jacobson Technical High School offers 7 industry recognized certification programs, including Game & Sim Development, Electricity/Construction, Veterinary Science, Nursing, Marine Mechanics, and Digital Art & Design.

LIBRARY MEDIA MISSION STATEMENT AND 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.

Pinellas County Schools Materials Selection Guidelines can be found here
https://www.pcsb.org/Page/38472

GENERAL SCHOOL LIBRARY MEDIA INFORMATION

Metric	Source	Data
Total Circulations for Previous School Year	Destiny Back Office, Overdrive Insights, etc.	170 checkouts by 43 unique users
Current Number of Copies in Library Collection	Destiny Back Office, Overdrive Insights, etc.	181 Titles locally, and students have access to 2,632 District holdings
Library Collection Age	Titlewave Analysis	3 Years

Present Collection Level Ratios for Fiction and Nonfiction (Titlewave):

Special Collections: (document any other locations where book are held that are maintained/cataloged and what they include- class sets, book circle, 'on your honor', for example) – N/A

Other Collections: (document items that are specifically utilized at your school- large print, Braille materials, language specific, program/course specific, etc.) – N/A

General Collection Goals	Goal Type	Goal Summary
Goal 1	Circulation	To implement and increase the circulation of print materials by 25% by the end of the 2025-2026 school year as measured by Destiny Records.
Goal 2	Weeding	To review the current collection of print materials and remove any excess copies.
Goal 3	Acquisition/Review	To increase print holdings by 20% by the end of the 2025-2026 school year.

ACCESSIBLITY, DIVERSITY AND INCLUSION

Supporting District Resources: Many of our district's digital Library Media resources support our accessibility, 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 Accessibility, Diversity and Inclusion Collection Goal(s):

Goal 1: To increase accessibility to print materials by implementing a check out system using Destiny by the end of the 2025-2026 school year.

Goal 2: To increase inclusion resources by 10% through acquisition of additional print materials by the end of the 2025-2026 school year.

GENERAL PRIORITIES, LIMITATIONS AND POLICIES

Formats Available: Print, eBook, Audiobook

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:

Funding Sources: Library Media Department allocation, fundraising through book fairs, school funds, PTA, Title I

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.

Date of Last Complete Inventory (Destiny)	Number of Lost Items (Destiny)	Number of Items Added During the Previous School Year 8/1 through 7/30 (Destiny/Overdrive)
N/A	N/A	98 Titles (Ebooks), with 1,317 copies available locally

DIGITAL RESOURCE PURPOSE AND SCOPE

eBook/Audiobook Purpose: Richard O. Jacobson Technical High School maintains an extensive Digital Library through Overdrive on Clever. This is accessible to all students through their school issued device. Students also have access to the Pinellas County District holdings through Overdrive.

COLLABORATION AND OUTREACH

Date of Most Recent Stakeholder Survey: August 7, 2025

Summary Statement of Stakeholder Survey Data:

The annual stakeholder survey included responses from 72 respondents, including 33% Teachers/Administrators, 65% Parents, and 1% of students. The responses reflect a strong desire for a diverse and inclusive school library collection that caters to both students and teachers. Popular genres include young adult fiction, fantasy, dystopian novels, and teen-focused series like *Harry Potter*, *Warrior Cats*, and *Redwall*. There's significant interest in educational and career-oriented materials such as test prep for ASVAB, SAT, ACT, and CLT, as well as books on leadership, coding, video game development, and computer science. Many respondents advocate for historical and political content, including biographies, civil discourse, and uncensored accounts of U.S. history. Health and wellness topics, emotional support resources, and self-improvement books are also valued. Several contributors emphasize the importance of freedom to read, opposing book bans and supporting access to controversial or challenging material. Additional suggestions include graphic novels, poetry, cookbooks, animal care books, Spanish language readers, and motivational literature. Overall, the feedback highlights a commitment to providing students with engaging, thought-provoking, and relevant reading options that support both academic growth and personal development.