



# **FY25 COLLECTION DEVELOPMENT POLICY**

## **Seminole Ridge High School**

### **FY25 Collection Development Policy**

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**Signature Page**

**Seminole Ridge High School**  
FY25 Collection Development Policy

Date Drafted: 4/25/24

Date Approved by Administration: 4/29/24

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**Media Specialist Signature:** 

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**Principal Signature:** 

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## **Purpose of Collection Development Policy**

The Collection Development Policy is a statement of the principles and guidelines used by the Seminole Ridge High School Media Center in its selection, acquisition, evaluation, and maintenance of media center materials. The Collection Development Policy will provide quality materials for the library media center. The goal is to ensure the collection has information sources in adequate quantity and variety to support students' academic and personal interest needs.

## **Background Statement & School Community**

The patrons of the Seminole Ridge High School Media Center are students in grades 9-12, as well as the faculty and staff of Seminole Ridge High School. As of September 2024, SRHS had an enrollment of 2276 students, male (52%) and female (48%). They represent diverse ethnic, White (44%), Black (14%), Hispanic (35%), Asian (3%), American Indian (0%), Multi Race (4%) and economic backgrounds, Free and Reduced Lunch (36%).

In addition, the Seminole Ridge Media Center supports the unique curricular needs of the *Army JROTC, Bio-tech Magnet program, Construction Academy, Automotive Academy, Instructional Technology Academy, TV Production Academy, Technical Design Drone Program, Technical Design Drafting Drafting Program, Debate, Health Science Anatomy & Physiology Honors, AVID, ESE, AICE, AP and ELL classes.*

## **School Mission Statement**

Our mission is to engage all students in a superior education through which they may achieve their highest potential.

## **Media Center Mission Statement**

The library/media center's mission is to ensure that students and staff are effective users of ideas and information. The program equips users with diverse information resources and skills to assess, process, and apply information to problems and decisions, thereby helping them make meaning of a rapidly changing world.

## **Responsibility for Collection Management & Development**

Each book made available to students through the School District's library media centers must be selected by a school district employee who holds a valid educational media specialist certificate, regardless of whether the book is purchased, donated, or otherwise made available to students. Employees holding a valid educational media specialist certificate must also complete, annually at the beginning of the school year, the required Florida Department of Education training.



Consultation with stakeholders is required by law and is accomplished by the media specialist uploading all book and technology orders, as well as donations and required readings to the Active Book Orders form provided by Library Media Services. The Active Book Orders submissions are on the School District Website for stakeholders to view. Stakeholders with comment or feedback about any of the orders or items on an order need to complete the form located on the Active Book Orders webpage. Items with no comments or concerns may be purchased two weeks after posting.

## **Library Program**

The library media center operates on a flexible schedule. It is open every school day 7:00 am - 3:15 pm (school hours are 7:24 am -2:50 pm). All teachers are encouraged to schedule time for their classes as needed. Students are welcome anytime during open hours. In addition to the daily happenings, some special programs we offer are Teens Read, the annual Ridge Reading Race, Celebrate Literacy Week, and Book It! (a school wide extra credit reading program which encourages students to read).

## **Goals and Objectives**

Goal 1 - Support the District's goal of College and Career Ready Students.

- Continue adding up-to-date SAT & ACT study guides.
- Continue adding up-to-date AP study guides.

Goal 2 - Continuation of the SRHS school wide reading program Book It.

- Receive approval from TCC/TCH clearance to use Readnquiz. (since Reading Counts has been discontinued)
- Create a new spine label to denote the books with Book It quizzes.
- Relabel all books with quizzes in the new quiz program.

Goal 3 - Increase the number of Spanish language books. (150 books currently)

- Gather input from ELL students and teachers for titles to purchase.
- Search professional reviews for titles to purchase.

## **Budget and Funding**

The library media center receives funds through SDPBC budget allocations (released at the beginning of the school year), 3070 Categorical Funds (released in the fall), 8430 Capital Funds (LMS sends out several options to purchase), Classroom Supply Assistance Funds (released at the beginning of the school year), and Student Replacement IDs Fundraiser (occurs throughout the school year and once closed, the funds can be transferred to the Media Center's main account).

Materials, equipment, and supplies are purchased according to School Board approved policies and procedures from authorized vendors who are on bid contract with the School Board. Items may be purchased at any time during the year based on the availability of funds.

| <b>School-based Operating Budget</b>                                 | <b>Budget FY24</b>   | <b>FY25 Projected Budget</b> |
|--|----------------------|------------------------------|
| <i>Account 551100 - Media Supplies</i>                               | \$1029               | \$1029                       |
| <i>Account 553420 - Media Subscriptions (Periodicals-Newspapers)</i> | \$1029               | \$1029                       |
| <i>Account 561100 - Library Books</i>                                | \$2762               | \$2762                       |
| <i>Account 562230 - Media A/V Equipment</i>                          | \$0                  | \$0                          |
| <i>Account 564220 - Furn-Fix/Equip</i>                               | \$0                  | \$0                          |
| <b>Fundraising/ Grants/Internal Funds</b>                            | <b>Budget Amount</b> |                              |
| <i>Media Center Internal Account</i>                                 | \$8000               | \$8000                       |
| <b>State Media Allocation</b>  | <b>Budget Amount</b> |                              |
| <i>Account 556110 (program 3070) - Media Books</i>                   | \$3197               | \$3500                       |

## Purchasing Plan FY25

| <b>Approximate Purchasing Plan</b>           |                 |
|--|-----------------|
| <b>Purpose</b>                               | <b>Amount</b>   |
| Books  | \$6000          |
| Supplies                                     | \$5000          |
| Periodicals                                  | \$500           |
| Research Programs i.e. Turnitin, NoodleTools | \$4600          |
| ReadnQuiz                                    | \$4000          |
| Reading Incentives/ Prizes                   | \$1000          |
| <b>Total:</b>                                | <b>\$21,100</b> |

### Scope of the Collection

The collection development is focused on the curriculum of Seminole Ridge High School, which follows the guidelines of the School District of Palm Beach County, which in turn are governed by the Department of Education of the State of Florida. Per District Policy 8.12(5) Management of Library Media Materials, the collection will be arranged according to the Dewey Decimal Classification System.

The library media center's priorities are to:

- Serve as an extension of the classroom to ensure that information skills are taught and learned within the context of the classroom curriculum
- Offer a wide range of resources, technologies, and services to meet students' learning and information needs
- Provide an open schedule for students and teachers throughout the day to research information sources, to read for pleasure, and to meet and work with other students and teachers
- Facilitate the learning process by providing students and teachers with training needed to effectively use the resources
- Through the provisions of adequate staff, appropriate facilities, furnishings, equipment, and supplies, create an environment in which resources are made readily accessible
- Develop and maintain a quality collection consisting of books, periodicals, audio-visual materials, and other cutting edge information technologies that may emerge
- Provide access to other resources through cooperative agreements with other libraries, electronic access to the Internet and databases



The library media program provides learning and teaching resources that are adequate in quality, quantity and variety to support the school's instructional program. The term "collection" includes all the information resources available through the library media center. These materials support the curriculum and meet the personal, informational and recreational needs and interests of students as per School Board Policy 8.12(2). To achieve these purposes, the collection includes a wide range of subjects, meets many levels of student abilities, and represents diverse points of view. In addition to providing information, the collection also includes items that portray the creative artistry, insight and vision of the human mind and materials that contribute to the development of both cognitive and affective attributes in students.

To accommodate varying learning styles and to enrich learning for all, a variety of information formats is essential. These formats (visual, auditory, verbal, non-verbal, concrete, and abstract) are delivered through various technologies and media including print and non-print sources.

The SRHS collection includes, but is not limited to print and e-books (Fiction, Non-Fiction, Biographies, Teens Read, Graphic Novels, Quick Reads, and Native Languages), magazines, DVDs and equipment and technology for classroom use. Through the Portal, all patrons have access to online databases, purchased through the school district. They also have access to NoodleTools and Turnitin.com, online research tools, purchased at the school level. All digital resources and e-books are available 24/7 to all patrons.

## **Equipment**

The library media center works in conjunction with the Secondary Technology Support Tech provide students and teachers with Chromebooks, ProBooks, Smart Boards, and Audio Enhancements. The media center does have a desktop computer lab, multiple charging stations, and printing in both black and white and color.

Since SRHS has a TV Production Academy, we have a state of the art TV Studio and TV Production Program.

## **Collection Development**

The Collection Development Policy is a statement of the principles and guidelines used by the Seminole Ridge High School Media Center in its selection, acquisition, evaluation, and maintenance of media center materials. The Collection Development Policy will provide quality materials for the library media center. The goal is to ensure the collection has information sources in adequate quantity and variety to support students' academic and personal interest needs.



## Selection and Evaluation Criteria

The selection of library media center materials follows SDPBC Policy 8.12. Also, the needs of the school based on the curriculum and of the existing collection are given consideration. In assessing the needs of the collection, it is necessary to:

1. Conduct a yearly inventory of the collection to determine replacements, missing items, and other needs per Board Policy 8.12(5).
  - a. Fiction, Non-fiction, Biographies, Teens Read, Graphic Novels, College & Career Ready, Literary, Class Sets, Quick Reads, Easy and Languages will be inventoried yearly
  - b. DVDs and the Professional Library will be inventoried every three years. Due in FY25
2. Identify collection needs based upon experience and training
  - a. Review the state standards to determine the curriculum covered in each subject
  - b. Review the state standards to determine adequacy of current library media materials
  - c. Keep an on-going topic list of areas needing additional resources
3. Involve staff and students in identifying needs
  - a. Ask the staff to provide specific titles or a list of topics for which resources are needed
  - b. Develop procedures for periodic review of the collection by users, such as:
    - i. Survey teachers at the conclusion of a research project to determine adequacy and relevancy of materials
    - ii. Solicit reviews of library/media materials by staff and students
    - iii. Survey staff and students periodically to determine what types of materials they would like to see added to the collection, such as informational materials, curricular materials, and pleasure reading materials
4. Select materials that are appropriate for the patrons and have a minimum of two favorable reviews from professional sources, such as Kirkus, Horn Book Guide, Booklist, Publisher's Weekly, School Library Journal, etc.

## Criteria for Selection

1. **All book selections** must meet these criteria:
  - a. Free of pornography and material prohibited under Florida Statute 847.012 [harmful to minors].
  - b. Suited to student needs and their ability to comprehend the material presented.
  - c. The content is to be appropriate for the grade level and age group for which the materials are used or made available. The District shall rely on any State Board of Education Rules, if they exist, to determine what is age appropriate.
2. In developing library media center collections consultation of reputable, professionally recognized reviewing periodicals is required, if available, after a documented diligent search.
3. These periodicals are print or non-print media including video footage that have been favorably reviewed by two or more professional sources, if available, after a documented diligent search, such as a School Library Journal, Horn Book, Booklist, Association for Library Service to Children, Kirkus, Young Adult Library Services Association, and/or Children's Catalog.
4. Library media center collections will be based on reader interest, support of state academic

standards and aligned curriculum, and the academic needs of students and faculty.

5. Subject to the required statutory criteria stated above, additional selection criteria apply:
  - a. A choice of materials that support the instructional program and promote reading shall be available to students and professional staff to allow for varying achievement levels, interests, and teaching/learning styles. Each school shall, in conjunction with the "Library Bill of Rights" (<https://www.ala.org/advocacy/intfreedom/librarybill>) of the American Library Association ("ALA"), State Statute, and District policy, establish procedures for the evaluation, selection, management, and disposal of library media materials in conformance with this policy and Policy 8.1205 and shall record such in the school's collection development plan.
  - b. The "Library Bill of Rights" referenced herein is to be used as a suggested guideline. To the extent that there are inconsistencies between the guidelines in the "Library Bill of Rights" and State Statute, or District policy, State Statute and District policy shall take precedence and shall govern the selection, retention and disposition criteria of library media materials for library media centers and classrooms.
  - c. Selection of materials shall also be consistent with the provisions in the School Board's collective bargaining agreement with CTA relating to academic freedom and responsibilities--Article II, Section K--to the extent those provisions are applicable.
  - d. Moreover, consistent with Fla. Stat. § 1006.28 (2) (a) 2, library media materials must be suited to student needs and their ability to comprehend the material presented.
  - e. Any library media material containing pornography or otherwise prohibited by Fla Stat. § 847.012 as harmful to minors may not be used or made available within any public school.
  - f. The materials selected for schools are intended to support instruction, promote reading, further the pursuit of knowledge through research and exploration, and provide information literacy experiences of educational significance for class groups, individual students, teachers and administrators. Within budgetary constraints, the intent is to provide an adequate number and range of library media materials and resources in a variety of formats that are appropriate, timely, and essential to the attainment of specified educational objectives subject to District policy. Library media materials are to represent the diverse cultures, ethnic groups, languages and religious beliefs of the community and that are free of bias, stereotypes, distortions, and prejudices.
  - g. Within budgetary constraints, collections shall contain a comprehensive collection of materials and equipment, in a variety of media formats that are accessible to students during the school day, to:
    - i. Promote the development of lifelong reading habits and information literacy skills in students;
    - ii. Provide a broad background of information resources in areas of knowledge;
    - iii. Support the general educational goals of the District and the objectives of specific courses, including materials that represent diverse points of view in order that young citizens may develop, under guidance, the practice of critical analysis of media and intellectual integrity in forming judgments;
    - iv. Meet the personal needs and interests of students, including materials that: nurture



the development of recreational reading/listening/ viewing, cultural appreciation, and aesthetic values; represent the many religious, racial, ethnic, linguistic, and cultural groups in our society and reflect their contributions to the heritage and culture of our civilization; foster respect for the diverse roles available to women and men in today's society; and provide access to materials in heritage language as stipulated by the META agreement.

v. Support the professional needs of teachers and administrators; and

vi. Introduce new instructional technologies into the learning environment.

h. Other criteria to consider in the selection process include:

i. EDUCATIONAL SIGNIFICANCE. -- Material is valuable to an individual course of study or to the library media collection; the degree to which the material would be supplemented and explained by mature classroom instruction.

ii. APPROPRIATENESS. -- Material is geared to the age, maturity, diverse interests, and learning levels of students for whom it is intended. Reading levels and Lexiles are considered to provide a range of material that challenges the student and guides their selection process.

iii. ACCURACY. -- Nonfiction information is correct, recent, and objective.

iv. LITERARY MERIT. -- Fiction that has a noteworthy plot, setting, characterization, style and theme.

v. SCOPE. -- Content is covered adequately to achieve its intended purpose.

vi. AUTHORITY. -- The author, editor, or producer has a superior reputation for producing materials of this nature.

vii. SPECIAL FEATURES. -- The item has maps, charts, graphs, glossaries, and/or other learning aids that support the content, are unique or are valuable.

viii. TRANSLATION INTEGRITY. -- Material translated from one language to another maintains the stylistic characteristics of the original. ARRANGEMENT. -- Concepts are presented in a logical sequence and in a way that assures learning.

ix. TREATMENT. -- Typeset, visuals, style, and/or medium captures and holds the student's attention.

x. TECHNICAL QUALITY. -- Sound is clear and audible; visuals project clearly.

xi. AESTHETIC QUALITY. -- Material is superior to similar items in attractiveness and presentation of content.

xii. POTENTIAL DEMAND. -- Item has particular timeliness or popular appeal.

xiii. DURABILITY. -- Material has the potential for frequent use or is of a nature that it will

be considered consumable.

xiv. COPYRIGHT. -- Library media materials used in a school shall be procured and used in accordance with federal, state and District copyright laws, rules, and policies as referenced in School Board Policy 8.121.

xv. GRAPHIC NOVELS AND PERIODICALS. -- In addition to the above criteria, all pictures are to be reviewed for appropriateness prior to placing the graphic novel or periodicals into circulation.

### **Removal of Materials**

1. Library Media Materials are subject to regular removal or discontinuance of books based on, at a minimum, physical condition, rate of recent circulation, alignment to state academic standards and relevance to curriculum, out-of-date content, and required removal pursuant to School Board Policy 8.1205 Objection Procedures for Library Media Materials.
2. In addition to regular review, removal, or discontinuance by a school library media specialist, the Superintendent or designee, even without an Objection or challenge, has the authority to remove library media materials based on statutory considerations. The basis for the removal shall be documented.
3. The District will restrict access to school library media and reading list materials from students in grade Kindergarten through Grade Three if such materials instruct on sexual orientation or gender identity because HB 1557 (2022) prohibits such instruction.

### **Oversight for Compliance**

1. School principals are responsible for overseeing compliance with school district procedures for selecting school library media center materials at the school to which they are assigned.
2. Support toward compliance is available when the assigned school library media specialist(s) attend professional development/training hosted by the District Library Media Services.
3. Annually, the District requires using the selection criteria and the removal criteria referenced in these procedures to have library media specialists evaluate their collection in order to write a School Collection Development Plan to enhance their individual library programs that align to the District required components. They will share that plan with both their principal and District Library Media Services. Once the plan is approved, the school will post the school's plan on the district website. District Library Media Services will offer annual training on this process.
4. The School Collection Development Plan will include: School Mission Statement, Library Mission Statement, Purpose of the Collection Development Plan, School Community Description, Description of Your Library Program, Budget and Funding, Scope of Collection, Collection Development, Gifts and Donations, Collection Maintenance, Challenged Materials, and Goals and Objectives.



## **District-Wide “Procedures for Selecting and Developing Library Collections”**

School Board Policy 8.12 sets out the procedures for selecting and developing library collections. These procedures are followed district-wide.

### **District Resources And Services**






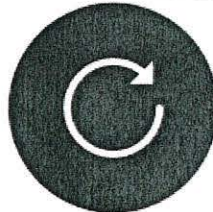





The School District Library Media Services provides support to school library media center personnel and establishes uniform policies and procedures for school library media centers throughout the district. These services include, but are not limited to:

- 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 monitor categorical and capital budgets allocated for library programs
- 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 works in collaboration 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 search and find specific facts efficiently and effectively.

### **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>11,097</b><br>Items in the Collection   | <b>4.5</b><br>Items per Student   | <b>63%</b><br>Fiction Titles in the Collection  | <b>25%</b><br>Percent of nonfiction in the collection                                 |
| Library media resources are curated to include both recently published works and classics that both rightfully impact the average age of the collection. |    |                   |    |
|  | <b>2009</b><br>Average Age of the Collection  | <b>43%</b><br>Aged Titles   | <b>5%</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>49%</b><br>Representative Titles in Collection  | <b>2009</b><br>Representative Titles Average Age                                    | <b>53%</b><br>SLL Titles in Collection  | <b>2010</b><br>SLL Titles Average Age   |

### Collection Analysis By Category

The information collected in this section provides a detailed look at the current library collection by classification and genre. The information 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 | 13          | 2009               |
| Philosophy & Psychology                       | 53          | 2003               |
| Religion                                      | 36          | 2003               |

|                     |      |      |
|---------------------|------|------|
| Social Sciences     | 366  | 2005 |
| Language            | 54   | 2010 |
| Science             | 187  | 2004 |
| Technology          | 197  | 2004 |
| Arts & Recreation   | 211  | 2005 |
| Literature          | 281  | 2004 |
| History & Geography | 518  | 2003 |
| Biography           | 424  | 2005 |
| Easy                | 318  | 2003 |
| General Fiction     | 7029 | 2010 |
| Graphic Novels      | 390  | 2011 |

### **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 out-of-date or age-inappropriate simply because they were donated. All gifts and donations must follow the same processes as new book orders.

### **Collection Maintenance**

Collection Maintenance is the process of examining the quantity and quality of the collection and identifying its strengths and weaknesses. Continuous and ongoing re-evaluation of the collection is important to keep the collection current and relevant to the changing and varying needs of the curriculum and students. Teachers are encouraged to participate in this systematic process and to bring to the attention of the media specialist any item they feel should be added or replaced/removed from the collection.

In accordance with Board Policy 8.12(8), an inventory of the collection will be conducted to determine replacements, missing items, and other needs.



- Fiction, Non-fiction, Biographies, Teens Read, Graphic Novels, College & Career Ready, Literary, Class Sets, Quick Reads, Easy and Languages will be inventoried yearly.
- DVDs and the Professional Library will be inventoried every three years. Due in FY25.

The collection has the following label systems:

- Fiction Genre Dots on the spine of the book:
  - Adventure - Blue
  - Fantasy - Purple
  - Historical Fiction - Orange
  - Horror - Gray
  - Mystery - Red
  - Relationships/Realism - Aqua
  - Romance - Pink
  - Science Fiction - Green
  - Sports - Yellow
- Special Section Labels on the front of the books:
  - Teens Read
  - Languages
  - Quick Reads
  - Easy
  - Literary
  - Class Sets
- Books that are part of a series, have a SERIES label on the spine and the book order numbered on the top right hand corner of the first page.
- Book It books are labeled with a custom SRHS Hawk Book It label on the top of the spine. The points label is on the inside back cover.

### **Lost or Damaged Library Materials**

Students will not be charged late fines/fees for overdue library books. If a student has a damaged library book, the student should return it to the library and bring it to the library staff's attention. Library staff will do their best to repair the book. In accordance with Board Policy 2.21B(9), if the book is irreparable, then the student will be charged to replace the book.

In accordance with Board Policy 2.21B(9), if a student loses a library book, the student will be charged to replace the book. If the student subsequently finds the library book, the student should return the library book with the receipt to the library staff for a full refund.



**Strategic Focus – Weeding and Acquisitions**

General criteria for weeding a collection includes, but is not limited to the following:

- Materials not used for long periods of time
- Items that are in disrepair or are unattractive and cannot be rejuvenated
- Items that were lost or stolen and will not be replaced; thus they must be withdrawn
- Materials no longer of use in the curriculum
- Just plain mistakes
- Materials out of date
- Out of date technologies and their accompanying software
- Materials lacking authenticity

Materials that have been weeded will be disposed of by the following methods:

- Giving them to teachers for individual use, where appropriate (out of date material will not be placed in classrooms)
- Cannibalizing the materials for various instructional activities
- Forwarding them to the Department of Instructional Support Services for disposition

This is in accordance with School Policy 8.122(5).

As of March 2024, the entire library collection has been weeded except for Easy, DVDs and Professional Materials.

| School Year | Strategic Focus   |
|-------------|---|
| FY25        | <b>Selection Priorities</b> <ul style="list-style-type: none"> <li>● Books in other languages</li> <li>● Test Prep books</li> <li>● Teens Read books</li> </ul>   |
|             | <b>Inventory/ Weeding Priorities</b> <ul style="list-style-type: none"> <li>● Fiction, Non-fiction, Biographies, Teens Read, Graphic Novels, College &amp; Career Ready, Literary, Class Sets, Quick Reads, Easy and Languages - Inventory</li> <li>● DVDs &amp; Professional Materials - Inventory</li> <li>● Easy Section - Weed</li> </ul> |
| FY26        | <b>Selection Priorities</b> <ul style="list-style-type: none"> <li>● Teens Read books</li> <li>● Books in other languages</li> <li>● Test Prep books</li> </ul>   |
|             | <b>Inventory/ Weeding Priorities</b> <ul style="list-style-type: none"> <li>● Fiction, Non-fiction, Biographies, Teens Read, Graphic Novels, College &amp; Career Ready, Literary, Class Sets, Quick Reads, Easy and Languages - Inventory</li> </ul>   |

|      |  |
|------|--|
|      | <ul style="list-style-type: none"> <li>• DVDs - Weed</li> </ul>  |
| FY27 | <b>Selection Priorities</b> <ul style="list-style-type: none"> <li>• Teens Read books</li> <li>• Books in other languages</li> <li>• Test Prep books</li> </ul>  |
|      | <b>Inventory/ Weeding Priorities</b> <ul style="list-style-type: none"> <li>• Fiction, Non-fiction, Biographies, Teens Read, Graphic Novels, College &amp; Career Ready, Literary, Class Sets, Quick Reads, Easy and Languages - Inventory</li> <li>• Professional Materials - Weed</li> </ul> |

### Reconsideration of Materials

Challenges regarding library media materials will be handled according to Board Policy 8.1205 on Challenged Materials. The policy and Specific Materials Objection form are linked in the appendix.

### Annual Evaluation and Revision of CDP

This collection development plan will be reviewed each school year.

## Appendices

### **A: Library Bill of Rights**

"Library Bill of Rights", American Library Association, June 30, 2006.

[Link](#) (Accessed March 20, 2024)

Document ID: 669fd6a3-8939-3e54-7577-996a0a3f8952

### **B: Intellectual Freedom Statement**

"The Freedom to Read Statement", American Library Association, July 26, 2006.

[Link](#) (Accessed March 20, 2024)

Document ID: aaac95d4-2988-0024-6573-10a5ce6b21b2

### **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 20, 2024)

### **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 20, 2024)

### **E: Specific Material Objection Form**

School Board of Palm Beach County (November 14, 2023). Specific Material Objection Form.

[Link](#) (Accessed March 20, 2024)