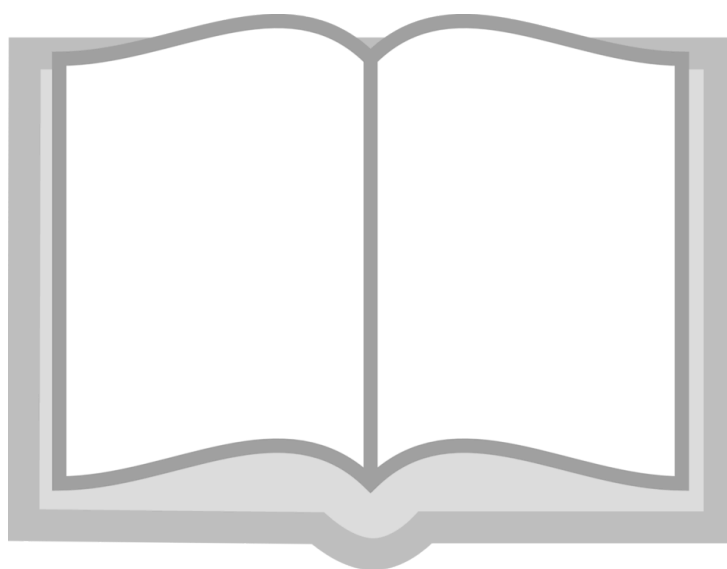


Denn John Middle School

Collection Development Plan

2024 - 2025



Signatures:

Jessica Cole, Media Specialist: _____

Marc Hernandez, Principal: _____

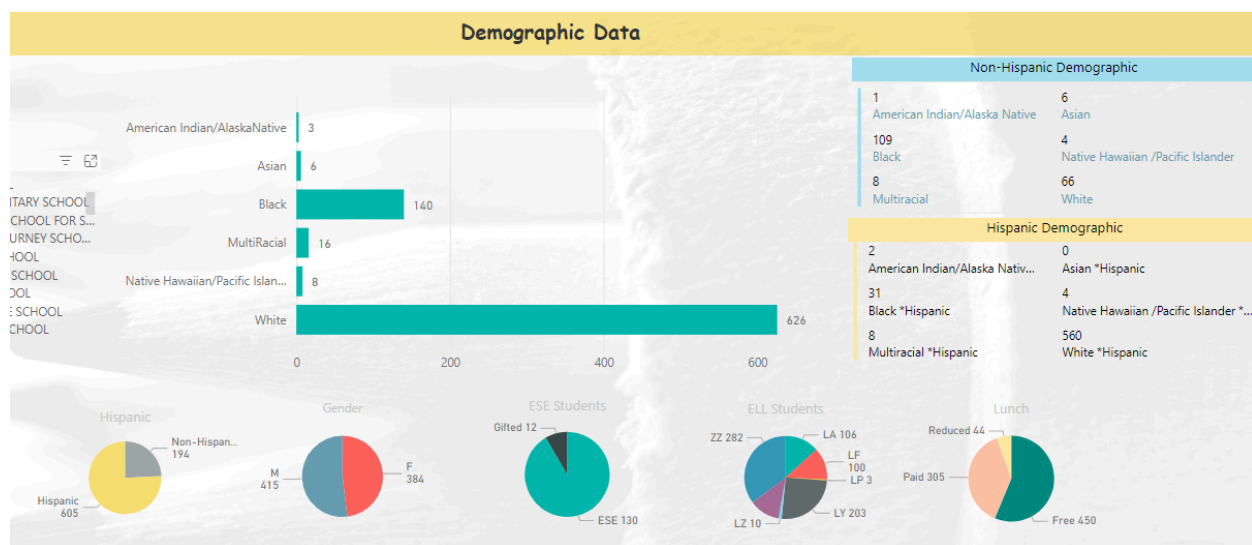
Rosa De Jesus, SAC Chair: _____

Purpose Statement

The purpose of this plan is to serve as a guideline for selecting materials that will serve the needs of both students and teachers while supporting curriculum and igniting a love of reading.

Scope of Collection

Denn John Middle School serves a diverse population of approximately 800 students with the following demographics:



Responsibility for Collection Development

The Osceola County School board holds the final say in library material acquisition. They will rely on the certified school media specialist / librarian who will work collaboratively with academic coaches, teachers, and students to identify needs and develop the collection with approval from administration.

Mission: Inspire all learners to reach their highest potential as responsible, productive citizens.

Vision: The Osceola School District will work in partnership with families and the community to ensure all learners develop the essential knowledge and skills of successful, future-ready graduates.

School Goals and Objectives

It is the goal of Denn John Middle School's Media Center to have a relevant, timely, and diverse collection; to assist students in developing skills and attitudes which will enable them to be lifelong learners; and to collaborate with teachers to create lessons that utilize media center resources and technology.

It is the goal of Denn John Middle School's Media Center to be the heart of the school, where the school community comes together to share a love of reading and learning.

Target Audience

Middle school teachers, students, support staff, and community members.

Budgeting and Funding

DJMS typically receives funding from the district / state at about \$4.00 per student each school year. It must be used for instructional materials including print books, ebooks, journals, electronic resources, and databases.

SAC funding is also requested and utilized throughout the year to supplement district and state funding. SAC has historically approved funding for yearly SSYRA books.

All other Library / Media Center funding will be supplemented through fundraisers. Typically, that entails one for-profit book fair through Scholastic, and one not-for-profit buy-one-get-one free book fair where the school is awarded Scholastic Dollars. Other fundraisers will be school-based events held throughout the year.

Evaluation Criteria

All stakeholders (staff, students, community) may put in a request for purchase at any time of year. If approved, items will be ordered as funding is available. All requests will be considered after consulting various selection aids as well as with the following questions in mind:

- Is the item appropriate for students in grades 6-8?
- Is the material/publish date relevant and/or timely?
- Is it a reliable source?

- Does it support the curriculum?
- Does the collection already heavily represent the title/subject?
- Was it a student request?
- Is the material readable and visually appealing?
- How many patrons will benefit from the source?
- Is it a popular title/author?
- Does it represent the student population of DJMS?

Collection Analysis

Items in Collection: 7,618; Average age 2016; Items per student 7.8

- 86% Print; 14% Digital
- 46% Fiction; 29% Non-Fiction
- SEL Titles: Average Age 2016; 49% of Collection
- Average Reading Level: 5th grade; Guided Reading V; Lexile 750; AR 5.0

Selection Aids

Selection aids include, but are not limited to, the following resources:

- School Library Journal
- Kirkus
- Booklist
- Publisher's Weekly
- ALA awards lists
- Students
- Jobbers - such as Follett reps, Rainbow Book Co., Children's Plus, and Mackin.

Intellectual Freedom

We stand with ALA on Intellectual freedom. "ALA actively advocates in defense of the rights of library users to read, seek information, and speak freely as guaranteed by the First Amendment. A publicly supported library provides free and equal access to information for all people of that community. We enjoy this basic right in our democratic society. It is a core value of the library profession.

Osceola County School Board Rule 4.30 addresses all instructional materials, including but not limited to, textbooks, audio-visual materials, digital media, library materials, etc.

Weeding

It is important to keep a collection fresh and relevant. Books that are damaged or out of date will be weeded and sent to the district for surplus.

Gifts and Donations

If gifts to the library are accepted, they will be evaluated using the same requirements and expectations of purchased materials. Materials must be in excellent used / new condition. Any items not deemed acceptable will not be accepted.

An Amazon Wish List is posted on the school's website and social media sites for potential donors to choose from. Donors Choose is also utilized for specific needs.

Replacements

Items will be replaced as necessary. If an item is lost or damaged beyond acceptable salvation, the patron will be responsible to pay the purchase price or supply a replacement. Consideration will be made for patron financial circumstances.

Special Collections

The School Library Media Specialist will work to develop the professional section of the media center to aid teachers in professional development. Material should benefit more than one teacher, and relevancy and publication date should be considered.

Use of Collection and Effectiveness of Program

Circulation data will be reviewed on a monthly basis and adjustments will be made to encourage more students and teachers to check out books if necessary.

Surveys will be given annually to students and staff to gain feedback and to assess the needs of the Library Program.

Action Plan based on Collection Development Policy

- Students and teachers will complete the annual needs-based survey so that I can determine areas of the collection that need to be strengthened. In order to achieve this goal, I will weed those sections as necessary and then purchase thoughtfully in order to increase the books in those sections.
- Students have requested more graphic novels. I will solicit recommendations from our English and Research teachers and academic coaches, as well as read professional reviews. This will enable the collection to be timely, relevant, and age- appropriate.
- Continue improving our Spanish collection to reflect our population.

Selection of Materials

Using surveys from staff and students and collection analysis, books will be purchased through the following vendors: Rainbow Books, ABDO through Rainbow Books, Scholastic, Thorndike Press, Children's Plus, Follett and / or Mackin.

3 Year Plan

Year 1 (2024/2025) - Purchase and weed the biographies, historical fiction, and romance sections. Age of collection goal is 2017. Evaluate horror, suspense, and mystery sections

Year 2 (2025/2026) - Purchase and weed horror, suspense, and mystery sections. Age of collection goal is 2017. Evaluate humor, science fiction, and dystopian sections.

Year 3 (2026/2027) - Purchase and weed humor, science fiction, and dystopian sections. Re-evaluate the 3 year plan and create a new one.

Media Advisory Review Committee

A local Media Advisory Review Committee will be formed to consist of the media specialist, teachers, staff, and parents, and will follow the school board rules as outlined below for any challenged books for review.

CHALLENGE TO INSTRUCTIONAL AND LIBRARY MATERIAL

CURRICULUM AND INSTRUCTION NEFEC OSCEOLA 4.22+ Revised: 08/16/22

IV. Procedures for Selection of Educational Media Materials

A. In selecting materials made available to students through the district library media center, the district media specialist shall adhere to the following: 1. Endeavor to stay informed about appropriate new publications that become available, using multiple sources, such as discussions with colleagues, attendance at conferences, and reading a variety of periodicals and book reviews. The district media specialist will also receive and consider suggestions and requests brought forward by other faculty, students, and parents. 2. Potential new books being considered for the school library media center will be evaluated to determine if they would be suitability for student needs, and whether they would be age-appropriate for the intended grade level and age group. In considering new acquisitions, the district media specialists will consult reputable, professionally recognized reviewing periodicals and school community stakeholders. The district media specialists will also assess student interest in the subject(s) presented and the ability of students to comprehend the materials presented. Books selected must be free of pornography and other prohibited sexual content or materials prohibited under F.S. 847.012. 3. The goal of the selection process is for the school's library media center and reading list collections to be based on reader interest, the support of state academic standards and aligned curriculum, and the academic needs of students and faculty. 4. After evaluation, the district media specialists will inform the principal of those books that have been evaluated and are approved for inclusion in the collections. 6.5. The procedures for developing library media center and reading list collections will be posted on the website for each school in the District.

B. District elementary schools must publish on their school website, a list of all materials maintained in the school library media center or required as a part of a school or grade-level reading list. By definition, Library Media Center Materials include any collection of books, ebooks, periodicals, and videos maintained and accessible to students on the site of a school, including classrooms.

C. Materials shall be removed or discontinued based on evaluation of their (1) physical condition, (2) rate of recent circulation, (3) alignment to state academic

standards and relevancy to curriculum, (4) out-of-date content, or (5) if they are subject to removal following objection or challenge as outlined in Section V.

V. Challenge Process for Educational Media Materials: Educational media materials deemed by some individuals to be objectionable may be considered by others to have some educational value. Any concerned parent, Osceola County resident, or employee of the School District may request reconsideration of educational media materials in a school library / media center. The following challenge procedure should be followed:

- A. The school media specialist shall discuss the matter informally with the complainant explaining the selection procedures for the school library / media center materials. If the complainant accepts the explanation given by the school media specialist, then the reconsideration process concludes.
- B. If the explanation fails to resolve the objection, the school principal shall ask the complainant initiating the challenge to file, within two (2) weeks, a formal written objection by completing a "Request for Reconsideration of Library Media" form which must reflect that the complainant has read the material in full. Failure to do so results in the conclusion of the reconsideration process.
- C. School Educational Media Materials Review Committee
 - a. Upon receipt of the completed form "Request for Reconsideration of Library Media," the school principal shall forward copies of the form to the appropriate employees on the school-level Review Committee.
 - b. Pending a final decision, the challenged educational media material
 - i. Shall not be available for student use; but
 - ii. Shall not be removed from the school library / media center collection
 - c. The School Educational Media Materials Review Committee shall
 - i. Review and consider the objections being raised
 - ii. Read and re-evaluate the challenged educational media material
 - iii. Report its decision within fifteen (15) working days.
 - d. The school principal shall inform the complainant in writing concerning the School Educational Media Materials Review Committee's decision.
- D. School District Educational Media Materials Review Committee
 - a. If the complainant disagrees with the decision rendered by the school level committee, an Appeal may be filed with the School District Educational Media Materials Review Committee
- E. The Superintendent shall appoint a School District Educational Media Materials Review Committee with the following composition:
 - a. One (1) representative of the Osceola County Public Library Board
 - b. One (1) representative of the general public at large
 - c. One (1) representative of a school parent organization
 - d. One (1) principal from the level at which the complaint originated

- e. Three (3) school-level instructional employees including the following:
 - i. One (1) certified media specialist from the level at which the complaint originated
 - ii. One (1) certified media specialist from another level
 - iii. One (1) classroom teacher from the level at which the complaint originated
 - f. Two (2) School District-level instructional employees, including the following
 - i. One (1) School District-level instructional employee from the level where the material is in question
 - ii. The Director of Media and Instructional Technology or designee
- F. The School District Review Committee, in carrying out its assigned function, shall:
 - a. Read, view, or listen to the educational media material in its entirety
 - b. Check general acceptance of the educational media material by reading reviews and consulting recommended lists
 - c. Determine the extent to which the educational media material supports the curriculum
 - d. Complete the "Checklist for Reconsideration of Library Media," judging the educational media material for its strength and value as a whole and not in part
 - e. Forward, within fifteen (15) working days, a written recommendation to the Superintendent.
- G. The Superintendent's designee shall inform the complainant and the school media specialist of the School District Review Committee's decision to retain or withdraw the challenged educational media material.
- H. Appeal to Superintendent
 - a. If the complainant or the school's media specialist is dissatisfied with the School District Review Committee's decision, a written appeal may be filed with the Superintendent.
 - b. Failure of the complainant to file a written appeal within thirty (30) days of the School District Review Committee's decision shall result in a conclusion of the reconsideration process, and the decision of the School District Review Committee shall be final.
 - c. The Superintendent shall, within thirty (30) days of receipt of the appeal, send the complainant and the school media specialist a written decision.
- I. Appeal to the School Board
 - a. If the complainant or the school's media specialist is dissatisfied with the Superintendent's decision, a written appeal may be filed with the School Board.

- b. An appeal to the School Board of the Superintendent's decision must be filed within ten (10) days after the Superintendent's decision.
 - c. Failure of the complainant to file a written appeal within ten (10) days after the Superintendent's decision shall result in a conclusion of the reconsideration process, and the decision of the Superintendent shall be final.
 - J. The School Board shall consider the decision of the School District Review Committee, the decision of the Superintendent, and any other appropriate documentation (e.g., meeting summaries, material reviews, etc.). The decision of the School Board regarding appropriateness of a particular school library / media center material item shall be considered final.
 - K. School library / media center materials in question, can only be removed from circulation and / or used in the School District through the procedures of this policy.
- VI. Loan of School District Educational Media Materials
- A. Educational media materials owned by the School Board are not normally made available to non-school-related groups.
 - B. Under exceptional circumstances, the Superintendent or designee may approve for loan educational media materials and equipment from a school or the Professional Development Center.
 - C. No charge is normally made for the occasional use of educational media materials. However, the borrowing group shall be responsible for any damage occurring during the use of the borrowed educational media materials.

REQUEST FOR RECONSIDERATION OF SCHOOL LIBRARY MATERIAL available upon request.