



Established 1915

BROWARD
County Public Schools

2024-2025

Plantation Park Elementary

Media Center
Collection Development Plan

Dr. Ingrid Osgood – Principal
Kim Worcester – Media Clerk

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Executive Summary

District Strategic Plan 2025

Broward County Public Schools is the sixth-largest school district in the United States and the second largest in Florida. The district serves more than 256,021 students at 334 schools and is one of the largest employers in South Florida with 30,529 team members.

Vision: Educating today's students to succeed in tomorrow's world.

Mission: Educating all students to reach their highest potential.

Core Values: Student Focus, Teaching Excellence, **A**ccountability, **R**espect, **S**afety

School Mission Statement

As the PPE Community, we strive to provide a safe environment that fosters 21st Century lifelong learners.

School Community

Plantation Park Elementary serves about 500 students enrolled in grades PreK – 5th Grade. We serve a diverse population made up of 37.6% Hispanic, 31.5% White, 22.4% Black, 0.2% Native, 3.5% Asian, 0.2% Pacific, and 4.7% Multicultural students.

The school's administrators are Dr. Ingrid Osgood, Principal and Mrs. Suzan DeMeo, Assistant Principal. Plantation Park Elementary is proud to offer the many special programs which provide students with opportunities. These include Enrichment Clubs for all grade levels, an excellent STEM and Music program, Robotics, an award-winning Chorus program, Elocution, Student Council, and Owl Pals.

Purpose of Collection Development Policy

A thorough analysis of the current media center collection at Plantation Park Elementary indicates that the average age of the collection is 2008 and the number of books per student is 15. The [American Association for School Libraries](#) has established a criteria for highly effective Media Centers that include a ratio of 15-20 books available per student in the collection. At this time, Plantation Park Elementary meets the recommended standards for the number of books per student.

Library Program

Our Media Center has a fixed schedule where teachers bring their students to check out books weekly. In addition, students can visit the Media Center with a buddy throughout the afternoon with their teacher's permission. Our school supports the following reading programs: Reading Across Broward, Read for the Record, 2 book fairs each year, Principal's Reading Challenges in the Fall & Spring, iReady weekly challenges, Literacy Week, and Book Buddies.

School Analysis

The school analysis provides an overview of the school's enrollment, demographics and special programs offered.

Name of School Enrollment & Demographics Data					
492 2024-2025 Student Enrollment			Federal Ethnicity		
			37.6% Hispanic		62.4% Non-Hispanic
Federal Race Category					
31.5% White	22.4% Black	0.2% Native	3.5% Asian	0.2% Pacific	4.7% Multicultural
Proficiency Data					
Assessment	2022-2023	2023-2024	Assessment	2022-2023	2023-2024
FSA ELA Grade 3	72%	65%	FSA Math Grade 3	70%	73%
FSA ELA Grade 4	57%	64%	FSA Math Grade 4	54%	61%
FSA ELA Grade 5	58%	49%	FSA Math Grade 5	57%	39%
NGSSS Grade 5		50%			

Scope of the Collection

The school provides hard cover books on a variety of topics. Students can check out books related to different content areas to use as references for research projects as well as being able to check out books on topics of interest to them. Teachers are able to stream content through YouTube, Discovery Education, Benchmark, Saavas, STEMscopes, and Compass Curriculum, and provide students with opportunities to use these platforms with monitoring.

The district provides online resources to ensure equitable access to information for teaching and learning to improve student performance and achievement. Students and teachers can use Clever or Canvas to access age-appropriate materials that support educational and social-emotional needs through the following online resources: Follett Destiny Online Library Catalog, Britannica School Online Encyclopedias, Gale Online Databases and eBooks, ProQuest SIRS Databases, Sora by Overdrive, TeachingBooks.net, and TumbleBook Library.

School Media Centers provide access to library media materials that eliminate educational barriers based on gender, race/ethnicity, national origin, color, religion, disability, age, sexual orientation, gender identity, and expression, or other protected group status; (Policy 1.5 Diversity & Equity) and that are free of bias, stereotypes, distortions, and prejudices. This includes the ability to obtain information in a variety of formats-electronic, as well as print, without fear of censorship or reprisal.

Collection Development

Collection Development is the process of providing quality materials and equipment for the library media center. The goal of collection development is to ensure the collection has information sources in adequate quantity and variety to support student's academic and personal interest needs. The media specialist is charged with leading this process with the input of teachers, students, and parents. Resources are selected according to principals of intellectual freedom and provide all learners with access to information that represents diverse points of view.

Selection and Evaluation Criteria (Drawn from BCPS Policy 6317)

Selection of Materials

Funded by the state, district, and school, the media collection will contain a wide range of appropriate materials on varying levels of difficulty in a variety of existing and emerging formats and will maintain a focus on materials which address different learning styles and levels.

Responsibility

The School Board of Broward County is legally responsible for all matters relating to the operation of the Broward County Schools. The responsibility for coordinating the selection of instructional materials for the School Media Center is delegated to the ***professionally trained media specialist*** in consultation with the principal, teachers, and students.

***In the event there is not a school library media specialist,** the Principal and/or Administrative Designee will assume the responsibility for identifying and selecting an instructional staff

member(s) to engage in the selection process to ensure materials support the needs of the school community.

NOTE: Clerical personnel should NOT be responsible for library material collection development and/or resource management and selection of materials.

Criteria for Selection of Print and Non-Print Materials

1. Materials are selected to support the mission of Plantation Park Elementary.
2. Materials are selected to enrich and support the curriculum and the educational, emotional, and recreational needs of the users.
3. Materials shall be appropriate for the age, emotional development, ability levels, learning styles, and social development of the students.
4. Materials shall represent differing viewpoints of controversial issues so that users may be motivated to engage in critical analysis of such issues, to explore their own beliefs, attitudes, and behavior, and to make informed choices in their lives.

In keeping with the **Library Bill of Rights**, materials will be considered based on the following:

- Needs of the curriculum, learning/teaching styles of students, faculty, and staff
- Possible use of material (including small or large group instruction, in-depth study)
- Level of physical, artistic, and literary quality
- Representation of multiple viewpoints
- Treatment of subject and lack of cultural bias
- Accuracy and currency of information
- Scope of coverage
- Support of inquiry and critical thinking skills
- Relationship of the material to the overall collection
- Cost, packaging, and documentation

Selection Tools

The following professional resources are available to assist the media specialist in the selection process. However, selection is not limited to the use of these tools.

Follett Destiny: Titlewave (Accessible via Clever)

Periodicals: School Library Journal, Kirkus Reviews, Booklist, Library Media Connection, Journal of Adolescent and Adult Literacy, Young Adult Library Services, Knowledge Quest

Books: Children's & YA Book Lists: Best Books, Best Books for Young Adult Readers, Books for You: An Annotated Booklist for Senior High Students, Outstanding Books for the College Bound: Choices for a Generation, Senior High School Library Catalog

Note: Common Sense Media, Amazon, Good Reads, Reviews from paid reviewing sources, **may be used** in conjunction with professional reviewing sources.

Gifts and Donations

Any gifted or donated items must meet the same selection criteria as all other materials – the selection criteria as listed in House Bill 1467 and in Broward County School Board Policy 6308.

Collection Maintenance

Removing materials from a library collection that are no longer educationally appropriate is as an equally important process as selecting new items of high quality. The library media specialist and/or instructional staff should have an ongoing process to evaluate the library media collection and to keep the collection relevant to the changing needs of the curriculum, personal interests, and needs of students. Evaluation of items under consideration for removal from the Library Media Center should be based on criteria related to the educational value of the resources. The removal (weeding) of library materials from the collection is the responsibility of a skilled professional library media specialist.

Weeded items should not be disposed of or discarded at the school site. Weeded items should be boxed and identified as DISCARDED or WITHDRAWN and scheduled for pick up by Procurement and Warehousing Services by completing the enclosed Warehouse Assistance Request Form.

Reconsideration of Materials

Inquiries regarding the appropriateness of particular library and supplemental instructional materials are a normal part of the process of providing a wide variety of resources for student use. Such inquiries should be handled confidently, diplomatically, and expeditiously.

Collection Evaluation Committee Composition



Clerical Personnel should **NOT** be responsible for Library Media Selection and/or Weeding of Materials.

Challenge Process

Phase 1: Fielding Initial Concern

- Initial concern made by complainant
- Hold informal conference with complainant (Participants: Principal or Administrative Designee, Media Specialist or Instructional Designee, and Complainant)

Note: If no resolution, proceed to phase 2

Phase 2: Addressing Formal Charges

- Claimant submits a written Request for Reconsideration of Instructional or Library Materials
- Inform Innovative Learning (IL): Library Media (LM) staff will provide critical reviews to school administrator.
- Elementary – Celia Taylor
- Middle/High – Janice Brim
- Centers – Michele Rivera

Note: Pull the book in preparation for review in Phase 3

Phase 3: School's Processing of Request for Reconsideration

- Acquire adequate copies of challenged materials and review within 15 working days
- Apply selection criteria
- Prepare and present written report and committee recommendation to Principal, LM Curriculum Supervisor, Director of IL, appropriate OSPA Cadre Director at the Office of Accountability
- Advise complainant of decision in writing (Note: members of the committee should be held confidential)
- Retain or remove materials based on recommendation by school committee

Note: If complainant is dissatisfied, proceed to Phase 4

Phase 4: District's Processing of Request for Reconsideration

- Forward a copy of the complete filing & recommendation to the Director of Innovative Learning
- District committee will follow steps outlined in Phase 3
- Copy of written report & recommendation from the district will be sent to appropriate district level administrators
- Director of Innovative Learning will advise school principal & complainant of district committee decision
- Retain or withdraw challenged material as mandated by district decision committee

Note: District Decision may override prior school-based conclusion

Note: If complainant is dissatisfied with district committee's decision, complainant may request inclusion on the School Board agenda.

Collection Analysis

The information provided in this section gives an overview of the entire library collection. collection analysis is based on a Titlewave Analysis completed.



7,422

Items in the Collection



2008

Average Age of the Collection



15

Items per Student



34%

Fiction titles in the Collection



33%

Digital Resources



42%

Aged Titles

Diverse library media resources. The resources provide “mirrors, windows, and sliding glass doors” for students and teachers to see themselves in books and also learn about the lives of others through literature.



34%

Diverse Titles in Collection



2007

Diverse Titles Average Age

Social-Emotional Learning (SEL) library media resources can contribute to the **development of character and social-emotional skills.**



35%

SEL Titles in Collection



2008

SEL 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 (Balanced Dewey Comparison Report).

Section	Average Age	# of Titles	Actual Percentage	Recommended Percentage	Difference Percentage
Computer Science, Information & General Works	2014	24	0.3%	0.7%	-0.4%
Philosophy & Psychology	2011	17	0.2%	0.4%	-0.2%
Religion	2013	19	0.3%	0.3%	0%
Social Sciences	2005	310	4.2%	5.5%	-1.3%
Language	2001	32	0.4%	0.5%	-0.1%
Science	2012	756	10.2%	8.7%	1.5%
Technology	2012	383	5.2%	4.3%	0.9%
Arts & Recreation	2011	312	4.3%	5.8%	-1.5%
Literature	1997	124	1.7%	1.5%	0.2%
History & Geography	2009	456	6.1%	5.7%	0.4%
Biography	2010	594	7.9%	3.4%	4.5%
Easy	2005	1471	19.6%	33.4%	-13.8%
General Fiction	2007	2521	34%	29.8%	4.2%
Paperback	1998	2	0.1%	NA	NA
Professional	2009	16	0.2%	NA	NA
Reference	2015	11	0.1%	NA	NA
Story Collection	2013	5	0.1%	NA	NA

The analysis of the collection also revealed the following areas of **strengths** and **concerns**:

Strengths

- Computer Science, Information, and General Works
- Religion
- Science
- Technology

Concerns

- Social Sciences
- Language
- Literature
- Easy

Strategic Focus

This page lists the priorities for weeding and purchasing for each school year and includes the action, updates, and outcomes. This is subject to change due to funding and time constraints.

School Year	Strategic Focus
Year 1 Current Year	Purchasing Priority 1 = Easy Purchasing Priority 2 = Literature Weeding Priority 1 = Literature Weeding Priority 2 = Language
Year 2	Purchasing Priority 1 = Easy Purchasing Priority 2 = Biography Weeding Priority 1 = General Fiction Weeding Priority 2 = Easy
Year 3	Purchasing Priority 1 = General Fiction Purchasing Priority 2 = Easy Weeding Priority 1 = Language Weeding Priority 2 = General Fiction

Budget and Purchasing Plan

This page outlines the current budget available and specifically lists the priorities for this school year.

Annual Budget 2024-2025

Annual Budget	
Source	Amount
State Allocation Funds	0
Approximate Annual Budget	
Source	Amount
School Library Budget (\$9.60 Elementary and Middle per pupil and \$12.80 High per pupil)	\$4,305.85
Library Media Internal Funds (Lost books, book fairs, and fundraising)	\$165.33
Grants	0
TOTAL	\$4,471.18

Note: State Allocation Funds (Fund 1000 Function 6200 Activity 7220). Please confirm this amount with your school bookkeeper.

Purchasing Plan 2024-2025

Approximate Purchasing Plan	
Purpose	Amount
Easy Books bringing Average Age into compliance	\$3,129.83
Literature Books bringing Average Age into compliance	\$1,341.35
TOTAL	\$4,471.18

Appendix

BCPS Library Media Services Policies and Procedures

Guidelines for Evaluating and Weeding Library Materials

Intellectual Freedom

Library Bill of Rights

Guidelines for Challenged Instructional and Library Materials

Request for Reconsideration of Instructional Materials Form

Enrollment & Demographic Data

<Total> 2021-22 Student Enrollment as of August 31, 2021				Federal Ethnicity	
				<Hispanic> % Hispanic	<Non-Hisp> % Non-Hispanic
Federal Race Category					
<White> % White	<Black> % Black	<Native> % Native	<Asian> % Asian	<Pacific> % Pacific	<Multi> % Multicultural
Proficiency Data					
Assessment	2018-19	2020-21	Assessment	2018-19	2020-21
<i>FSA ELA Grade 9</i>	2018-19	2020-21	<i>FSA ELA Grade 10</i>	2018-19	2020-21
<i>Algebra 1 EOC</i>	2018-19	2020-21	<i>Geometry EOC</i>	2018-19	2020-21
<i>Biology EOC</i>	2018-19	2020-21	<i>U.S. History EOC</i>	2018-19	2020-21

Enrollment & Demographic Data

<Total> 2021-22 Student Enrollment as of August 31, 2021	Federal Ethnicity	
	<Hispanic> % Hispanic	<Non-Hisp> % Non-Hispanic

Federal Race Category					
<White> % White	<Black> % Black	<Native> % Native	<Asian> % Asian	<Pacific> % Pacific	<Multi> % Multicultural

Proficiency Data					
Assessment	2018-19	2020-21	Assessment	2018-19	2020-21
<i>FSA ELA Grade 6</i>	2018-19	2020-21	<i>FSA Math Grade 6</i>	2018-19	2020-21
<i>FSA ELA Grade 7</i>	2018-19	2020-21	<i>FSA Math Grade 7</i>	2018-19	2020-21
<i>FSA ELA Grade 8</i>	2018-19	2020-21	<i>FSA Math Grade 8</i>	2018-19	2020-21
<i>Civics EOC</i>	2018-19	2020-21	<i>Algebra 1 EOC</i>	2018-19	2020-21
<i>NGSSS Sci 8 EOC</i>	2018-19	2020-21	<i>Geometry EOC</i>	2018-19	2020-21

Enrollment & Demographic Data

<Total> 2021-22 Student Enrollment as of August 31, 2021	Federal Ethnicity	
	<Hispanic> % Hispanic	<Non-Hisp> % Non-Hispanic

Federal Race Category					
<White> % White	<Black> % Black	<Native> % Native	<Asian> % Asian	<Pacific> % Pacific	<Multi> % Multicultural

Proficiency Data					
Assessment	2018-19	2020-21	Assessment	2018-19	2020-21
FSA ELA Grade 3	47%	48%	FSA Math Grade 3	2018-19	2020-21
FSA ELA Grade 4	2018-19	2020-21	FSA Math Grade 4	2018-19	2020-21
FSA ELA Grade 5	2018-19	2020-21	FSA Math Grade 5	2018-19	2020-21
NGSSS Sci 5 EOC	2018-19	2020-21			

Enrollment & Demographics Data

<Total> 2021-22 Student Enrollment as of August 31, 2021	Federal Ethnicity	
	<Hispanic> % Hispanic	<Non-Hisp> % Non-Hispanic

Federal Race Category					
<White> % White	<Black> % Black	<Native> % Native	<Asian> % Asian	<Pacific> % Pacific	<Multi> % Multicultural

Proficiency Data					
Assessment	2018-19	2020-21	Assessment	2018-19	2020-21
FSA ELA Grade 3	47%	48%	FSA Math Grade 3	2018-19	2020-21
FSA ELA Grade 4	2018-19	2020-21	FSA Math Grade 4	2018-19	2020-21
FSA ELA Grade 5	2018-19	2020-21	FSA Math Grade 5	2018-19	2020-21
FSA ELA Grade 6	2018-19	2020-21	FSA Math Grade 6	2018-19	2020-21
FSA ELA Grade 7	2018-19	2020-21	FSA Math Grade 7	2018-19	2020-21
FSA ELA Grade 8	2018-19	2020-21	FSA Math Grade 8	2018-19	2020-21
Civics EOC	2018-19	2020-21	Algebra 1 EOC	2018-19	2020-21
NGSSS Sci 5 EOC	2018-19	2020-21	Geometry EOC	2018-19	2020-21
NGSSS Sci 8 EOC	2018-19	2020-21			