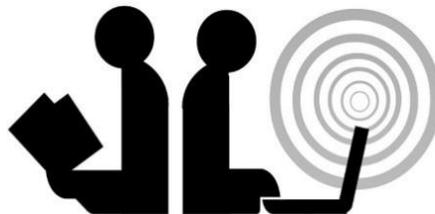




Ghazvini Learning Center

6-12 Media Center Collection Development Plan



LCS Media Specialists

A handwritten signature in blue ink that reads "Amy Alvis".

Amy Alvis
Principal

A handwritten signature in black ink that reads "Caroline Donnellan".

Caroline Donnellan
Certified Educational Media Specialist

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EXECUTIVE SUMMARY

Leon County Schools Vision

The vision of Leon County Schools is to provide an engaging, safe, and respectful learning environment that fosters effective communication, collaboration, and critical thinking while creating productive citizens who value diversity and positively contribute to society.

Leon County Schools Mission

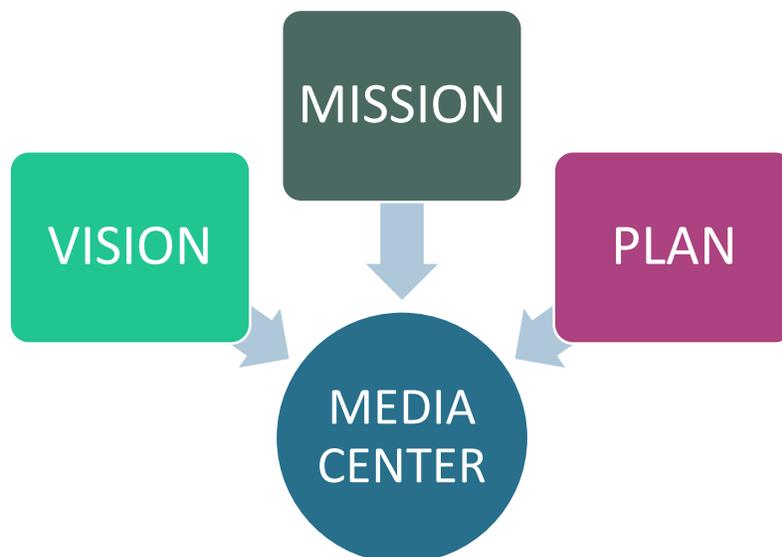
The mission of Leon County Schools is to educate, inspire, and empower all students to become responsible, respectful, and engaged citizens who are equipped with the critical thinking skills needed to thrive in our global society.

Ghazvini Learning Center Vision

By focusing on the whole student, we will prepare students for leadership, service and success as global citizens with a sense of civic responsibility. By fostering safe and nurturing classrooms and putting an emphasis on personal growth, integrity, and academic acceleration, our students will be able to succeed in any collegiate or professional training program they choose.

Ghazvini Learning Center Mission

The mission of Ghazvini Learning Center is to create a unique and adaptable educational environment that will meet the needs and aspirations of our students. Students will be provided opportunities to access the curriculum at an accelerated pace and to recover from academic deficiencies. We strive to assist students in reaching their highest potential and achieving the goal of earning high school diplomas. We will create partnerships between students, parents, community and the school. We will promote the development of a community of life-long learners ready to be successful both academically and professionally.



COLLECTION DEVELOPMENT PLAN CYCLE

This collection development plan is a subsection of the Ghazvini Learning Center Strategic Plan for Library Media Operations. The collection development plan outlines how district and school funds are to be spent, collection maintenance, and how/when to remove items from the collection. The Ghazvini Learning Center Collection Development Plan is organized as follows:



KNOWLEDGE OF THE COMMUNITY

Ghazvini Learning Center serves 171 students enrolled in grades 6–12. The student population’s ethnicity is made of 7% Hispanic and 93% Non-Hispanic students. Additionally, we serve a diverse population made up of 14% White, 77% Black, and 2% Multicultural students.

The administration includes Principal Amy Alvis, Assistant Principal Moses Johnson III, Assistant Principal Nicole Nicolas, and Dean Niah Hatcher. Ghazvini Learning Center is proud to offer special programs which provide students with opportunities for personal growth. These include art therapy, girls circle, Fellowship of Christian Athletes, and the Council on the Status of Men and Boys.

School Analysis

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

Enrollment & Demographic Data					
171 2024-25 Student Enrollment as of August 31, 2024	Subgroups		Federal Ethnicity		
	0% ELL	30% ESE	7% Hispanic	93% Non-Hispanic	
Federal Race Category					
14% White	77% Black	0% Native	0% Asian	0% Pacific	2% Multicultural
Proficiency Data					
Assessment	2023-24	2022-23	Assessment	2023-24	2022-23
<i>FSA ELA Grade 6</i>	0%	0%	<i>FSA Math Grade 6</i>	0%	0%
<i>FSA ELA Grade 7</i>	4%	11%	<i>FSA Math Grade 7</i>	7%	19%
<i>FSA ELA Grade 8</i>	0%	6%	<i>FSA Math Grade 8</i>	0%	0%
<i>FSA ELA Grade 9</i>	6%	14%	<i>Algebra 1 EOC</i>	8%	4%
<i>FSA ELA Grade 10</i>	14%	5%	<i>Geometry EOC</i>	5%	6%



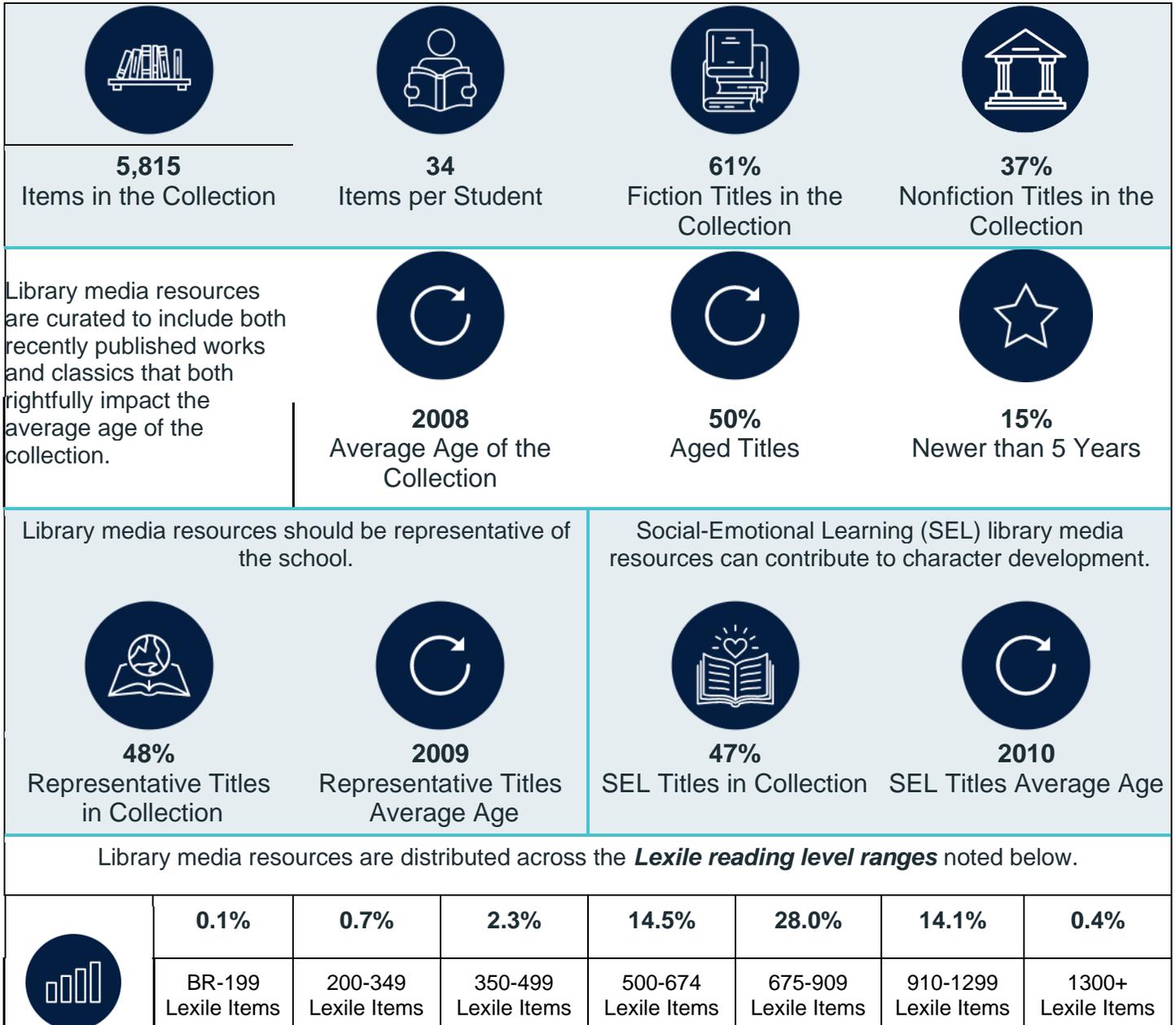
Civics EOC	9%	16%	U.S. History EOC	20%	5%
NGSSS Sci 8 EOC	0%	0%	Biology EOC	9%	7%

KNOWLEDGE OF COLLECTION

Collection Analysis

A thorough analysis of the current media center collection at Ghazvini Learning Center indicates that the average age of the collection is 2008 and the number of books per student is 34. The American Association for School Libraries has established a criterion for highly effective media center that includes a ratio of 15-20 books available per student in the collection.

At this time, Ghazvini Learning Center does meet the recommended standards for the number of books per student. The collection is developed for and influenced by students, their interests, academic needs and alignment to the curriculum. The data below is a snapshot of the collection based on a Titlewise Analysis.



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
Computer Science, Information & General Works	29	2016
Philosophy & Psychology	64	2006
Religion	31	2002
Social Sciences	298	2009
Language	33	1999
Science	321	2006
Technology	198	2009
Arts & Recreation	240	2009
Literature	159	2000
History & Geography	567	2006
Biography	198	2004
General Fiction	3,194	2009
Graphic Novels	382	2014

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

- There is a high items per student ratio.
- The collection includes a sizeable number of diverse and SEL titles.
- There is an imbalance between the number of fiction and nonfiction titles, with 24% more fiction titles than nonfiction.
- The nonfiction collection is aging, especially in the areas of language, religion, literature, and biography.
- Age-sensitive areas with the oldest average age are Commerce, Communications and Transportation and Geography, Maps, Atlases.

Representation Analysis

To deepen focus on strategic collection development, specific sections of the collection were analyzed in detail to determine whether the media center collection reflects and represents various points of view and experiences. The goal is to provide a balanced collection that can be both a mirror, to reflect a reader's experience, and a window, so readers can experience different viewpoints.

Results

Based on the available school data of Ghazvini Learning Center in comparison to Collection Analysis results, it was found that:

Representation Focus	Avg. Age of Target Population Titles	# of Target Population Titles	% of Target Population Titles	% of Students
African American	2009	755	12.9%	77%
Latinx/Hispanic American	2013	109	1.9%	8%
Learning Disabilities	2010	9	0.0015%	30%

Summary

After completing a deeper, targeted analysis of the representation section of the TitleWise report, it was determined that:

- More African American titles need to be added to the collection to better reflect the population.
- More Latinx/Hispanic American titles need to be added to the collection to better reflect the population.
- More Learning Disability titles need to be added to the collection to better reflect the population.

Needs Assessment

Students and staff were surveyed between the dates of April 3 – 12, 2024 via Microsoft Forms distributed over email. 16 students and 8 staff members responded.

Students from each grade level responded to the survey with the most responses coming from tenth graders. 69% of students reported checking out a book in the media center and 56% reported having asked the media specialist for help. Students responded that they liked the furnishings, learner's permit resources, printer, books, and ability to get help in the media center. Suggestions for improvements included access to board games, expanding the collection, resources and help for getting jobs, more events and programming, and expanding the manga collection.

The most popular types of books students reported to like to read (indicated by 4 or more student responses) were:

- action and adventure
- animals
- graphic novels
- cars
- cookbooks
- ghost stories
- horror
- humor
- monsters
- movies
- music
- mystery
- romance

Staff responded that they liked the selection of books, accessibility, makerspace, and the flexibility and helpfulness of the media specialist. Suggestions for improvement include expanding the use of makerspace as a reward, forming a student book club, expanding access for Second Chance students, scheduling times for classes, and decreasing the teaching load for the media specialist so that she is more available for classes and events.

Materials Selection

The Ghazvini Learning Center library media center is under the umbrella of the Leon County Schools district library program which in turn, follows requirements laid out by Florida law for library media centers and instructional materials.

Per [FS 1006.28.6\(d\)2.a-d](#) and LCS [po2520](#), the guidelines below are general standards by which to review and select materials to meet the needs of LCS students, faculty, and staff.

Materials considered for purchase are selected on the basis of the following criteria. The materials must be:

Library Materials Selection Guidelines

<ul style="list-style-type: none">• In support of state academic standards and aligned curriculum.	<ul style="list-style-type: none">• suited to student needs and their ability to comprehend the material presented.
<ul style="list-style-type: none">• able to meet an academic need of students and faculty.	<ul style="list-style-type: none">• of quality of writing and production.
<ul style="list-style-type: none">• free of pornography and material prohibited under s. 847.012.	<ul style="list-style-type: none">• appropriate for the grade level and age group for which the materials are used or to whom they are made available.
<ul style="list-style-type: none">• at an appropriate readability level and user appeal.	<ul style="list-style-type: none">• valid, accurate, objective, up-to-date, and appropriate information

Effort should be made to keep the media current, comprehensive, and include media that reflects rapidly developing instructional technologies.

After analyzing the Ghazvini Learning Center library media collection, the following areas have been selected as the primary areas of emphasis for materials selection for the 2024-2025 school year.

Area 1: Learning Disabilities

Area 2: World and National cultures

Area 3: Language

Acquisition, Processing, and Maintenance

Acquisitions Procedures in School Libraries

Because LCS school library media centers have only one school library media specialist, that individual is responsible for creating a collection to support instruction, literacy, and students' recreational reading. Materials selection policies generally mandate that the library professional seek input from teachers, other professional staff, and students. School library media specialists are also responsible for weeding or de-selecting collection materials following policy guidelines as well as making a decision as to whether gift items will be accepted.

School Library Acquisitions Procedures

- In selecting learning resources, professional personnel will evaluate available resources and curriculum needs and will consult reputable, professionally prepared aids to selection, and other appropriate sources. The actual resource will be examined whenever possible.
- Recommendations for purchase involve administrators, teachers, students, district personnel, and community members, as appropriate.
- Gift materials shall be judged by the selection criteria and shall be accepted or rejected by those criteria.
- Selection is an ongoing process that should include removing materials that are no longer used or needed, adding materials, and replacing lost and worn materials that still have educational value.

Circulation

Circulation guidelines and procedures for Ghazvini Learning Center

Students in all grades can check out two books at a time for a three-week period. Students can renew the book for an additional three-weeks if they need additional time. Students have access to the media center before school and during lunch, and can be sent by a teacher during class. Books are reshelved by the media specialist at the end of each day. If a student loses a book and is able to pay for the lost book, they are encouraged to pay a maximum of \$5 for the lost material. If a student is unable to pay, the fee is waived.

Circulation statistics for Ghazvini Learning Center library media center area as follows:

School Year 2023-24	Circulation Statistics Categories						
	6th	7th	8 th	9 th	10 th	11 th	12 th
Total Circulations	23	34	127	140	67	89	10

Collection Evaluation and Inventory

Weeding, also known as Deselection, is a valuable professional practice for the Ghazvini Learning Center school library media center.

This page lists the priorities for selection and weeding 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
2024-25	Selection Priorities <ul style="list-style-type: none">• Learning Disabilities• World and National Cultures• Biography
	Weeding Priorities <ul style="list-style-type: none">• Language• Literature• Biography
2025-26	Selection Priorities <ul style="list-style-type: none">• Religion• Science• Philosophy & Psychology
	Weeding Priorities <ul style="list-style-type: none">• History & Geography• Religion• Philosophy & Psychology

Budget and Purchasing Plan

This page outlines the current budget available and specifically lists the priorities for this school year 2024-2025.

Annual Budget 2024-2025

State Funds	
Source	Amount
State Allocation	1700.00
Internal Accounts	
Source	Amount
UNICIG	1000.00
Business Partner Donations	300.00
TOTAL	3000.00

Purchasing Plan 2024-2025

Approximate Purchasing Plan	
Purpose	Amount
Learning Disabilities	500.00
World and National Cultures	700.00
Biography	300.00
General Fiction	500.00
Graphic Novels	500.00
Other Nonfiction	500.00
TOTAL	3,000.00