****

**Deerlake Middle School**

6-8 Media Center Collection Development Plan





|  |  |
| --- | --- |
|

|  |
| --- |
| Table of Contents |

 |
|  | Page |
| Our Vision and Mission | 3 |
| Leon County Schools Vision and Mission | 3 |
| Deerlake Middle School Vision and Mission | 3,4 |
|  Collection Development Plan Cycle | 5 |
|  Deerlake Middle School Collection Development Plan | 6 |
| Knowledge of the Community: School Analysis | 6 |
| Knowledge of Collection: Collection Analysis | 7,8 |
| Needs Assessment | 9 |
| School Library Purpose/Goals | 10 |
| Materials Section | 10 |
| Acquisition and Processing | 11 |
| Collection Maintenance | 11 |
| Circulation | 12 |
| Collection Evaluation and Inventory | 13 |
| Budget and Purchasing Plan | 14 |

# 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.

***Deerlake Mission Statement***

Together with community stakeholders, parents/ guardians and the PTO, we at Deerlake Middle School are focused on preparing students for college and careers. We aim to Inspire and empower students to excel both academically and socially, while preparing them to be productive citizens and future leaders. Deerlake strives to provide a nurturing and safe environment that fosters rigorous academics and S.T.E.A.M infused curriculum to prepare students to become lifelong learners***.***

***Deerlake Vision Statement***

*We, the Deerlake faculty and community, believe in academic excellence and that all students can be successful. In order to achieve this mission, we will:*

* *Provide all students an academically challenging environment appropriate for their individual needs, to allow them to explore their skills and interest.*
* *Provide all students the support necessary for them to be successful.*
* *Provide an environment with high expectations including fair and consistent discipline.*
* *Prepare students for a world of changing technologies and teach them to incorporate those technologies in their everyday lives.*
* *Provide a safe, secure and supportive environment that respects individual differences and the rights of others both at school and in our community.*
* *Support our faculty in their professional development to ensure the curriculum and teaching methodologies meet the changing demands of today’s students.*
* *Ensure the faculty, staff, parents, students, and community members are all stakeholders who work together to meet the students’ needs through open and timely communication.*
* *Value diversity as a strength of our school.*

# COLLECTION DEVELOPMENT PLAN CYCLE

This collection development plan is a subsection of the Deerlake Middle School 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 Deerlake Collection Development Plan is organized as follows:



# KNOWLEDGE OF THE COMMUNITY

Deerlake serves 838 students enrolled in grades 6-8. The student population’s ethnicity is made of 9.47% Hispanic and 90.53% Non-Hispanic students. Additionally, we serve a diverse population made up of 76.62 White %, 14.75 % Black, 14.87% Asian and Pacific Islander and 5.75% Multicultural students.

The administration includes Principal Stephen Mills and Assistant Principals Kari Crowder, and Taita Scott. Deerlake is proud to offer the many special programs which provide students with opportunities. These include eight high school credit classes, a Fantasy Literature class, Wildlife Conservation class, Agriculture and an Introduction to Video Production/Podcasting class.

# School Analysis

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

|  |
| --- |
| **Enrollment & Demographic Data** |
| **838**2025-26 Student Enrollment as of September 5, 2025 | **Subgroups** | **Federal Ethnicity** |
| **1.44%**ELL |  **12.95%**ESE | **9.47%**Hispanic | **90.53%** Non-Hispanic |
| **Federal Race Category** |
| **76.62%**White | **14.75%**Black | **.96%**Native | **14.87%**Asian/Pacific | **5.75 %**Multicultural |  |
| **Proficiency Data** |
| **Assessment** | **2024-25** | **2023-24** | **Assessment** | **2024-25** | **2023-24** |
| ***FSA ELA******Grade 6*** | 72% | 72% | ***FSA Math******Grade 6*** | 77% | 80% |
| ***FSA ELA******Grade 7*** | 75% | 70% | ***FSA Math******Grade 7*** | 87% | 86% |
| ***FSA ELA******Grade 8*** | 74% | 73% | ***FSA Math******Grade 8*** | 65% | 72% |
| ***Civics EOC*** | 90% | 91% | ***Algebra 1 EOC*** | 98% | 100% |
| ***NGSSS Sci 8 EOC*** |  69 % | 76% | ***Geometry EOC*** | 100% | 100% |

# KNOWLEDGE OF COLLECTION

# Collection Analysis

A thorough analysis of the current media center collection at Deerlake indicates that the average age of the collection is 2009 and the number of books per student is 7.8. 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, Deerlake does not 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.

|  |  |  |  |
| --- | --- | --- | --- |
| Logo  Description automatically generated | Icon  Description automatically generated | Icon  Description automatically generated | Icon  Description automatically generated |
| **6,896**Items in the Collection | **7.3**Items per Student | **62%**Fiction Titles in the Collection |  **3 %**Digital Resources |
| Library media resources are curated to include both recently published works and classics that both rightfully impact the average age of the collection.  | Icon  Description automatically generated  | Icon  Description automatically generated | Icon  Description automatically generated |
| **2010**Average Age of the Collection | **44%**Aged Titles | **20%**Newer than 5 Years |
| Library media resources should be representative of the school.  | Social-Emotional Learning (SEL) library media resources can contribute to character development.  |
| A picture containing text  Description automatically generated | Icon  Description automatically generated | A picture containing text, sign  Description automatically generated | Icon  Description automatically generated |
| **48%**Representative Titles in Collection | **2011**Representative Titles Average Age | **51%**SEL Titles in Collection | **2012**SEL Titles Average Age |
| Library media resources are distributed across the ***Lexile reading level ranges*** noted below.  |
| Icon  Description automatically generated | **5**  | **54** | **104** | **901**  | **2,490**  | **1,030**  | **33**  |
| BR-199 Lexile Items | 200-349Lexile Items | 350-499Lexile Items | 500-674Lexile Items | 675-909Lexile Items | 910-1299Lexile Items | 1300+Lexile Items |

**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 | 41 | 2013 |
| Philosophy & Psychology | 25 | 2009 |
| Religion | 25 | 2002 |
| Social Sciences | 379 | 2007 |
| Language | 17 | 2010 |
| Science | 103 | 2013 |
| Technology | 176 | 2013 |
| Arts & Recreation | 176 | 2009 |
| Literature | 71 | 2002 |
| History & Geography | 584 | 2007 |
| Biography | 584 | 2007 |
| Easy | 0 | 0 |
| General Fiction | 4304 | 2011 |
| Graphic Novels | 387 | 2017 |

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

* Average Lexile is 790.
* Average Lexile of eBooks is 810.

**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 Deerlake 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 | 2012 | 353 | 10.6% | 14.75% |
| Diverse Families | 2010 | 425 | 12.8% | 36.33% |
| Women/Gender Studies | 2009 | 797 | 24% | 49% |

## Summary

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

* Diverse titles make up 48% of the collection.
* The age of these diverse titles is 2012 which indicates a need for updated titles.

# Needs Assessment

Based on circulation data and input from the Student Library Advisory Council there is still a need to promote library usage. During the 2024-2025 school year, we expanded our reading incentive program from 3 a year to 5—one for each nine weeks and the SSYRA challenge. With the concerns of the Department of Education, it continues to be a challenge to find books that middle schoolers want to read and meet the strict requirements of the department. Students have expressed frustration with the library closure days and the difficulty accessing the library. Testing, Security laws and librarian’s other duties are still impacting the libraries closure. With the library to be locked at all times, and just a librarian it is difficult to keep the library open everyday and to quickly open doors so students may get in. Students also asked for more programming in the library.

Based on this feedback, the following goals were established: 1) Implementing monthly programming activities, 2) Continuing reading incentive programs for each nine weeks and SSYRA, 3) Adding an incentive personal reading incentive program, and 4) Growing the library collection to meet the recommended standard of 15 titles per student.

# Materials Selection

Deerlake 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](http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&Search_String=&URL=1000-1099/1006/Sections/1006.28.html) and LCS [po2520](https://go.boarddocs.com/fla/leon/Board.nsf/Public), the guidelines below are general standards by which to review and select materials to meet the needs of your 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** |
| * In support of state academic standards and aligned curriculum.
 | * suited to student needs and their ability to comprehend the material presented.
 |
| * able to meet an academic need of students and faculty.
 | * of quality of writing and production.
 |
| * free of pornography and material prohibited under s. [847.012](https://www.flsenate.gov/Laws/Statutes/2022/847.012).
 | * appropriate for the grade level and age group for which the materials are used or to whom they are made available.
 |
| * at an appropriate readability level and user appeal.
 | * 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 Deerlake 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: Increase the average age of the Customs, Etiquette & Folklore section, 390 dewey. The average age of books is 1998.

Area 2: Increase the average age of the 750 call number section, Painting. The current average age is 1983.

Area 3: Increase the number of titles per student ratio. We are below the suggested ratio by 7 books per student.

Area 4: Increase the number of titles in the sports and recreation section of nonfiction.

Area 5: Increase the number of titles in the graphic novel section.

# Acquisition, Processing, and Maintenance

## Acquisitions Procedures in School Libraries

The acquisition, processing, and maintenance of a library collection are the backbone of a vibrant and effective learning environment. The acquisition process is about curating a diverse and balanced collection that meets the educational needs and interests of students, ensuring inclusivity and relevance to the curriculum. Processing involves cataloging and classifying resources in a way that makes them easily accessible, which is crucial for fostering independent research and reading. Maintenance, on the other hand, requires regular evaluation and weeding of the collection to keep it current, appealing, and aligned with the school's evolving needs. Because our 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 Acquisitions Procedures

* In selecting learning resources, professional personnel will evaluate available resources and curriculum needs and will consult reputable 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.

# Circulation

Circulation guidelines and procedures for Deerlake.

* Library patrons may borrow materials for a limited time period.
* Students will be allowed 2 books for a 2-week period.
* Books can be renewed one time for an additional two weeks.
* Library patrons must go through the check-out procedure for any materials to exit the library.
* All materials must be returned by the end of the school year. If materials are not returned, the patron will be charged the replacement cost.
* Any materials that are lost, ruined, or resulting in removal from circulation, are the patron’s responsibility to pay the replacement cost.

Procedures:

* Library is open most days 8:45am-4:00pm.
* Students will check out books at the circulation desk before leaving the library.
* The number of books each student has checked out will be monitored.
* Books will be reshelved by library staff daily.
* Books that are overdue will result in a notice sent to the student. Usually late notices are sent at interim report card time and at the end of the nine weeks. Any books overdue more than 2 weeks will result in a notice sent to the student
* In April, final late notices will go out to students.
* If books are still not returned by May, parents will be emailed informing them of the overdue book and requesting payment if the book is lost.

Circulation statistics for Deerlake library media center area as follows:

|  |  |
| --- | --- |
| School Year | **Circulation Statistics****Categories** |
| **Fiction** | **Nonfiction** | **Other** |
| 2025-2026 | 3,135 | 246 | 768 |
| **Number of books per grade** |
|  | **6th** | **7th** | **8th** |
| 2024-2025 | 2,159 | 816 | 1,228 |

# Collection Evaluation and Inventory

Weeding, also known as Deselection, is a valuable professional practice for the Deerlake 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** |
| ***2025-26*** | **Selection Priorities*** Continue to find high interest fiction titles
* Update the Customs and Etiquette and mythology/Folklore nonfiction titles
* Continue to build the sports and recreation section in the nonfiction
* Update the Painting/Art titles
 |
| **Weeding Priorities*** Remove titles that are damaged or moldy.
* Fiction section--Weed books that are not new titles that haven’t been checked out in 5 years. If students aren’t reading the book, then we need to make room for books they are interested in.
* Nonfiction section—remove any titles with outdated information.
 |
| ***2026-27*** | **Selection Priorities*** Continuing to find high interest fiction titles
* Update the Classics genre in fiction
* Update the language and linguistics titles in the nonfiction section.
* Update the titles in the history titles in the nonfiction section.
 |
| **Weeding Priorities*** Remove titles that are damaged or moldy.
* Fiction section--Weed books that are not new titles that haven’t been checked out in 5 years. If students aren’t reading the book, then we need to make room for books they are interested in.
* Nonfiction section—remove any titles with outdated information.
 |

**Budget and Purchasing Plan**

This page outlines the current budget available and specifically lists the priorities for this school year (2025-2026).

## Annual Budget 2025-2026

|  |
| --- |
| **State Funds** |
| **Source** | **Amount** |
| State Allocation | $4,000 |
| **Internal Accounts** |
| **Source** | **Amount** |
| Book Fairs | $750 |
| School Support | $0 |
|  |  |
| TOTAL | $4,750 |

##

## Purchasing Plan 2025-2026

|  |
| --- |
| **Approximate Purchasing Plan** |
| ***Purpose*** | ***Amount*** |
| Increase the number of titles per student | $1,500 |
| Purchase updated Painting and Art Nonfiction | $500 |
| Purchase updated Customs, Mythology/Folklore Nonfiction | $500 |
| Update and increase number of graphic novel titles | $500 |
| Purchase supplies to catalog new books | $200 |
| Reading Incentives | $750 |
| **TOTAL** | $3,950 |