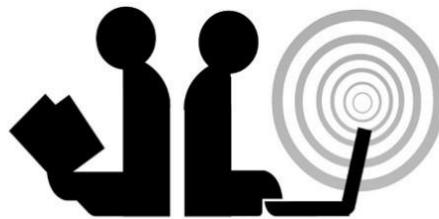




# Sealey Elementary School

## Media Center Collection Development Plan



**LCS Media Specialists**

*Demetria Clemons*

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Demetria Clemons  
Principal

*Laura Camoesas*

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Laura Camoesas  
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.

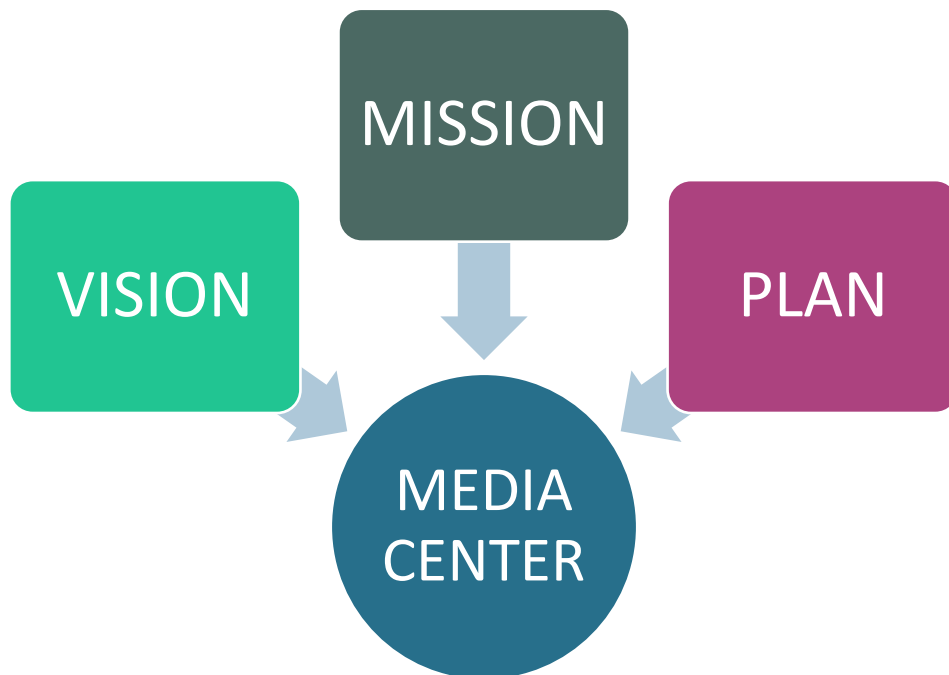
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### ***Sealey's Vision***

*The Sealey Elementary Community is dedicated to the process of engaging successful, safe and respectful academic achievers who appreciate diversity and the foundations of the learning environment in order to foster a spirit that conscientiously contributes to our society.*

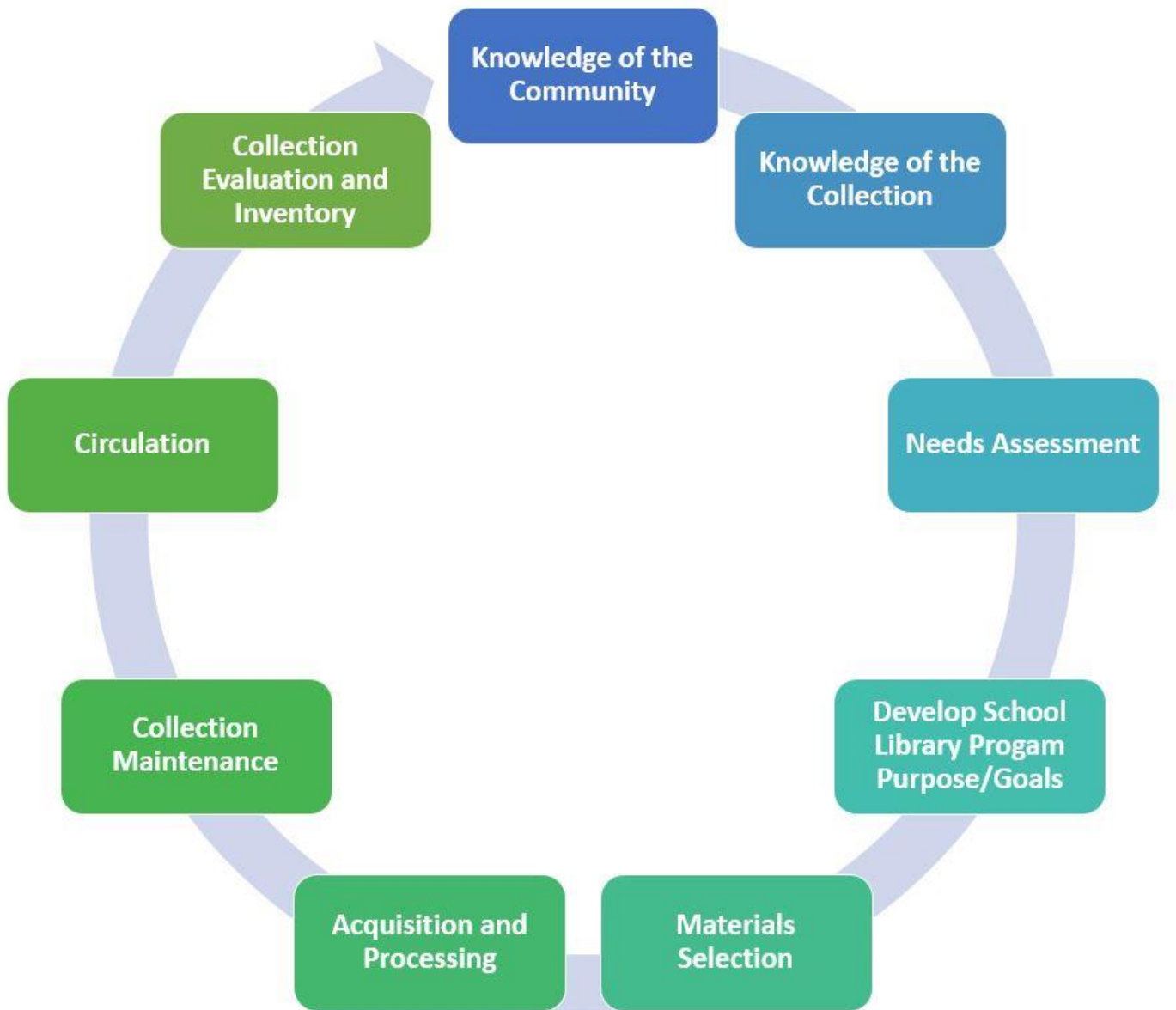
### ***Sealey's Mission***

*Sealey Elementary Math and Science Magnet School prepares students to be responsible, respectful and independent learners who will grow in his/her intellectual, physical and emotional development in a way that increases academic performance and encourages student and school success.*



## COLLECTION DEVELOPMENT PLAN CYCLE

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



## KNOWLEDGE OF THE COMMUNITY

Sealey serves 375 students enrolled in grades Pre-K through 5th. The student population's ethnicity is made of 10.6% Hispanic and 89.4 % Non-Hispanic students. Additionally, we serve a diverse population made up of 15.6% White, 63% Black, 1.7% Asian or Pacific Islander, and 9.2% Multicultural students.

The administration includes Principal Demetria Clemons and Assistant Principal Leslie Moore. Sealey is proud to offer the many special programs which provide students with opportunities. These include Lego Robotics, Elementary National Honor Society, Student Council, Safety Patrol, Morning News Crew, Talented and Gifted Program, Green Team Recycling Program, Aspiring Talent Program, Mentor Programs, All-Pro Dad, and Reading Pals.

### School Analysis

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

| Enrollment & Demographic Data                                 |              |            |                          |                       |         |
|---------------------------------------------------------------|--------------|------------|--------------------------|-----------------------|---------|
| 375<br>2024-25 Student Enrollment as of<br>September 15, 2025 | Subgroups    |            | Federal Ethnicity        |                       |         |
|                                                               | 7%<br>ELL    | 39%<br>ESE | 10.6%<br>Hispanic        | 89.4%<br>Non-Hispanic |         |
| Federal Race Category                                         |              |            |                          |                       |         |
| 15.6%<br>White                                                | 63%<br>Black |            | 1.7%<br>Asian or Pacific | 9.2%<br>Multicultural |         |
| Proficiency Data                                              |              |            |                          |                       |         |
| Assessment                                                    | 2024-25      | 2023-24    | Assessment               | 2024-25               | 2023-24 |
| FSA ELA<br>Grade 3                                            | 47           | 63         | FSA Math<br>Grade 3      | 47                    | 63      |
| FSA ELA<br>Grade 4                                            | 67           | 48         | FSA Math<br>Grade 4      | 62                    | 44      |
| FSA ELA<br>Grade 5                                            | 54           | 47         | FSA Math<br>Grade 5      | 53                    | 34      |
| NGSSS Sci 5<br>EOC                                            | 43           | 35         |                          |                       |         |

# KNOWLEDGE OF COLLECTION

## Collection Analysis

A thorough analysis of the current media center collection at Sealey indicates that the average age of the collection is 18 years and the number of books per student is 27. 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, Sealey 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.

|                                                                                                                                                          |                                                                                     |                                                                                                  |                                                                                       |                         |                         |                          |                       |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
|                                                                         |    |                |    |                         |                         |                          |                       |
| <b>11,360</b><br>Items in the Collection                                                                                                                 | <b>27.3</b><br>Items per Student                                                    | <b>56%</b><br>Fiction Titles in the Collection                                                   | <b>44%</b><br>Nonfiction Titles 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>2007</b><br>Average Age of the Collection                                        | <b>5,623 (49%)</b><br>Aged Titles                                                                | <b>1,865 (16%)</b><br>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. |                                                                                       |                         |                         |                          |                       |
|                                                                       |  |              |  |                         |                         |                          |                       |
| <b>3,944 (35%)</b><br>Representative Titles in Collection                                                                                                | <b>2008</b><br>Representative Titles Average Age                                    | <b>4,782 (42%)</b><br>SEL Titles in Collection                                                   | <b>2010</b><br>SEL Titles Average Age                                                 |                         |                         |                          |                       |
| Library media resources are distributed across the <b>Lexile reading level ranges</b> noted below.                                                       |                                                                                     |                                                                                                  |                                                                                       |                         |                         |                          |                       |
|                                                                       | <b>260</b>                                                                          | <b>482</b>                                                                                       | <b>1,203</b>                                                                          | <b>2,870</b>            | <b>1,844</b>            | <b>603</b>               | <b>7</b>              |
|                                                                                                                                                          | BR-199<br>Lexile Items                                                              | 200-349<br>Lexile Items                                                                          | 350-499<br>Lexile Items                                                               | 500-674<br>Lexile Items | 675-909<br>Lexile Items | 910-1299<br>Lexile Items | 1300+<br>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 | 63          | 2005        |
| Philosophy & Psychology                       | 42          | 2002        |
| Religion                                      | 30          | 1998        |
| Social Sciences                               | 554         | 2000        |
| Language                                      | 74          | 2003        |
| Science                                       | 976         | 2003        |
| Technology                                    | 388         | 2004        |
| Arts & Recreation                             | 246         | 2010        |
| Literature                                    | 106         | 2005        |
| History & Geography                           | 476         | 2004        |
| Biography                                     | 696         | 2008        |
| Easy                                          | 3,423       | 2004        |
| General Fiction                               | 3,666       | 2013        |
| Graphic Novels                                | 331         | 2019        |

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

- Strengths: Our General Fiction and Graphic Novel sections are the strongest areas in our library in terms of average age. There has been a concerted effort put in these sections in recent years to add titles of interest to students.
- Concerns: The Nonfiction section as a whole is a large cause for concern. The Arts and Recreation section has the youngest overall age. However, the average age is still 2009. This is especially concerning since the Nonfiction section is more affected by changes in information.

## 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 Sealey 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                      | 2010                                 | 819                           | 7%                            | 63%           |
| Latinx/Hispanic American              | 2017                                 | 153                           | 1%                            | 10.8%         |
| Asian American                        | 2018                                 | 134                           | 1%                            | 1.7%          |
| First Nations                         | 2004                                 | 111                           | 1%                            | 0%            |
| Middle Eastern Regions                | 2001                                 | 19                            | .1%                           | 1%            |
| Physical Disabilities & Special Needs | 2013                                 | 152                           | 1%                            | 23%           |
| Immigrants & Refugees                 | 2010                                 | 84                            | .07%                          | 1%            |

### **Summary**

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

- Although we have worked hard to bring more diverse titles into our collection to represent the many cultures represented in our school, we are still lacking in several areas.
- Our collection of stories by and about African Americans is the most glaring issue. We will prioritize increasing the number of titles in this collection over the next three years. Our goal is to increase the percentage of titles in this category by 10-15% over the next three years.
- The next area lacking most greatly is our collection of stories representing people with physical disabilities and/or other special needs. We will increase this percentage by 5-10% a year over the next three years.
- Finally our collection of stories representing the Latinx/Hispanic communities is also in need of development.

## Needs Assessment

Online surveys via Microsoft Forms were made available to faculty, staff, and students in August 2025. Faculty and staff received an email explaining the procedure and expectations followed by three reminder emails. A total of 17 teachers out of 24 responded to the survey. No students completed the survey this year, and this is something we aim to improve next year by adopting a different policy of dispersal. This year's surveys expressed a need for more lower-level AR book titles, more lessons taught in the library, book clubs, more late-night libraries, updated science and STEM titles, and more times to check out. From this feedback, we have set the following goals: 1. Research and plan for updates to the physical library space, 2. Better communication of library availability for check out times, lessons, and read alouds, and 3. Enhance current programming by ensuring all students, faculty, staff, and families have equal access to our school library media center.

## Materials Selection

Sealey 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 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

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

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

After analyzing the Sealey library media collection, the following areas have been selected as the primary areas of emphasis for materials selection for the 2025-2026 school year.

Area 1: Fiction: Stories about African Americans, people with disabilities, and Latinx/Hispanic people.

Area 2: Everybody: Stories about African Americans, people with disabilities, and Latinx/Hispanic people.

Area 3: Nonfiction: Texts belonging in the 100s, 200s, and 300s sections as well as STEM-related texts.

Based on our review of our Collection Analysis via TitleWise, the areas listed above are the most glaring gaps noted in our current collection. We will prioritize acquiring titles that fit into these categories during the 2025-2026 schools year.

## Acquisition, Processing, and Maintenance

### ***Acquisitions Procedures in School Libraries***

As the sole school library media specialist at Sealey, Mrs. Camoesas is responsible for creating a collection to support instruction, literacy, and students' recreational reading. The following procedures guide the acquisition process within the Library Media Center:

- 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 Sealey:**

Students at Sealey Elementary in grades 1-5 visit the library with their class for 20 minutes once a week. During this time, they are allowed to check out two books at a time. They are also able to visit the library with permission from their classroom teacher before school (8:00-8:30) and during open time slots throughout the day. Teachers were provided with a schedule of available times at the beginning of the school year.

Kindergarten students also visit the library once a week. For the first quarter, Mrs. Camoesas uses this time solely for story time and library orientation. Starting in the second quarter, students may begin checking out one book at a time. If a student become an Accelerated Reader, they are then allowed to check out two books.

If a student loses a book, they are given three weeks to find the book before it is marked as lost. Once a book is marked lost, a notice is sent home to families requesting payment for the lost materials. Students are still allowed to check out books if they have lost books as our main goal is to help keep students reading.

Throughout the day as classes come in, they scan their old library books to return them before “feeding them to the Bookie Monster,” aka our return bin. Students also have the option to do self-checkout, or to check out books with the School Library Media Specialist or Paraprofessional. There are five Sealey 5<sup>th</sup> grade students who work in the library before school as “media aides.” During this time, they reshelve books and keep the library tidy. They also assist youngers students in selecting books. During the school day, the School Library Media Specialist and the School Library Media Paraprofessional both work on reshelving books.

Circulation statistics for Sealey library media center area as follows:

| School Year<br>[2024-25]                                                                                                                                                                                                                    | Circulation Statistics<br>Categories |                 |                 |                 |                 |                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|
|                                                                                                                                                                                                                                             | Kindergarten                         | 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | 4 <sup>th</sup> | 5 <sup>th</sup> |
| All Genres                                                                                                                                                                                                                                  | 1,610                                | 1,773           | 2,104           | 2,300           | 3,023           | 3,936           |
| *The numbers Destiny generated above do not align with the End of Year statistics reported last year, nor do they match with how many titles were circulated in total. According to records, 27,515 total books were circulated last year.* |                                      |                 |                 |                 |                 |                 |
|                                                                                                                                                                                                                                             | Fiction                              |                 |                 | Nonfiction      |                 |                 |
| Totals                                                                                                                                                                                                                                      | 21,488                               |                 |                 | 6,027           |                 |                 |

## Collection Evaluation and Inventory

Weeding, also known as Deselection, is a valuable professional practice for the Sealey 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     | <b>Selection Priorities</b> <ul style="list-style-type: none"> <li><b>Priority 1:</b> We will focus on increasing the number of stories about African Americans, people with disabilities, and Latinx/Hispanic people in our fiction (chapter book) section.</li> </ul> |

|         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|---------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|         | <ul style="list-style-type: none"> <li>• <b>Priority 2:</b> We will focus on increasing the number of stories about African Americans, people with disabilities, and Latinx/Hispanic people in our everybody (picture book) section.</li> <li>• <b>Priority 3:</b> We will focus on increasing the number of updated texts belonging in the 100s, 200s, and 300s sections.</li> </ul>                                                                                                                                                                                        |
|         | <p><b>Weeding Priorities</b></p> <ul style="list-style-type: none"> <li>• <b>Priority 1:</b> We will prioritize weeding the 300s (Social Sciences) section. This section's average age is currently 2000.</li> <li>• <b>Priority 2:</b> We will prioritize weeding the 200s (Religion) section. This section's average age is currently 2002.</li> <li>• <b>Priority 3:</b> We will prioritize weeding the 100s (Philosophy &amp; Psychology) section. This section's average age is currently 2002.</li> </ul>                                                              |
| 2026-27 | <p><b>Selection Priorities</b></p> <ul style="list-style-type: none"> <li>• <b>Priority 1:</b> We will continue working on increasing our titles that represent the communities we serve at Sealey with a focus on African Americans, Latinx/Hispanic peoples, and people with disabilities.</li> <li>• <b>Priority 2:</b> We will continue working on rebuilding our 300s (Social Sciences) sections.</li> <li>• <b>Priority 3:</b> We will prioritize on increasing the number of updated texts belonging in the 500s (Science) and 600s (Technology) sections.</li> </ul> |
|         | <p><b>Weeding Priorities</b></p> <ul style="list-style-type: none"> <li>• <b>Priority 1:</b> We will prioritize weeding the 500s (Science) section. This section's average age is currently 2003.</li> <li>• <b>Priority 2:</b> We will prioritize weeding the 600s (Technology) section. This section's average age is currently 2004.</li> <li>• <b>Priority 3:</b> We will prioritize weeding the 900s (History &amp; Geography) section. This section's average age is currently 2004.</li> </ul>                                                                        |

# 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      | \$2,626.00  |
| Internal Accounts     |             |
| Source                | Amount      |
| Book Fairs- Currently | \$573.66    |
| School Support        | \$282.55    |
| Mrs. Joe Collection   | \$14,284.49 |
| Rollover State Funds  | \$2,041.78  |
| TOTAL                 | \$19,808.48 |

## *Purchasing Plan 2025-2026*

| Approximate Purchasing Plan                                      |            |
|------------------------------------------------------------------|------------|
| Purpose                                                          | Amount     |
| Mrs. Joe Collection Order                                        | \$1,500.00 |
| Beginning of Year Set Up Order (bins, cards, news supplies, etc) | \$300.00   |
| SSYRA Order                                                      | \$800.00   |
| Library Supplies                                                 | \$200.00   |
| Nonfiction Collection Update                                     | \$1,000.00 |
| TOTAL                                                            | \$3,800    |