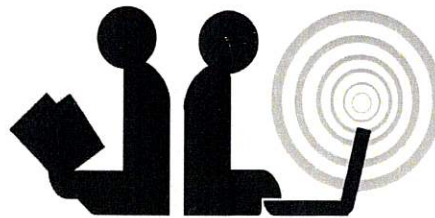


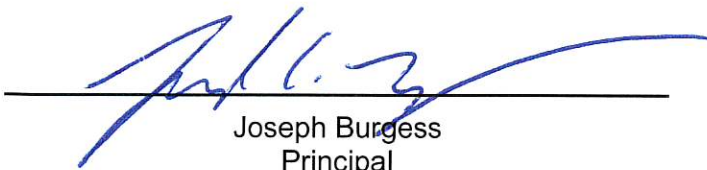


Lawton Chiles High School

9-12 Media Center Collection Development Plan



LCS Media Specialists


Joseph Burgess
Principal

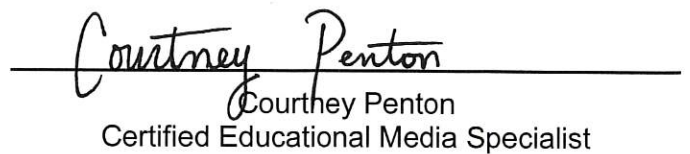

Courtney Penton
Certified Educational Media Specialist

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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

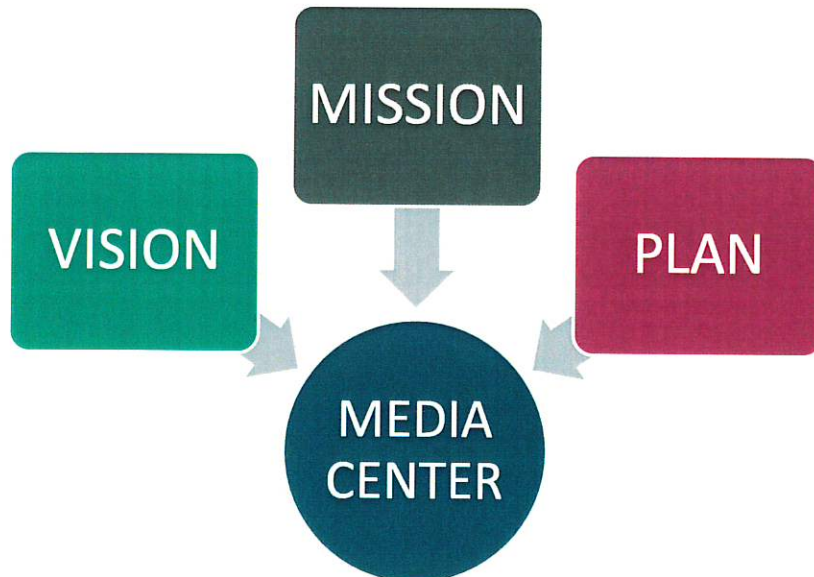
The mission of Leon County Schools is to educate, inspire, and empower all students to become responsible, respectful, and engaged citizens who are equipped with the critical thinking skills needed to thrive in our global society.

Lawton Chiles High School Vision

Lawton Chiles High School will be an engaging, safe and respectful learning environment that embraces change and produces successful learners who value diversity and are conscientious contributors to our society. Our principles: Education is a life-long process. • Students maximize performance by developing self-discipline and effective critical thinking, academic and leadership skills. • Diversity can enhance students' understanding of all people and cultures. • Students should be active learners and have ownership of their learning.

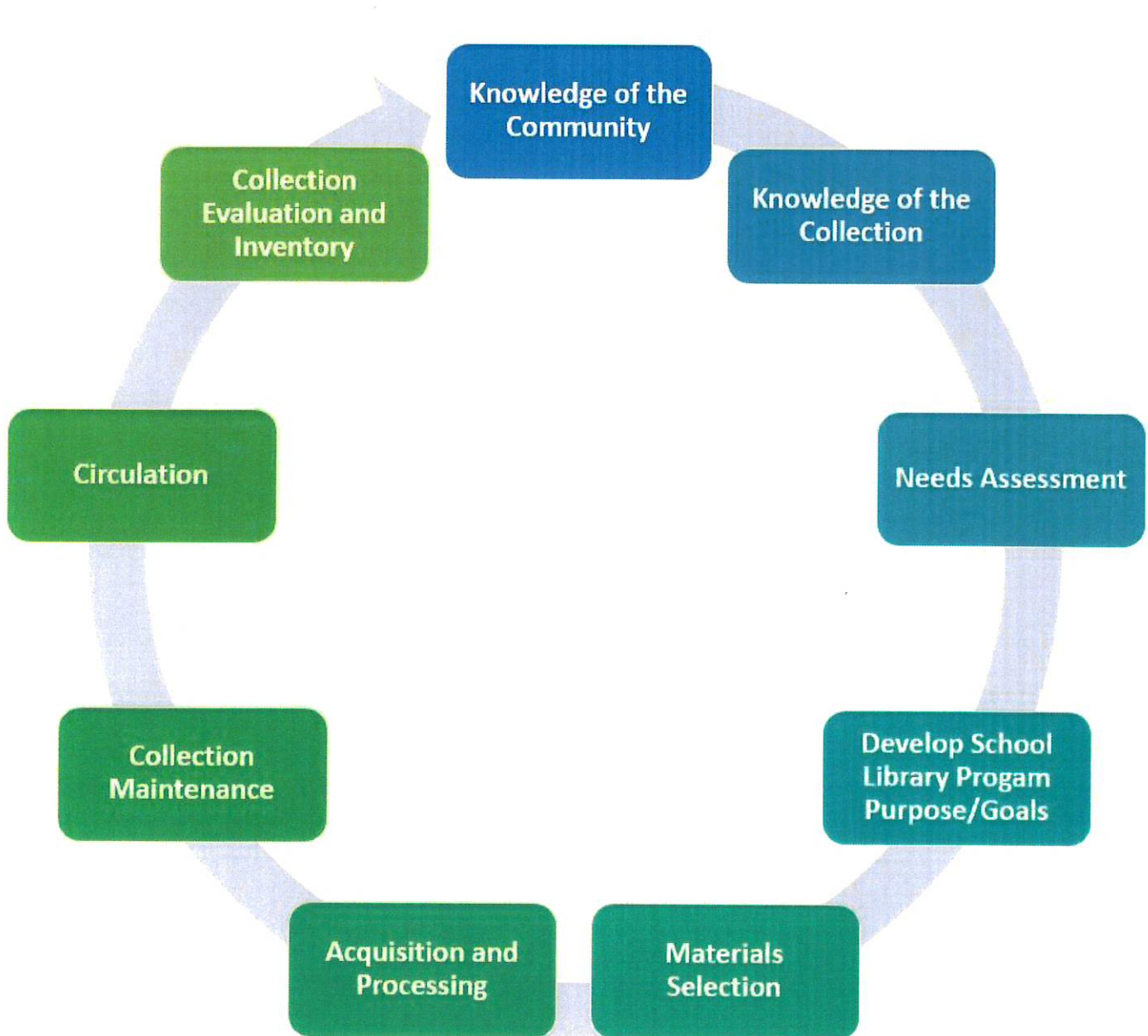
Lawton Chiles High School Mission

Lawton Chiles High School is building a tradition of excellence by providing the best learning environment where students are challenged to be active learners, leaders, achievers and contributors within a global community.



COLLECTION DEVELOPMENT PLAN CYCLE

This collection development plan is a subsection of the Lawton Chiles High 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 Lawton Chiles High School Collection Development Plan is organized as follows:



KNOWLEDGE OF THE COMMUNITY

Lawton Chiles High School serves 1,900 students enrolled in grades 9-12. The student population's ethnicity is made of 157 (8.4%) Hispanic and 1,496 (79.7%) Non-Hispanic students. Additionally, we serve a diverse population made up of 1,339 White (71.3%)%, 157 Black (8.4%) 12 Native (0.6%), 141 Asian/Pacific Islander (7.5%), and 73 Multicultural (3.9%) students.

The administration includes Principal Joseph Burgess, and Assistant Principals Grace Bigelow, Paul Lambert, Dan Molinaro, and Calli Pickens. Lawton Chiles High School is proud to offer the many special programs which provide students with opportunities to excel academically and through extracurriculars. These include nearly 25 athletic groups including football, basketball, soccer, track and field, lacrosse, flag football, swimming, dance and cheerleading. Chiles also has over 40 clubs, both academic and community-oriented. Academic clubs include National Honor Society, Mu Alpha Theta, English National Honor Society, National Art Honor Society, Brain Bowl, International Thespian Society, Chorus, Band and WolfCenter. Community-oriented clubs include Anchor, Key, and FCA.

School Analysis

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

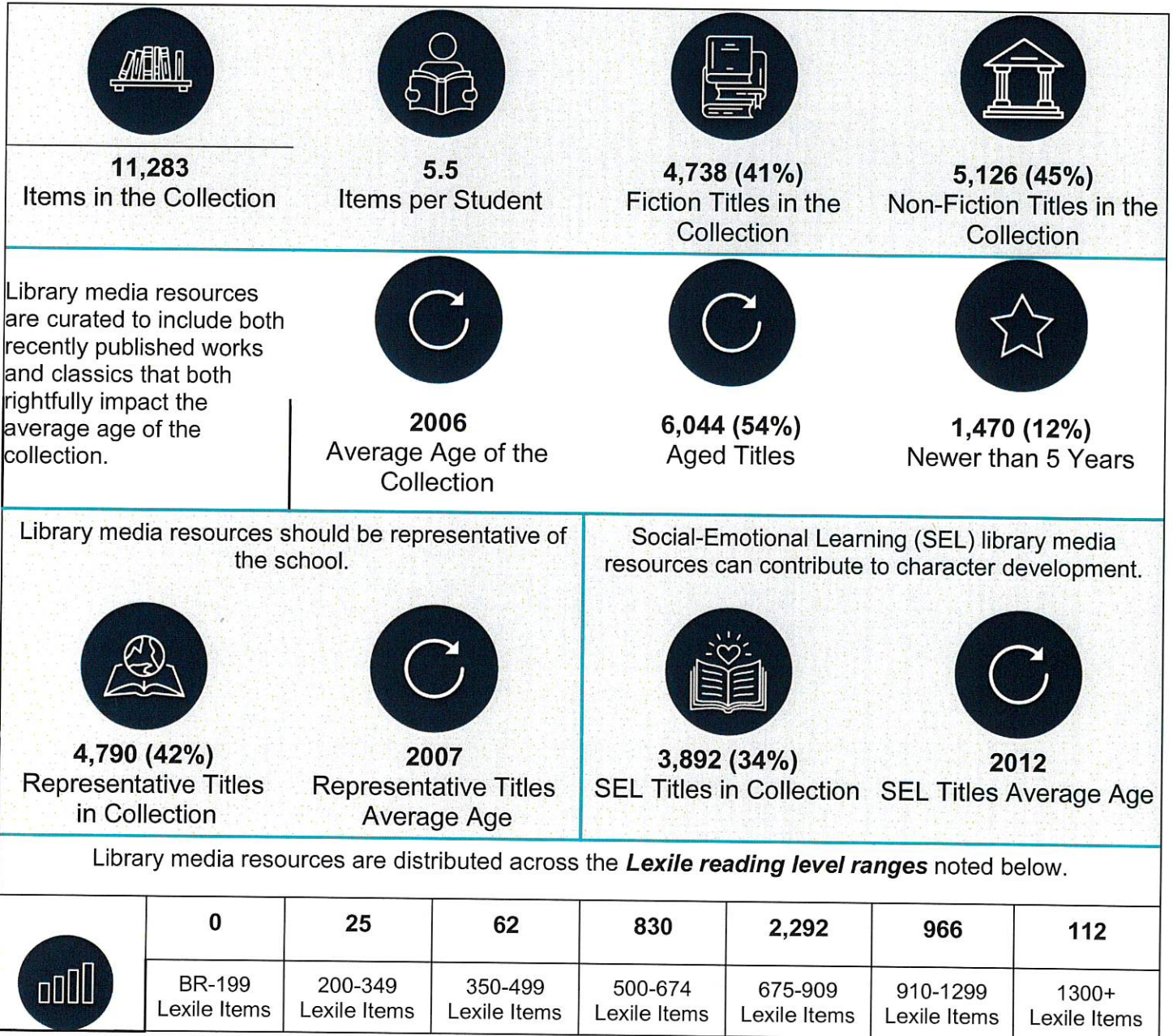
Enrollment & Demographic Data					
1,887 2024-25 Student Enrollment as of August 31, 2024	Subgroups		Federal Ethnicity		
	23 (0.01%) ELL	214 (0.11%) ESE	157 (8.4%) Hispanic	1,496 (79.7%) Non-Hispanic	
Federal Race Category					
1,339 (71.3%) White	157 (8.4%) Black	12 (0.6%) Native	141 (7.5%) Asian	141 (7.5%) Pacific	73 (3.9%) Multicultural
Proficiency Data					
Assessment	2023-24	2022-23	Assessment	2023-24	2022-23
<i>FSA ELA Grade 9</i>	72	72	<i>FSA ELA Grade 10</i>	66	66
<i>Algebra 1 EOC</i>	71	71	<i>Geometry EOC</i>	71	71
<i>Biology EOC</i>	79	83	<i>U.S. History EOC</i>	81	81

KNOWLEDGE OF COLLECTION

Collection Analysis

A thorough analysis of the current media center collection at Lawton Chiles High School indicates that the average age of the collection is 2006 and the number of books per student is 5.4. 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, Lawton Chiles High School 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.



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	81	2006
Philosophy & Psychology	158	2001
Religion	129	1997
Social Sciences	908	2005
Language	65	1991
Science	524	1999
Technology	382	2004
Arts & Recreation	413	2001
Literature	637	1993
History & Geography	1,136	1998
Biography	618	2004
Easy	0	-
General Fiction	4,581	2011
Graphic Novels	1,006	2010

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

- Concerns – Non-fiction books are outdated
- Strengths – There is an appropriate ratio of fiction to non-fiction books.

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 Lawton Chiles High School 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	2007	506	.04%	8.4%
Latinx/Hispanic	2011	138	.012%	8.4%
Asian American	2017	120	.01%	7.5%

Summary

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

- The current collection is lacking in books that represent our minority populations. A priority will now be to add books that help to fill this deficit.

Needs Assessment

- Online surveys were made available to teachers and staff May-July 2024. They received an email with the survey and email reminders to complete their surveys. A total of 30 surveys were completed. The surveys expressed a need for communication, updated non-fiction titles, and access to online books and resources. These developed into the goals: 1. Weed and update non-fiction collection, 2. Cultivate and support communication with teachers and students about the books and resources that are available to them, 3. Provide access to online resources available for teachers and students

Materials Selection

Lawton Chiles High School 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 Lawton Chiles High School 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: Non-fiction books. The current non-fiction collection needs books that are up-to-date and representative of current information and topics.

Area 2: Fiction and non-fiction books that are representative of our entire student population.

Acquisition, Processing, and Maintenance

Acquisitions Procedures in School Libraries

Because Leon County Schools 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.

Example: 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 Lawton Chiles High School:

- Students are able to access the library from 7:00 am – 2:30 pm; they can come before/after school, or during a class time, if allowed by their teacher. Once students select their books, they see the media specialist to check out. There is not a limit for the number of books that students are able to check out at once, however, if they have a book that is overdue they are reminded that it must be turned in or they could be charged for the cost of a lost book.
- When books are returned, there are student media aides each class period who assist with shelving books.
- For lost books, students are ask to pay the cost of the book, or to bring in a replacement of the same book.

Circulation statistics for Lawton Chiles High School library media center area as follows:

School Year 2023-2024	Circulation Statistics By Grade Level			
	9th	10th	11 th	12 th
Total Patrons	545	620	585	567
Total Circulations	862	664	825	803

School Year 2023-24	Circulation Categories	
Fiction	2,643	
Non-Fiction	511	

School Year 2023-2024	Student Media Center Usage By Grade Level			
	9th	10th	11 th	12 th
Total Visits	1,444	1,513	1,501	1,476
This reflects students who visit the Media Center during class time to print, complete homework, check out books, use the computers, and do TA work.				

Collection Evaluation and Inventory

Weeding, also known as Deselection, is a valuable professional practice for the Lawton Chiles High 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	<p>Selection Priorities</p> <ul style="list-style-type: none"> ● Fiction books that are representative of our minority populations ● Non-fiction - Science ● Non-fiction - Technology
	<p>Weeding Priorities</p> <ul style="list-style-type: none"> ● Non-fiction - Science ● Non-fiction - Technology ● Non-fiction - Data Processing and Computer Science
2025-26	<p>Selection Priorities</p> <ul style="list-style-type: none"> ● Non-fiction - Computer Science, Information & General Works ● Non-fiction – History & Geography ● Non-fiction books that are representative of our minority populations
	<p>Weeding Priorities</p> <ul style="list-style-type: none"> ● Non-fiction - Computer Science, Information & General Works ● Non-fiction – History & Geography ● Non-fiction – Social Sciences

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	4000.00
Internal Accounts	
Source	Amount
Lost Book Account	1437.00
TOTAL	5437.00

Purchasing Plan 2024-2025

Approximate Purchasing Plan	
<i>Purpose</i>	<i>Amount</i>
Non-Fiction Books	2000.00
Fiction Books	2000.00
Miscellaneous (book repair supplies, etc.)	1000.00
TOTAL	5000.00