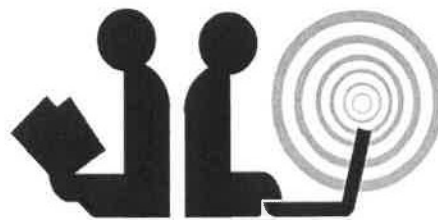




Killearn Lakes Elementary

2025-2026

Media Center Collection Development Plan



LCS Media Specialists

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke at the end.

Jenny Blair
Principal

A handwritten signature in black ink, written in a cursive style.

Katie Stemle
Certified Educational Media Specialist

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EXECUTIVE SUMMARY

Leon County Schools Vision

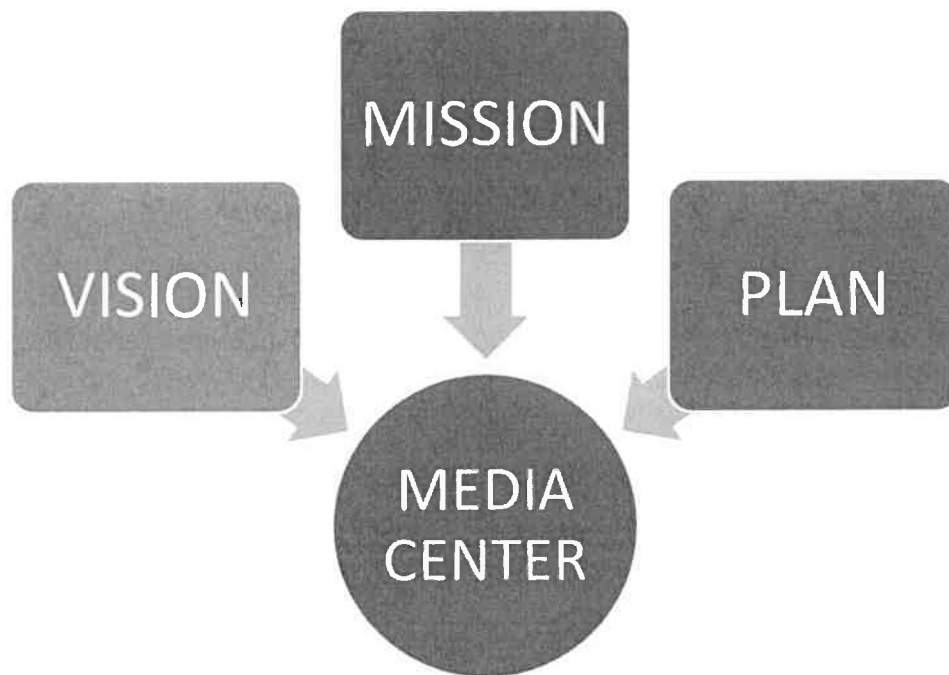
The vision of Leon County Schools is to provide an engaging, safe, and respectful learning environment that fosters effective communication, collaboration, and critical thinking while creating productive citizens who value diversity and positively contribute to society.

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.

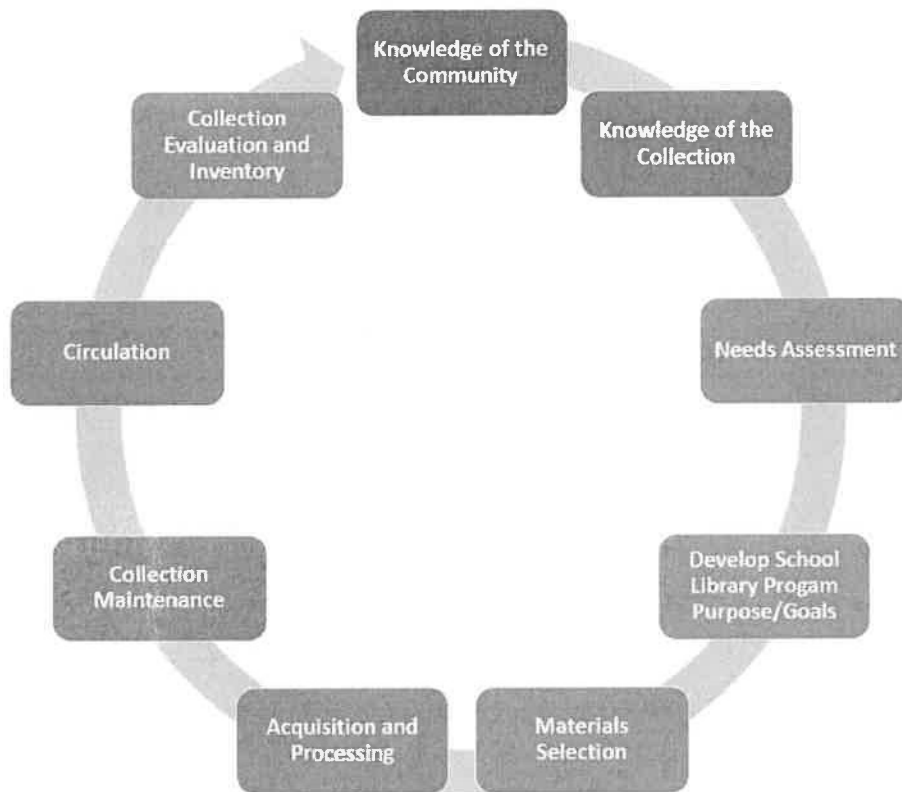
Killearn Lakes Vision / Killearn Lakes Mission

Killearn Lakes Elementary School provides students with an optimal learning environment to create and develop lifelong learners.



COLLECTION DEVELOPMENT PLAN CYCLE

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



KNOWLEDGE OF THE COMMUNITY

Killearn Lakes serves 760 students enrolled in grades Pre-Kindergarten – Fifth Grade. The student population's ethnicity is made of 10.2% Hispanic and 89.8% Non-Hispanic students. Additionally, we serve a diverse population made up of 68.7% White, 9.5% Black, 0% Native, 5.8% Asian and Pacific, and 5.7% Multicultural students.

The administration includes Principal Jenny Blair and Assistant Principal Champayne Ricciardi. Killearn Lakes is proud to offer the many special programs which provide students with opportunities. These include: The Shamrockers, Math Mini Mu, Safety Patrols, Book Nook, Green Team, P.E. Mileage Club, Beginning Strings-Orchestra, Lexia Lab, and Typing Club.

School Analysis

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

Enrollment & Demographic Data					
760 2025-26 Student Enrollment as of August 29, 2025	Subgroups			Federal Ethnicity	
	1.7% ELL	20.7% ESE	10.2% Hispanic	89.8% Non-Hispanic	
Federal Race Category					
68.7% White	9.5% Black	0% American Indian or Alaskan	5.8% Asian / Hawaiian Pacific	5.7% Multicultural	
Proficiency Data					
Assessment	2024-25	2023-24	Assessment	2024-25	2023-24
FSA ELA Grade 3	84%	74%	FSA Math Grade 3	87%	79%
FSA ELA Grade 4	76%	74%	FSA Math Grade 4	76%	78%
FSA ELA Grade 5	81%	76%	FSA Math Grade 5	76%	81%
NGSSS Sci 5 EOC	80%	79%			

KNOWLEDGE OF COLLECTION

Collection Analysis

A thorough analysis of the current media center collection at Killearn Lakes indicates that the average age of the collection is 2004 and the number of books per student is 22. 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, [School Name] [does or 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.

							
17, 824 Items in the Collection	22 Items per Student	71% Fiction Titles in the Collection	29% 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.							
	2004 Average Age of the Collection	58% Aged Titles	9% 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.					
							
32% Representative Titles in Collection	2003 Representative Titles Average Age	37% SEL Titles in Collection	2006 SEL Titles Average Age				
Library media resources are distributed across the Lexile reading level ranges noted below.							
	166	552	1919	4725	3469	1332	14
	BR-199 Lexile Items	200-349 Lexile Items	350-499 Lexile Items	500-674 Lexile Items	675-909 Lexile Items	910-1299 Lexile 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	96	2009
Philosophy & Psychology	36	2005
Religion	73	1987
Social Sciences	732	1995
Language	40	2001
Science	1,387	2003
Technology	419	2004
Arts & Recreation	584	2008
Literature	383	1993
History & Geography	774	2007
Biography	1,070	2006
Easy	5,673	2001
General Fiction	10,572	2004
Graphic Novels	522	2018

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

- Strengths: Killlearn Lakes has 22 books per student in the collection, which is above the recommended standard.
- Concerns: Killlearn Lakes has some older materials in the collection that need to be considered for weeding.

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 Killearn Lakes 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	2006	683	3.8%	9.5%
Asian American	2010	94	6.2%	5.8%
Latinx/Hispanic American	2013	94	0.85%	10.2%

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 the last week of August, and the surveys expressed a need for updated non-fiction titles (including subscriptions to kid-friendly magazines), more sets of books for younger readers (Kindergarten and First Grade), and updated resources in the teacher / volunteer workroom. These developed into the goals: 1. Weed and update non-fiction collection, 2. Subscribe to 2-3 kid-friendly magazines, 3. Update the resources available in the teacher / volunteer workroom.

Materials Selection

Killearn Lakes 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

• 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. <u>847.012</u>.	• 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 Killearn Lakes 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: Increase the average age of the Religion and Literature sections. The average age of books is 1990.

Area 2: Increase books in Non-Fiction overall. The current non-fiction collection needs books that are up-to-date with current information and topics.

Area 3: Increase the Novel Kits section of the library. While there are many upper-level books sets, there is a need for more lower-level book choices for Kindergarten and First Grade students. Novel Kits are sets of the same book that classroom teachers may check-out for whole-group and/or small-group.

Area 4: The resources available in the teacher workroom are in need of repair or replacing. This includes the large paper cutters and die cut materials.

Acquisition, Processing, and Maintenance

Acquisitions Procedures in School Libraries

Because our school library media centers have only one school library media specialist, Mrs. Stemle 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 Killearn Lakes:

- Students are able to access the library from 8:00am – 12pm and 1:50pm – 2:40pm to return books, check-out books, and collect Brag Tags.
- For the 1st and 3rd nine weeks, 3rd – 5th grade students will come to Media for Special Area every 6 days to check-out books. For the 2nd and 4th nine weeks, K – 2nd grade students will come the Media for Special Area every 6 days to check-out books.
- K-1st grade students may check-out 2 books for a 2-week period and 2nd – 5th grade students may check-out 3 books for a 2-week period. Students may renew any books that they are not finished reading after the two-week loan period.
- Books that are overdue will result in a notice sent to the student. Late notices are sent out once at the end of each 9 weeks. The student's parents will be contacted and asked to pay for any materials that are lost or ruined.
- When students return books to the library there is a computer for students to self-check-in. Students put their checked-in books on a library cart labeled either "Everybody," "Nonfiction," or "Fiction."
- Library staff reshelve books daily.
- Students use a computer for a self-check-out station (monitored by library staff), where students are trained to scan their library card, scan their books, and then scan a "goodbye card" to reset Destiny for the next patron.

Circulation statistics for Killearn Lakes library media center area as follows:

School Year	Circulation Statistics Categories					
	Fiction		Nonfiction		Other	
2024-2025	9,838		7,292		671	
Number of Books Per Grade Level						
	Kindergarten	First	Second	Third	Fourth	Fifth
2024-2025	182	2,898	4,192	6,564	4,728	7,205

Collection Evaluation and Inventory

Weeding, also known as Deselection, is a valuable professional practice for the Killearn Lakes 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 - Non-Fiction (Religion and Literature) - Novel Kits (lower-level increase) - Special Collections: SSYRA 3-5, SSYRA Junior, B.E.S.T.
	Weeding Priorities - Remove titles that are damaged or moldy - Non-Fiction Religion and Literature - Everybody Non-Fiction collection
2026-27	Selection Priorities - Non-Fiction (Science and Sports) - Continue to find high-interest General Fiction titles - Special Collections: SSYRA 3-5, SSYRA Junior, B.E.S.T.
	Weeding Priorities - Non-Fiction Science and Biography - General Fiction - Everybody Fiction

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	\$3,954.78
Internal Accounts	
Source	Amount
Book Fair Account	\$8,176.00
Lost Book Account	\$309.27
TOTAL	\$12,440.05

Purchasing Plan 2025-2026

Approximate Purchasing Plan	
Purpose	Amount
SSYRA Programs / B.E.S.T. Collections	\$2,500
Updated Fiction Titles	\$2,000
Updated Non-Fiction Titles	\$2,000
Library Maintenance / Updates / Décor	\$1,000
Novel Sets Completions	\$1,000
TOTAL	\$8,500