



Osceola County School for the Arts

School Library Collection Development Plan

2019-2020

Written by Tania Galiñanes

O.C.S.A.'s Mission Statement: It is our Mission to provide a community that nourishes and nurtures the personal integrity and creative expression of our students in their pursuit of artistic and academic excellence.

O.C.S.A.'s Vision: The Osceola County School for the Arts will grow to become an artistic showcase where the community gathers to appreciate the artistic talents and academic achievements of its students.

Purpose Statement: The purpose of this plan is to serve as a guideline for selecting materials that will serve the needs of both students and classroom while supporting curriculum and igniting a love of reading.

Responsibility for Collection/Development: The Osceola County School Board holds the final say in library material acquisition. The certified School Media Specialist/ Librarian will work collaboratively with academic coaches, teachers, and students to identify needs and develop the collection with approval from administration.

Mission, goals, and objectives:

"The Osceola County School Librarians' Association supports literacy and curriculum through school media programs by promoting collaboration, emphasizing information literacy, technology skills cultivating the love of reading with students, colleagues and our community."

In order to engage their interest and to provide a spur to critical thinking, some book selections include those that involve sensitive issues. The content of some of the titles may be more mature than younger students may have previously encountered. *All reading choices are voluntary and not every book selected will suit every student.* In a democratic society, a variety of ideas must find voice. As readers, teens have the choice to read the more mature titles or to close the book.

-Evaluate, provide, obtain, and promote information resources to meet the learning needs of all students.

-Maintain a collection that is balanced in format and content to meet the needs of all students.

-Maintain a culturally diverse collection.

-Promote literacy and a love of reading;

-Promote independent inquiry and a love of learning;

- Teach information literacy, i.e. the skills necessary to access, evaluate, and use information effectively for personal and academic purposes;
- Collaborate with teachers to meet instructional objectives;
- Provide access to and instruction in information technology;
- Help students to meet and exceed the Florida State Assessment standards;
- Prepare students for success in college and in their careers.

Target Audience: Middle School and High School teachers, students, and support staff.

Budgeting and Funding: School's in Osceola County typically receive funding from the district/state. This year half of our budget was available in July and the other half will be available in November.

The budget strip is released in November and must be approved by the district and spent COMPLETELY by the December 15th. None of this money can be used to purchase technology. It must be used for instructional materials including print books, ebooks, journals, electronic resources and databases. For any concerns or questions about a material, contact Pam Fordham at the district office. Other Library/Media Center funding is supplemented with a fundraiser. Typically that entails a for profit book fair and other fundraising opportunities as needs arise.

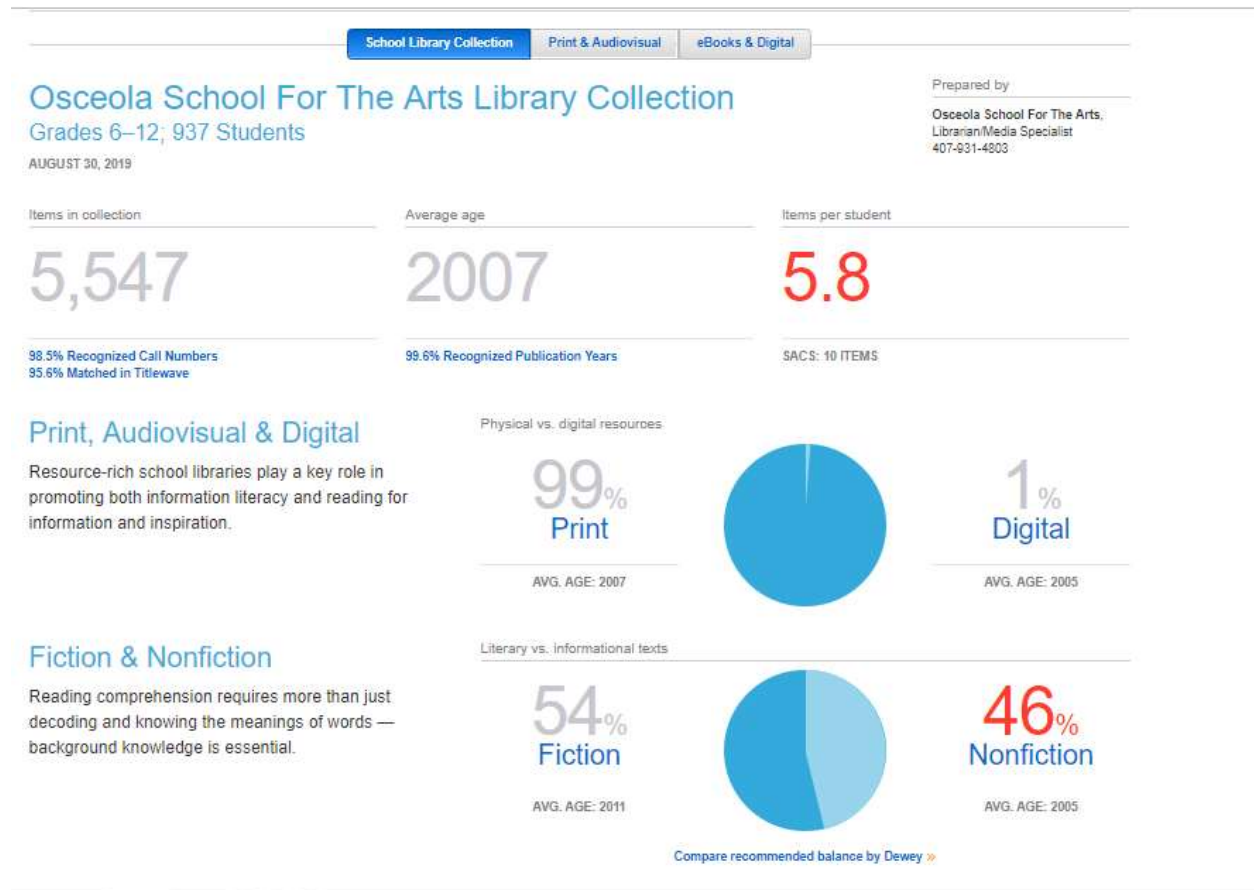
Evaluation Criteria: Students, teachers and staff may put in a request for purchase at any time of year. If approved, items will be ordered as funding is available. All requests will be considered after consulting various selection aids as well as with the following questions in mind:

1. Is the item appropriate for students in grades 6-12th?
2. Is the material/publish date relevant and/or timely?
3. Is it a reliable source?
4. Does it support our arts and academic curriculum?
5. Does the collection already heavily represent the title/subject?
6. Was it a student request?
7. Is the material readable and visually appealing?
8. Do illustrations/text features support the text?
9. How many patrons will benefit from the source?
10. If the request is for a class set: is there a multiuser ebook available?
Does the title have a heavy presence in the district? (If so, utilizing the ILL system may be more appropriate/cost efficient.)
11. Is it a popular title/author?

12. Collection should be 10 years or younger, with few exceptions reviewing on a case by case basis.

Collection Analysis: According to a TitleWave analysis done through Follett our collection looks like this as of August 2019:

Note: Fiction and most literature have been pulled from the number classification and have been identified as "General Fiction"



Osceola School For The Arts Library Collection

Grades 6–12, 937 Students

Prepared by

Osceola School For The Arts,
 Librarian/Media Specialist
 407-931-4803

AUGUST 30, 2019

Items in collection

5,481

Average age

2007

Items per student

5.8

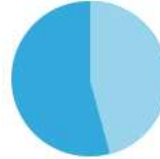
Fiction & Nonfiction

Reading comprehension requires more than just decoding and knowing the meanings of words — background knowledge is essential.

Literary vs. informational texts

54%
Fiction

AVG. AGE: 2011



46%
Nonfiction

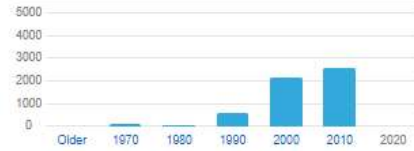
AVG. AGE: 2005

Print & audiovisual by Dewey classification

All Dewey Classes Age-Sensitive Areas

Dewey		Avg. Age	Items
000	Computer Science, Information & General Works	2012	20
100	Philosophy & Psychology	2008	107
200	Religion	2006	24
300	Social Sciences	2011	189
400	Language	2006	7
500	Science	2008	25
600	Technology	2011	91
700	Arts & Recreation	2008	833
800	Literature	1999	510

Print & audiovisual by year



Aged titles

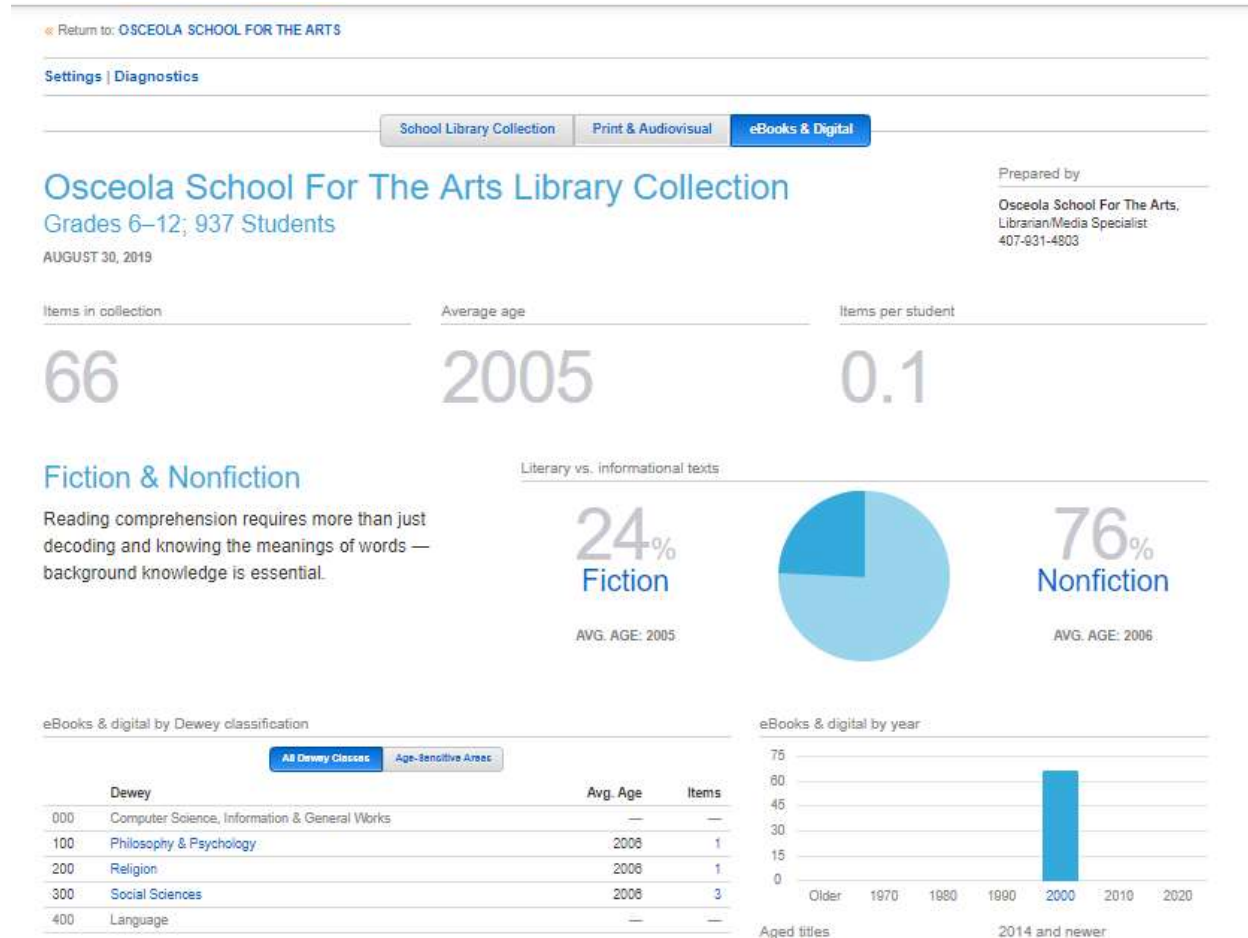
30%

2014 and newer

27%

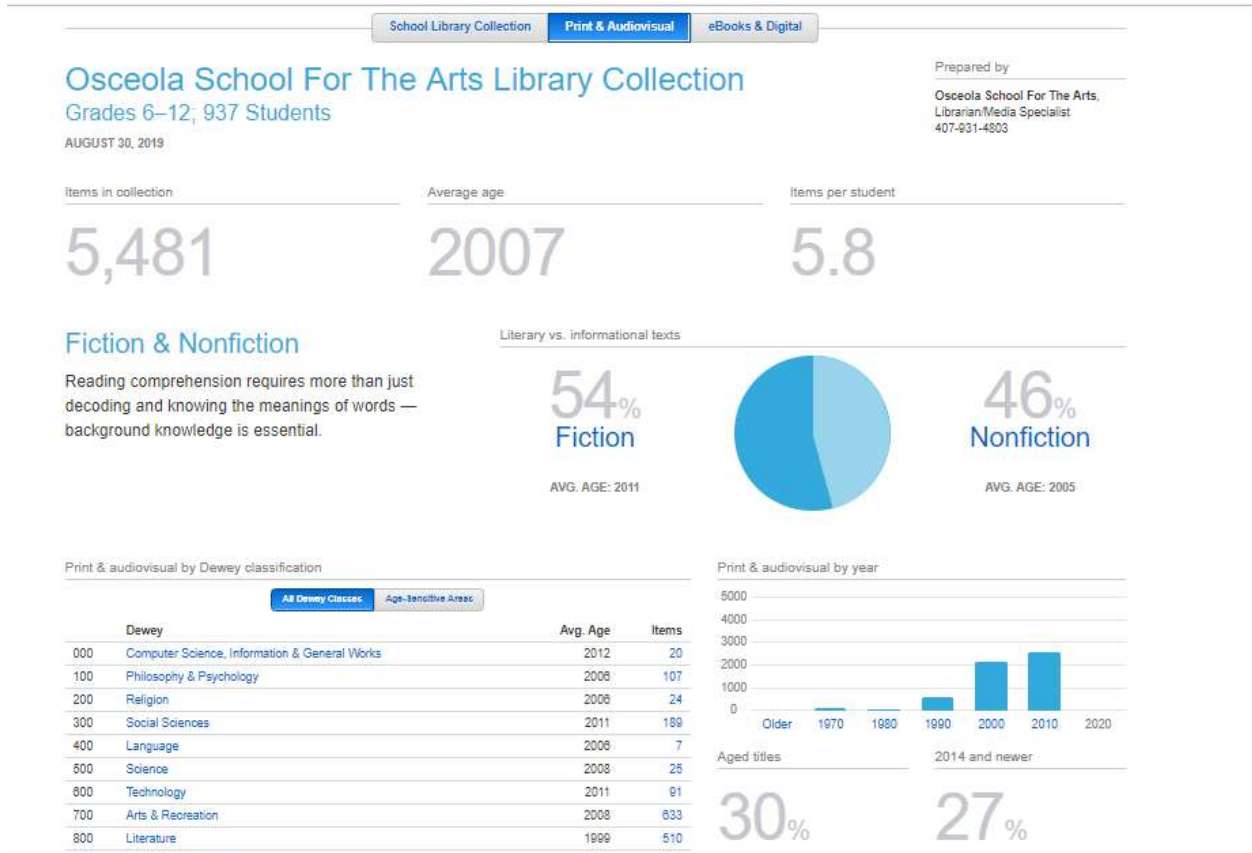
Analysis of collection by format:

EBook- We use FOLLETT shelf built in to the catalogue and MackinVIA (these are not included in collection analysis report)



Web links- Any web links on the school's website must support the mission, vision, and school wide action plan of the school. All sites must be approved through district level administration.

Print Books- Any book added to the collection should be hardcover (Kapco Covers are used if only paperbacks are available through other vendors). Paperbacks permitted for group/class sets, recorded book pairings, professional materials also permitted in paperback. Items may be ordered through any approved vendor.



Selection Aids: Selection aids include, BUT ARE NOT LIMITED TO the following resources:

- a. School Library Journal
- b. Booklists
- c. Book Links
- d. Publisher's Weekly Children's Books Reviews
- e. Horn Book
- f. ALA awards lists
- g. New York Times best sellers
- h. Trending on Amazon.com
- i. Bookstore bestsellers
- j. Students
- k. Jobbers- such as Follett reps, Rainbow Book Co., Children's Plus.
- l. Goodreads yearly list

Intellectual Freedom:

We stand with ALA on Intellectual freedom that, “**ALA actively advocates in defense of the rights of library users to read, seek information, and speak freely as guaranteed by the First Amendment. A publicly supported library provides free and equal access to information for all people of that community. We enjoy this basic right in our democratic society. It is a core value of the library profession.**”

Challenging Materials: Osceola County has a procedure as follows:

CHALLENGE TO INSTRUCTIONAL AND LIBRARY MATERIAL

The final decision for Instructional and Library Materials rests with the School Board. The following procedures will be used for challenges to Instructional Library Materials. The Superintendent has designated the Director of Media and Instructional Technology to process all paper work associated with any challenged instructional material.

- I. A parent or guardian of a child enrolled in the District (The “Petitioner”), an employee of the District, or a resident of Osceola County may object to Instructional and Library Material by filing form **FC-820-244**, Request for Reconsideration of School Library Materials (the “Petition”) with the Principal.
 - a. The Petition must be made in writing on the prescribed form, an oral complaint is not sufficient.
 - b. The Principal will forward a copy of the petition to the Director of Media and Instructional Technology Department (MITD).
 - c. The Director of MITD will notify the Superintendent of the challenge.
 - d. A Petitioner who does not complete and return the form receives no further consideration.
 - e. The challenge to any material applies only to the individual school where the challenge originated.
 - f. During the pendency of a challenge under this procedure, the Instructional and Library Material which is the subject of the Petition will not be accessible to students.
 - g. “Instructional and Library Material” as used in this document refers to books, other than textbooks adopted by the District or

the State, utilized for classroom instruction or in the school library, digital media including but not limited to videos, DVDS, records, periodical, computer software, or other electronic media.

- II. The Principal will within thirty (30) days of receiving the Petition call a special meeting of the School Library Media Center Advisory Committee to address the Petition.
 - a. The Principal or the Library Information Specialist will notify the Director of MITD on the Committee meeting.
 - b. The Committee Chair or Library Information Specialist will request additional copies of the challenged material from MITD.
 - c. Every committee member will receive a copy of the completed “Request for Reconsideration of School Library Material” and a copy of the material to be examined and read in its entirety.
 - d. If there are professional reviews of the material, copies of those will be given to each committee member.
 - e. The standards used by the Committee to determine the propriety of the Instructional and Library Material will be related to educational concerns and will include:
 - i. The age of the children who normally could be expected to have access to the Instructional and Library Material.
 - ii. The educational purpose to be served by the material.
 - iii. The degree to which the Instructional and Library Material would be supplemented and explained by mature classroom instruction as part of a normal classroom instructional program.
 - iv. The consideration of the broad, racial, ethnic, socioeconomic, and cultural diversity of the children.
 - f. The Committee will meet and give their decision to the Principal within the 30 days.
 - g. The Principal or Library Information Specialist will notify the Director of MITD of the Committee meeting date and time.
 - h. The Petitioner may be present to make a verbal and/or written statement to the Committee.
 - i. The Committee will give its recommendation to the Principal on Form **FC-820-0249**.
 - j. The Principal will notify the Petitioner of the recommendation immediately on school letterhead stationary.

- k. The Director of MITD will receive a copy of Form **FC-820-0249** and of the Petitioner notification letter. If the school committee recommends that the book be removed, it will be sent to the Director with the accompanying paperwork.
- III. The Petitioner may appeal the recommendation of the school Committee to the Director of MITD in writing with ten (10) days of receipt of the school recommendation.
- IV. The Director of MITD will organize a meeting of the District Media Review Committee (DMR) within twenty (20) days of receipt of the Petition, unless the timeline is waived by the Petitioner.
 - a. The DMR Committee will be appointed by the Superintendent and will consist of no less than two principals, three District Level Administrators, and two persons from the community who are not employed by the District.
 - b. The Petitioner will be notified of the time and place of the meeting.
 - c. The Petitioner will be allowed to make a presentation at the DMR Committee meeting.
 - d. The DMR Committee will read and examine the material in its entirety. Professional reviews and a copy of the material will be given to each committee member.
 - e. The DMR Committee meeting is a public meeting, but no student identifying information may be made public without the parent or guardian's consent.
 - f. The standards used by the school Committee will apply to the DMR Committee but, will be expanded to include the concerns or issues related to all district schools.
 - g. The DMR Committee will issue a written decision to the Director of MITD within thirty (30) days of the date of meeting.
 - h. The decision of the DMR Committee will be mailed to the Petitioner via certified mail, return receipt requested, and will be reported to the Superintendent and School Board on the next available School Board agenda.
 - i. The Petitioner may appeal the decision of the DMR Committee to the School Board by filing a written notice of appeal with the Director of MITD within ten (10) days of the date of receipt of the decision.
 - j. If appealed, the School Board will make the final determination at the next available School Board meeting. The written decision of

the School Board will be issued within thirty (30) days of the date of the School Board meeting.

- k. If the Instructional and Library Material has been challenged in accordance with this procedure and the School Board has issued a decision, the determination will be binding on all schools in the District at the same grade level as the school where the Petition originated.”(Revised 7/29/2008, Media and Instructional Technology Department)

We will also operate our library according to the ALA Library Bill of Rights as follows:

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

Adopted June 19, 1939, by the ALA Council; amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; January 23, 1980; inclusion of “age” reaffirmed January 23, 1996.”

Weeding: It is important to keep a collection fresh and relevant. Having books on the shelf that appear damaged or unsightly is not going to help with circulation. Work with staff, students, and families to understand WHY you are weeding. The collection will be evaluated regularly, ergo weeded regularly. The final decision on whether to weed an item or not will rest on the media specialist.

For when to weed each category refer to the amazingly detailed work of Pamela K. Kramer found here:

<https://www.maine.gov/msl/libs/collect/weedRubric.pdf>

Gifts: Gifts to the library are accepted and will be evaluated using the same requirements and expectations of purchased materials. Materials must be in excellent used condition. The donor agrees beforehand, that any items deemed unacceptable or unnecessary will be donated to a local charity.

Replacements: Items will be replaced as necessary. If an item is lost, or damaged beyond acceptable salvation, the patron will be responsible for the original purchase price as indicated in the system.

Special Collections: Class sets are continuously evaluated for relevancy, date of publishing and frequency of use.

Five Year Goal: Our Library will be a safe place open to all students, teachers and parents to meet, work and collaborate. We will have more seating areas, collaborative spaces and furniture conducive to this end. Fiction section will be classified by genre.

Technology will be updated as follows: more laptops and no desktops, color, black and white printer /scanner and a smartboard. We will also have a Maker Space area for students to collaborate, problem solve and create before school and during lunch.