

LIBRARY MEDIA SERVICES COLLECTION DEVELOPMENT PLAN

Section I: Overview

Collection Development is a primary task for Library Media Specialists serving in the Pattonville School District. Specific Board of Education approved policies for selection, "weeding" and gifts are available at the Pattonville Library Media Services web site: <http://library.psd3.org>

Each Library Media Specialist must add new items as well as withdraw items from the collection each year in order to maintain a library collection of high quality. The definition of a high quality collection is outlined in the *Missouri School Library Media Standards, 2005 (MSLMS)* and the *Missouri School Improvement Program Standards and Indicators, 4th cycle (MSIP)*. The collection is formally evaluated each year through the Core Data Reporting system, used by the Missouri Department of Elementary and Secondary Education, and through systematic review by each school librarian in collaboration with the building principal and district coordinator. The importance placed on collection development is reflected by the district's Comprehensive School Improvement Plan (CSIP):

Goal 1: Students demonstrate significant improvement in their understanding and application of the Show-Me Standards.

Target A: All students are proficient readers.

Strategy 7: Library resources support student inquiry and understanding of the Show-Me Standards.

In 1998, a five-year plan was initiated to modernize and "weed" all library collections in the district. The initial analysis, completed in 1998, determined that 75% of the collection should be "weeded" and new materials purchased that would meet the standards outlined in the CSIP, MSIP, and MSLMS documentation. Funding was tripled and administered through the Office of Curriculum and Instruction. Additional sources of funding include Title VI and building fund-raisers. This plan was completed in 2002.

In 2002, an even more systematic approach to building-level collection development began. Each collection category is analyzed over a five-year period. Monthly reports are provided to building Library Media Specialists for analysis of the specific "categories-of-the-month" using the next MSIP review as a baseline for age. Special attention is given to categories where cultural diversity and equity are important. The plan was revised in 2005 to meet revisions in the standards. The schedule is attached.

Based on analysis of the collection a high-level of funding will be required to maintain a modern collection at each school. Key elements, including the average price per book and a formula based on student enrollment, must be followed to ensure an equitable and adequate level of district funding.

Section II: Standards Simplified

Recognizing that some specifics are not reflected within these three simplified standards, we have found that these are easy to remember and apply on an everyday basis as we work with our collections.

70/12 Standard

This standard (*Missouri School Library Media Standards, 2005*) dictates that specific portions of our non-fiction, reference, and professional collections must have at least **70%** of the books and materials published within the last **12** years.

60/20 Standard

The remaining portions of our non-fiction, reference, and professional collections should have a majority (we use **60%**) of the books and materials published within the last **20** years (*MSIP Standards and Indicators, 4th cycle, Section 6.8*).

5% Rule of Thumb

Generally, 5% of the fiction, biography and everybody collections should be "weeded" and replaced with new books and materials each year (*MSIP Standards and Indicators, 4th cycle, Section 6.8*).

Section III: Updates

Individual building updates are attached as completed.

Adopted: January 11, 2002

Revised: October 13, 2005

Pattonville School District
Library Media Services
Elementary Schools
Recommended Schedule for Systematic Collection Development

Approved January 12, 2002; Revised September 12, 2005

	2002-03	2003-04	2004-05	2005-06	2006-07
Aug	000-003; 007-009	100-109	200-209	300-309	400-409
	004-006	600-609	700-709	800-809	900-913
	500-509	R 100-109	R 200-209	R 300-309	R 400-409
	R 000-003; 007-009	R 600-609	R 700-709	R 800-809	R 900-913
	R 004-006	E M	B A-B		
	R 500-509				
Sep	010-019	110-119	210-219	310-319	410-419
	510-519	610-622	710-719	810-819	914-919
	R 010-019	R 110-119	R 210-219	R 310-319	R 410-419
	R 510-519	R 610-622	R 710-719	R 810-819	R 914-919
	E A	E N	B C-D		
Oct	020-029	120-129	220-229	320-329	420-429
	520-529	623-629	720-729	820-829	920-929
	R 020-029	R 120-129	R 220-229	R 320-329	R 420-429
	R 520-529	R 623-629	R 720-729	R 820-829	R 920-929
	E B	E O-P	B E-F		
Nov	030-039	130-139	230-239	330-339	430-439
	530-539	630-639	730-739	830-839	930-939
	R 030-309	R 130-139	R 230-239	R 330-339	R 430-439
	R 530-539	R 630-639	R 730-739	R 830-839	R 930-939
	E C-D	E Q-R	B G-H	FIC A-B	
Dec	040-049	140-149	240-249	340-349	440-449
	540-549	640-649	740-749	840-849	940-949
	R 040-049	R 140-149	R 240-249	R 340-349	R 440-449
	R 540-549	R 640-649	R 740-749	R 840-849	R 940-949
	E E-F	E S	B I-K	FIC C-E	
Jan	050-059	150-159	250-259	350-359	450-459
	550-559	650-659	750-759	850-859	950-959
	R 050-059	R 150-159	R 250-259	R 350-359	R 450-459
	R 550-559	R 650-659	R 750-759	R 850-859	R 950-959
	E G	E T-U	B L-M	FIC F-L	
Feb	060-069	160-169	260-269	360-369	460-469
	560-569	660-669	760-769	860-869	960-969
	R 060-069	R 160-169	R 260-269	R 360-369	R 460-469
	R 560-569	R 660-669	R 760-769	R 860-869	R 960-969
	E H	E V-W	B N-P	FIC M-Q	
Mar	070-079	170-179	270-279	370-379	470-479
	570-579	670-679	770-779	870-879	970-979
	R 070-079	R 170-179	R 270-279	R 370-379	R 470-479
	R 570-579	R 670-679	R 770-779	R 870-879	R 970-979
	E I-J	E X-Y-Z	B Q-R	FIC R-S	
Apr	080-089	180-189	280-289	380-389	480-489
	580-589	680-689	780-789	880-889	980-989
	R 080-089	R 180-189	R 280-289	R 380-389	R 480-489
	R 580-589	R 680-689	R 780-789	R 880-889	R 480-489
	E K	SC	B S-T	FIC T-V	
May	090-099	190-199	290-299	390-399	490-499
	590-599	690-699	790-799	890-899	990-999
	R 090-099	R 190-199	R 290-299	R 390-399	R 490-499
	R 590-599	R 690-699	R 790-799	R 890-899	R 990-999
	E L		B U-Z	FIC W-Z	

Shaded call numbers use the 70%/12 year standard.
Other call numbers use the 60%/20 year standard.
Everybody/Fiction use the 5% annual replacement standard.

Pattonville School District
Library Media Services
Secondary Schools
Recommended Schedule for Systematic Collection Development

Approved January 12, 2002; Revised September 12, 2005

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