23-24 Collection Development Plan - Draft

1. Analyze the current collection: Conduct a thorough analysis, including the age, condition and relevance of materials. Identify gaps in the collection and areas that need improvement.

2. Determine the school's needs: Identify the students' and faculty's academic and recreational reading needs. Consider the curriculum, extracurricular activities and community interests.

3. Create a budget: Develop a budget for the acquisition of new materials. Consider the cost of books, periodicals, databases and other resources.

4. Set selection criteria: Develop selection criteria for the acquisition of new materials. Consider the relevance, accuracy, quality and diversity of the materials.

5. Determine the selection process: Determine the process for selecting new materials. Consider the involvement of faculty, students, library staff and community in the selection process.

6. Acquire new materials: Acquire new materials based on the selection criteria and budget. Consider purchasing materials in a variety of formats, including print, digital and audio.

7. Evaluate the collection: Evaluate the collection on a regular basis to ensure that it continues to meet the needs of the school. Consider the age, condition and relevance of materials, as well as the interests and needs of the students and faculty.

8. Weed the collection: Weed the collection on a regular basis to remove outdated or damaged materials. Consider the age, condition and relevance of materials as well as the interests and needs of the students and faculty.

9. Promote the collection: Promote the collection to students, faculty and the community. Consider creating displays, book talks and other promotional activities to encourage reading and use of the library.

10. Seek feedback: Seek feedback from students, faculty and the community on the collection and library services. Consider conducting surveys or focus groups to gather feedback and suggestions for improvement.