

200. COLLECTION DEVELOPMENT POLICY

The process of collection management encompasses all those activities that create and maintain a library's holdings. This Collection Development Policy defines the specific materials development activities of the Richardson Public Library.

This policy was developed by representatives of the professional staff and was reviewed by the Director of Library Services, the Assistant Director of Library Services, and the Public Services Staff.

200. A. PHILOSOPHY OF SERVICE

Richardson Public Library serves the cultural, educational, informational, and recreational needs of patrons. Patrons of every age, circumstance, color, creed, economic status, and race are served with courtesy, dignity, and respect.

200. B. MISSION STATEMENT

Richardson Public Library provides welcoming, inclusive, high-quality services and resources that serve the entire community.

200. C. COLLECTION ACCESSIBILITY STATEMENT

The accessibility policies of the Richardson Public Library are based on the following statements:

The *freedom to read*, along with the *freedom to hear and view*, is protected by the First Amendment to the Constitution. The library will uphold the American Library Association's *Library Bill of Rights [Appendix B]*, *Freedom to Read [Appendix C]*, as well as the Texas Library Association's *Intellectual Freedom Statement [Appendix D]*.

The Library and its associated authorities do not serve *in loco parentis*. Responsibility for the oversight of children's choices of resources rests solely with the child's parents and/or legal guardians. It is the parents and/or legal guardians who may restrict their children, and only their own children, from access to Library materials.

A person's right to access and to use library materials will not be denied or abridged because of their age, background, nationality, or opinions.

200. D. SELECTION STATEMENT

The responsibility for materials selection ultimately rests with the Library Director. The Director operates under the direction of the City Manager, within the framework of the policies established by the City Council with the advice of the Library Board. Responsibility for actual selection operates under the Library Director's delegated authority to appropriate professionally trained personnel who select, develop, and maintain their respective collections. Requests from the public are also considered because they reflect the wants and needs of the City of Richardson residents. Each request, however, is subject to the same criteria applied to other materials. Professional collection

development meetings are scheduled when the need arises for special items to be discussed and evaluated.

PRINCIPLES OF SELECTION

The library must follow a policy of selectivity since it cannot acquire all materials. Since the number of materials published each year is vast, it is impossible to examine each selection prior to purchase. The selection staff, therefore, relies on critical reviews in a variety of periodicals and professional journals, and various online journals.

Selection will be based on a number of criteria including the format, cost (including processing and additional equipment to use the material), importance of the subject matter to the collection, and the reputation and significance of the author or illustrator. The purpose or intent of the material, its accuracy, accessibility, and popular appeal are also taken into consideration.

The permanent or timely value of the materials, historical value, and scarcity of material on the subject, as well as the availability of material elsewhere in the community, are further selection criteria.

The library staff welcomes comments from members of the community about the collection or an individual work.

Patrons wishing to voice a complaint or to object to any item in the collection may ask the professional staff about the *Request for Reconsideration Procedure*.

200. E. GIFTS

The Richardson Public Library recognizes that gifts and endowments are an excellent means of extending the materials budget, and of developing the collection. Therefore, gifts of materials and money from individuals as well as organizations are accepted and greatly encouraged.

Gifts will be added to the collection in accordance with the selection standards that govern the addition of all materials to the library.

Donations of books by Richardson authors are added to the collection if they are compatible in genre and subject matter with the Library's collection development policy, and they must also meet acceptable editing and binding standards. Retention of those materials in the collection will depend upon usage.

200. F. WEEDING AND RETENTION

In order to maintain a collection of useful materials serving the evolving needs of library users, careful periodic weeding must occur. Systematic withdrawal of damaged, worn, or outdated materials which are no longer useful is carried out by the professional staff. Materials which have not circulated for a year or more may be weeded as a means to provide space for newer items. Materials of historic value which are out-of-print or irreplaceable may be retained.

200. G. LEVELS OF COLLECTION DEVELOPMENT

Code	Label	Definition
1	MINIMAL LEVEL	A subject area in which few selections are made beyond very basic works. A collection at this level is frequently and systematically reviewed for currency of information. Superseded editions and titles containing outdated information are withdrawn.
2	BASIC INTRODUCTION LEVEL	A selective collection of materials that serves to introduce and define a subject and to indicate the varieties of information available elsewhere. It may include dictionaries, encyclopedias, access to appropriate bibliographic databases, selected editions of important works, historical surveys, bibliographies, handbooks, and a few major periodicals. The collection is frequently and systematically reviewed for currency of information.
3	STUDY OR INSTRUCTIONAL SUPPORT LEVEL	A collection that is adequate to impart and maintain knowledge about a subject in a systematic way but at a level of less than research intensity. The collection includes a wide range of basic works in appropriate formats, a significant number of classic retrospective materials, complete collections of the work of more important writers, selections from the works of secondary writers. a selection of representative journals, access to appropriate machine-readable data files, and the reference tools and fundamental bibliographical apparatus pertaining to the subject.
4	RESEARCH LEVEL	A collection that includes the major published source materials required for dissertation and independent research, including materials containing research reporting, new findings, scientific experimental results, and other information useful to researchers. It is intended to include all important reference works and a wide selection of specialized monographs, as well as a very extensive collection of journals and major indexing and abstracting services in the field. Pertinent foreign language materials are included. Older material is usually retained for historical research and actively preserved. A collection at this level supports doctoral and other original research.
5	COMPREHENSIVE LEVEL	A collection in which a library endeavors, insofar as it is reasonably possible, to include all significant works of recorded knowledge (publications, manuscripts, other forms), in all applicable languages, for a necessarily defined and limited field. This level of collection intensity is one that maintains a "special collection"; the aim, if not the achievement, is exhaustiveness. Older material is retained for historical research with active preservation efforts.

200. H. REFERENCE COLLECTION

Reference 000-999

Level 1-2

DESCRIPTION

A selected number of materials both electronic and print, are purchased for their value as reference tools.

INFLUENCING FACTORS

The staff strives to fulfill the expectations of library users, whether the information sought is for business, educational assignments, consumer interests, investments, health, or cultural enrichment. Patron suggestions and requests are encouraged.

SELECTION TOOLS

Selection of reference materials is based on subject coverage, timeliness, proximity of other resources in the area, affordability, usefulness and format. The selectors use standard review sources and publishers' catalogs.

RETENTION AND WEEDING

The Library attempts to keep the collection current. Reference materials are evaluated on many factors including age, content, accuracy, usefulness, format and availability of replacement titles.

COLLECTION DEVELOPMENT PLAN

The collection will be developed by evaluating new titles, new editions of previously published titles, and materials released in electronic formats. The print collection will continue to decrease as more electronic titles are added. Many sources are only available in electronic format now.

200. I. LOCAL HISTORY COLLECTION

Level 4

DESCRIPTION

The local history collection is composed of materials reflecting the history of the Richardson area. Items reflecting the surrounding area will be given consideration if they enhance the collection. All items of the collection will belong to and be controlled by the Richardson Public Library.

INFLUENCING FACTORS

The collection shall include manuscripts, family histories, pamphlets, clippings, videos, slides, audiocassettes, photographs and negatives, printed matter (published and unpublished) and oral history recordings. Due to space and preservation considerations, historic items such as clothing, artifacts and other realia will be severely limited. These items are best cared for in a museum setting.

SELECTION TOOLS

The local history librarian will evaluate donated and suggested local history material and determine if it is suitable for the collection. Historic relevancy to Richardson, and space, condition and nature of the material will be considered in the evaluation process. Richardson city budgets, maps, rosters

of officials, and other Richardson documents will be archived when withdrawn from other parts of the library collection. As budget and time permit, negatives, slides and copies will be made of photographs in the file.

RETENTION AND WEEDING

Since the local history collection is archival in nature, most of the collection shall be housed in perpetuum. The local history librarian, in consultation with the Assistant Director, and/or Library Director may weed material or items deemed no longer relevant to the collection.

COLLECTION DEVELOPMENT PLAN

The collection will be developed by encouraging Richardson's local civic, business, and government organizations to donate historic material to the library. Donations of items such as photographs, family histories, and documents will also be sought from individuals in the community. The Library reserves the right to accept or reject any material. Donations with conditions attached will not be accepted. The local history librarian will archive material from the library collection significant to the history of Richardson.

200. J. ELECTRONIC RESOURCES **Level 2-3**

DESCRIPTION

Electronic resources refer to online subscriptions or products offered on the library's network or on library computer workstations. They require a computer to access. Electronic resources include periodical databases, eBooks, eAudiobooks, reference databases (directories, encyclopedias, etc.), language databases, genealogy databases, other topic-based databases, and streaming services.

INFLUENCING FACTORS

Electronic resources extend the library collection by providing timely and versatile access to information. Many of the electronic resources contain specialized information beyond the scope of the library's print collections: others have information that does not exist in print format. The Library is a paying member of the TexShare consortium through the Texas State Library and Archives Commission (TSLAC). TexShare purchases many of the electronic resources the Library has access to which greatly enhances the range of databases and other electronic sources available to the Library's patrons.

SELECTION TOOLS

Selection of electronic sources is based on cost; accuracy of content; currency and timeliness of updates; reliable access and ease of use; hardware and software requirements; licensing restrictions; and the reputation and reliability of the vendor. Selection tools include reviews in reputable library journals, product trials, and experiences of other libraries.

RETENTION AND RENEWAL

The dynamic nature of electronic resources, as well as the speed with which new technologies come in and out of vogue, requires that the library frequently review its electronic resources for relevance and cost-effectiveness. The library will study usage statistics as well as the selection criteria to determine if the use of a resource justifies its purchase.

COLLECTION DEVELOPMENT PLAN

Electronic resources are a constantly changing and evolving medium. An ongoing review of available technologies and new products must be made. This collection will continue to grow and change as more and different products are produced. Examples of collected digital materials include eBooks, eAudiobooks, streaming music and videos, and magazines.

200. K. SERIAL COLLECTION

Level 1

DESCRIPTION

The serials collection consists of some magazines, newspapers, and journals that are widely read. The Library strives to provide materials appealing to a wide range of interests and viewpoints. Patron and staff suggestions for purchases are evaluated on this objective. Online magazine indexes with full-text articles are available. The Library subscribes to a small collection of popular magazines and newspapers available online to card holders.

INFLUENCING FACTORS

The Library acquires and maintains a serials collection to serve the informational, educational, and recreational needs of our diverse community.

SELECTION TOOLS

Reviews for new titles are read on a regular basis and sample issues are evaluated. The following criteria are also used for evaluating new purchases of serials: (1) What is the cost of the publication? (2) Is the publication in high demand? (3) Does the title fill a gap in our digital collection?

RETENTION AND WEEDING

Due to space considerations, the serials collection is evaluated on a regular basis. Titles not used and those that are out of date are weeded. In keeping with the collection development plan a retention list has been developed; this list aids in space management and ensures that the most appropriate titles are kept in the collection.

200. L. ADULT NONFICTION CIRCULATING COLLECTION

Circulating 000-999; Biographies

Level 1-2

DESCRIPTION

The adult nonfiction (Dewey numbered) area includes all of the books in technology, sciences, social sciences, religion and philosophy, arts and sports, literary criticism, poetry and plays, history, travel, and biographies. World Languages (books in languages other than English) collections are also Dewey numbered and include fiction (800s).

INFLUENCING FACTORS

Emphasis is based on computers, test guides, travel guides, and medical information which are areas that currently circulate briskly, and which become quickly outdated. Very costly purchases such as textbooks in current use are generally not purchased unless they fulfill a need in the collection. Shelf space in the Library is currently at full utilization so it is imperative to weed out the least useful

collection items on a regular basis. Popularity of subjects and authors as well as scarcity of information on a subject are additional factors that drive purchasing and retention decisions.

SELECTION TOOLS

Quality items are selected based on one or more positive reviews from standard library journals or major newspapers such as The New York Times Book Review.

RETENTION AND WEEDING

Items are routinely weeded from the collection when they are no longer circulating, when their contents have become outdated, or when the physical condition of the book has deteriorated. Books that are weeded from the collection due to condition are evaluated for repurchase.

200. M. ADULT LARGE PRINT COLLECTION **Level 2**

DESCRIPTION

This collection is provided for persons who need a type size larger than standard. The collection emphasizes materials with broad general appeal, with fiction, nonfiction, and biography represented. However, the main body of the collection is popular fiction. Small collections (approximately 100 volumes in each) of large print are also rotated quarterly to nursing homes, retirement homes, assisted living homes and the Richardson Senior Center. These rotating collections are constantly updated with new titles.

INFLUENCING FACTORS

Many users of large print books are elderly, so attention is given to titles and topics that may be of special interest to this group of readers. Popular fiction, mysteries, popular biography and memoirs as well as bestselling nonfiction are of interest to this group of readers. “Cozy mysteries” and “clean reads” are genres that also currently attract a wide audience with this age group. For the rotating collections, longer books are rarely considered since the weight of them in large print presents a hardship for many of the patrons in senior living facilities. Popular titles in large print are rarely available past one or two years. Therefore, replacements are usually not possible for lost or worn-out books.

SELECTION TOOLS

The review standards that govern the general collection of fiction and nonfiction also apply to large print collections. Standard review sources as well as publishers’ catalogs for large print materials are used in the selection process.

RETENTION AND WEEDING

The criteria for weeding regular print collections (physical condition, usage, and up-to-date subject matter) apply here as well. However, popular titles go “out of print” more quickly than they do in regular print books. Therefore, some large print books may be retained that are worn but still readable. Rotating collections are constantly updated and weeded in order to provide a fresh collection by the time the collection returns to the same site.

COLLECTION DEVELOPMENT PLAN

Patron suggestions for new books are encouraged. This collection should be augmented with eBooks and eAudiobooks.

200. N. ADULT FICTION COLLECTION

DESCRIPTION

This collection targets adult recreational reading needs. A broad spectrum of material is represented.

INFLUENCING FACTORS

Special attention is given to the classics and items of particular interest to RPL patrons, (e.g., bestsellers and local authors). Suggestions from patrons are welcomed. It is not this library's intent to provide large quantities for student reading assignments.

SELECTION TOOLS

Standard review sources are used in the book selection process. Award winners and national popular book club titles are routinely acquired. Multiple copies are purchased when necessitated by demand. For popular authors, the library strives to have comprehensive collections of their works. Online and standard bibliographic tools are used to identify titles that should be in the collection. Lists of lost and damaged titles are used to aid retrospective purchasing.

RETENTION AND WEEDING

Fiction books are weeded based on physical condition and usage. However, low usage does not necessarily make a title a candidate for weeding. Weeding is an ongoing activity. The entire fiction collection is reviewed annually.

COLLECTION DEVELOPMENT PLAN

Replacement of lost or damaged materials is a priority if the item is part of a series or has enduring value.

General Fiction

Level 3

This collection includes literary classics as well as popular fiction. Represented in the collection are romance, intrigue, suspense, legal thrillers, religious fiction, historical novels, and regional fiction. The genres of mystery, horror/science fiction/fantasy, and romance paperbacks are shelved as separate collections.

The fiction collection provides recreational reading material. An extensive selection of literary classics are available. Although the emphasis is on American authors, the library does acquire titles by foreign authors, in translation, in response to the global trends of contemporary publishing and the interests of the reading public.

Mystery

Level 3

The mystery genre requires diligence in the acquisition and maintenance of the many mystery series. Retrospective buying is essential in this area.

Horror, Science Fiction, and Fantasy

Level 2

Care is taken to acquire all titles in a series if the series continues to be popular with patrons. Retrospective buying is essential to maintain the integrity of the collection.

Romance Paperbacks (mass-market)

Level 2

Due to the limited shelf life of mass-market paperbacks, every effort will be made to maintain complete popular series, but emphasis will be placed on new books and popular authors rather than series.

Adult Graphic Novels/Graphic Nonfiction

Level 2

This genre is growing in popularity and availability. Care is taken to acquire award-winners, best sellers, and all titles in a series.

200. O. ADULT MEDIA COLLECTION

DESCRIPTION

The video recording collection offers a large collection of fiction and nonfiction DVD recordings. This collection has two major divisions: Entertainment and Adult Educational.

INFLUENCING FACTORS

Patrons of many backgrounds use the video collection for recreational, educational, and cultural viewing. As more patrons move to streaming music and television, this collection is expected to grow smaller.

SELECTION TOOLS

Standard review sources, publishers' catalogs, and popular section tools are used in the selection process. A variety of online tools are also used to locate titles and collect reviews on potential selections.

RETENTION AND WEEDING

DVDs are weeded based on their condition, relevance, and usage.

COLLECTION DEVELOPMENT PLAN

The Library's DVD collection is a popular collection. The Library gives priority to educational, award winning, classic, and popular but well reviewed titles.

Entertainment DVD

Level 2

The collection consists of popular and classic films in English and other languages. Selection emphasis is placed on Oscar winners and nominees, Emmy winners and nominees, Golden Globe winners and nominees, literature-based films, and films that do not fit any of the first four categories but have received generally positive reviews from professional and public review sources. The Library carries films of all eras. Award winning episodic television shows with continuing story lines or developing characters arcs are routinely collected.

Adult Educational DVD

Level 2

Nonfiction DVDs can be documentaries or educational films. The Library carries a wide variety of subjects that supplement the print collection and meet the recreational demand for critically acclaimed popular documentary titles.

Audiobook Collection

CDs level 2; Digital level 1

DESCRIPTION

This is a popular collection of fiction and nonfiction titles, primarily unabridged. Audiobooks are primarily available in CD format, as well as downloadable through a database service.

INFLUENCING FACTORS

The Library selects primarily unabridged editions of popular and classic books as well as award winning titles, attempting to provide a broad selection of literary styles and genres. Cardholders are provided access to a database of eAudiobooks.

SELECTION TOOLS

The Library purchases audiobooks directly from distributors, publishers, and book vendors. Standard review sources and publishers' catalogs are used to locate popular titles. Multiple copies are purchased based on demand just like all other books.

RETENTION AND WEEDING

Audiobooks are weeded based on condition and relevance.

COLLECTION DEVELOPMENT PLAN

The collection should be current and well-rounded. The Library continues to purchase bestsellers and classic literature.

200. P. BOOKBABBLE TO GO BOOK CLUB KITS

Level 1

DESCRIPTION

This collection is provided for community book clubs to check out sets of paperback copies of a discussable title with a discussion leader's guide, all packaged in a canvas bag and available for a six week check out period. Adult fiction, nonfiction, and biographies are represented. Ongoing development of kits is from the books purchased for the Library's in-house book clubs.

INFLUENCING FACTORS

BOOKbabble to Go titles are chosen for their discussion value as well as their literary merit. BOOKbabble To Go book club kits will generally be weeded based on circulation.

200. Q. SPECIAL EQUIPMENT

Level 2

DESCRIPTION

As technology changes the library acquires new equipment to meet community needs and interests.

INFLUENCING FACTORS

New technology is chosen based on current and anticipated interests and needs of the community, quality, durability, cost/budget, space, and availability.

200. R. YOUTH SERVICES COLLECTION

DESCRIPTION

Youth Services selects books and materials recommended for the very youngest child (infants) through approximately 12 years of age (6th grade).

INFLUENCING FACTORS

Youth Services collections are utilized by children, parents, caregivers, library school students, teachers, and other professionals. Titles written for this age range (birth-6th grade) are chosen for inclusion based on interest level, reading level, literary quality, demand, subject area, informational value, timeliness, recreational value, or lasting appeal. Library programming is another influencing factor, as are local community trends (homeschooling and demographics, for example).

SELECTION TOOLS

Standard review sources, publishers' catalogs, and popular section tools are used in the book selection process. Other tools include state and national reading lists and award lists. Single copies are purchased of most titles selected, with the exception of books by popular authors, award winners (Newbery, Caldecott, and Bluebonnet), and books for preschoolers and beginning readers. In determining the number of copies to purchase, demand, wear and tear, availability of replacements, and cost are also considered.

RETENTION AND WEEDING

Standard weeding criteria with emphasis on circulation and condition are used, and efforts are made to maintain a "core" collection of children's classics and award winners.

COLLECTION DEVELOPMENT PLAN

Materials are selected for currency, with efforts made to include varying reading levels for fiction and nonfiction. Replacing worn and missing items with retrospective value is also a priority.

Juvenile Nonfiction

000-999; Biographies

Level 1-2

Juvenile nonfiction includes books on technology, sciences, social sciences, religion, arts, sports, history, biography, literature, poetry, and biography, as well as a collection of books in other languages for children. Emphasis is on books for recreational and educational value, as well as titles to supplement school assignments. High demand subjects, series, and award winners are collected. Efforts are made to include a variety of reading levels in each major subject area.

Juvenile Fiction (grades 3-6)

Level 2

The juvenile fiction collection includes classics of children's literature, popular best-sellers, popular series, as well as a wide variety of genre fiction including historical novels, religious fiction, mysteries, science fiction, fantasy, and short stories. Spine labels help patrons locate beginning

chapter books and series with multiple authors within the collection. The juvenile fiction collection is intended to satisfy the heavy demand for recreational reading, as well as to support the needs of the local student population for grades 3-6. The emphasis is on American authors, but popular author from other countries who have been translated into English are also purchased.. The Library will purchase multiple copies of popular novels and award-winners to satisfy demand. Maintaining the collection requires methodical retrospective buying and close attention to the completion of series. Special attention is paid to titles appearing on bibliographies. Standard bibliographies are used to assess the collection and identify gaps that need to be filled. Most new titles should have at least one--preferably more—positive professional reviews.

Juvenile Graphic Novels (grades 3-6)

Level 2

Graphic novels have been defined as "book length collections of sequential art containing a single story, or a set of interrelated stories." Graphic novels and manga are acquired in English, based on positive reviews, literary or artistic merit, and in response to demand; individual comic books are not purchased.

Juvenile Large Print

Level 1

Consists of large-print editions of popular juvenile fiction and nonfiction titles. Limited availability; purchase as availability allows, maintaining a basic collection for grades 3-6, especially of juvenile classics. This collection is used not only by the visually impaired child, but also by grandparents reading aloud to grandchildren, and by beginning readers who prefer larger print.

Parenting Collection

Level 2

The parenting collection offers a broad selection of current and classic parenting titles intended to respond to the needs of parents, grandparents, caregivers, and home-school families.

Easy Books

Level 2

The easy collection includes classics of children's literature, popular bestsellers, and a variety of titles for the interest of infants through the 3rd grade. Most titles are purchased in multiple copies due to heavy usage. The picture book series titles featuring recurring characters are housed in this collection-- this includes holiday books featuring a series character. The easy collection supports the recreational and educational reading needs of children, teachers, home school parents, and other parents and caregivers. Standard bibliographies and children's review sources, as well as publishers' catalogs, are used to assess the collection, identify gaps, and recognize series additions. Patron requests are also considered a priority and such requests are added to the collection whenever possible.

Board Books (infants - 2 years old)

Level 2

The board books collection contains books on cardboard stock and typically in a smaller format, useful as an introduction to books for very young children. Popular titles with quality illustrations are collected in English; other languages are represented, as well, although more narrowly. Particular

emphasis is given to acquiring titles exhibiting early literacy concepts--those, for example, with rhyming or repetitive text. Due to heavy usage of this collection, constant replacement is necessary.

Early Lit Kits (Ages newborn – 5 years old)

Level 2

Early Lit Kits consist of five books and one musical CD in a bag; books and music are selected with early literacy concepts in mind. Books include hardback, paperback, and board book formats. Replace when necessary; add to the collection as funds are available.

Grab ‘n’ Go Kits (Ages 2-7 years old)

Level 2

The Grab ‘n’ Go collection is a set of thematic kits comprised of easy books and children’s CDs featuring popular storytime themes, rhymes, and songs. Kits are designed to promote early literacy, language development, and reading-readiness for childcare providers, preschool teachers, and families. Selection sources, such as those utilized for selecting Easy books, are utilized; patron requests are considered, as well. Replace/refurbish kits when condition warrants and add to the collection as funds allow.

Easy Readers (grades PreK – 2nd)

Level 2

The easy reader collection is a recreational and educational collection for beginning readers. These books represent preschool through 2nd grade reading levels and are labeled with colored stickers on the spine according to increasing reading difficulty. Multiple copies of easy readers are purchased due to heavy use. Maintain popular series and classic titles, adding new titles and replacing worn copies as they become available.

Paws and Pages (grades K-4)

Level 1

Named, stuffed pets in carriers help create a nonjudgmental reading experience and encourage confidence in new readers as they read to the animals. The mix of popular breeds offered includes several identical animals with the same name to help satisfy hold requests. Replenish worn items and add to the collection as funds are available and demand requires.

Youth Media

Juvenile Entertainment DVD

Level 1-2

The juvenile entertainment DVD collection is made up of films based on children’s literature, PG and G-rated popular family films, and children’s television series. Collection is targeted for ages 0-12.

Juvenile Nonfiction DVD

Level 1-2

The juvenile nonfiction DVD collection supplements the print collection by offering subjects with both educational and entertainment value for children ages 0-12, as well as for teachers and parents.

Children's Audiobooks/Playaways and Read-along Books

Level 1-2

This collection of audiobooks consists of Newbery Award winners, Audie Award winners, ALA Notable media award winners, Grammy winners, and popular and classic children's literature made into sound recordings. Playaway audiobook products are available in a variety of listening formats, including MP-3 and Wonderbooks. Generally, for grades 3-6.

The Library's collection of read-alongs consists of children's books along with the an accompanying CD, appropriate for children at the preschool and lower elementary grade levels.

200. S. YOUNG ADULT COLLECTION (Grades 7-12)

DESCRIPTION

The young adult collection covers a reading interest range of grades 7 through 12.

INFLUENCING FACTORS

This area is used by junior high school and high school readers, as well as adults. Titles are chosen for inclusion in the young adult collection based upon the age of the main character and the subject matter. Recreational reading materials form the bulk of this collection. Patron requests are accepted.

SELECTION TOOLS

Standard review sources, publishers' catalogs, and popular section tools are used in the book selection process. Other tools include state and national reading lists and award lists. Single copies are purchased of most hardcover titles selected, with the exception of high-demand titles. Paperbacks may also be selected.

RETENTION AND WEEDING

Standard weeding criteria with emphasis on circulation and condition are used.

COLLECTION DEVELOPMENT PLAN

Retrospective development is done to include older titles by popular authors or to expand genres in high demand.

Young Adult Fiction

Level 2

The young adult fiction collection is mainly a current, popular collection, used for recreational reading, with current titles added each year. Titles are chosen based on current popular demand, patron requests, and series completion considerations. Classic titles appropriate for teens are included as well as Tayshas and Lone Star award nominees. Paperbacks as well as hardbacks are collected.

Young Adult Audio Books

Level 1

The young adult audiobook collection contains mainly young adult fiction titles—young adult nonfiction or biography may be included if a patron requests it. Titles are chosen based on current

popular demand, patron requests, and series completion considerations. Classic titles appropriate for teens as well as Tayshas and Lone Star award nominees are also included as audiobooks.

Young Adult Nonfiction and Biographies

Level 1

This collection reflects popular teen interest and assists personal growth. Included in this area is information on the preparation for college and adult life; it does not include college test preparation books, which are housed in the adult nonfiction collection. Books are added to the collection based on reviews and the subject matter.

Young Adult Graphic Novels

Level 2

Recent and relevant review sources and catalogs of graphic novel publishers are regularly consulted for series selection to maintain a current and age-appropriate selection. Attention is focused on updating graphic novel and manga series as the new editions are published and on replacement of worn copies.

