

Employment  
Series 400

Policy Title: Professional Learning and Professional Growth Plans Code No. 402

**Policy Statement**

Continuous learning is a universal expectation and integral part of work at Heartland AEA. The Agency will provide all employees ongoing learning opportunities related to the Heartland AEA core values, vision, mission, and goals.

**Scope of Policy**

All employees will participate in learning opportunities guided by annual professional growth plans and the Heartland AEA core values, vision, mission, goals, and priority service areas.

**Accountability Overview**

- All employees will develop annual individualized professional growth plans in cooperation with their supervisors.
- Supervisors will provide formative and summative feedback as part of the ongoing performance evaluation process.
- Heartland AEA will provide structures, processes, and resources to support staff learning.

Date of Adoption:

January 12, 1981

Reviewed: 1/97, 3/01, 4/04, 5/12/2020

Amended: 46/83, 4/92, 4/01, 12/13, 11/15