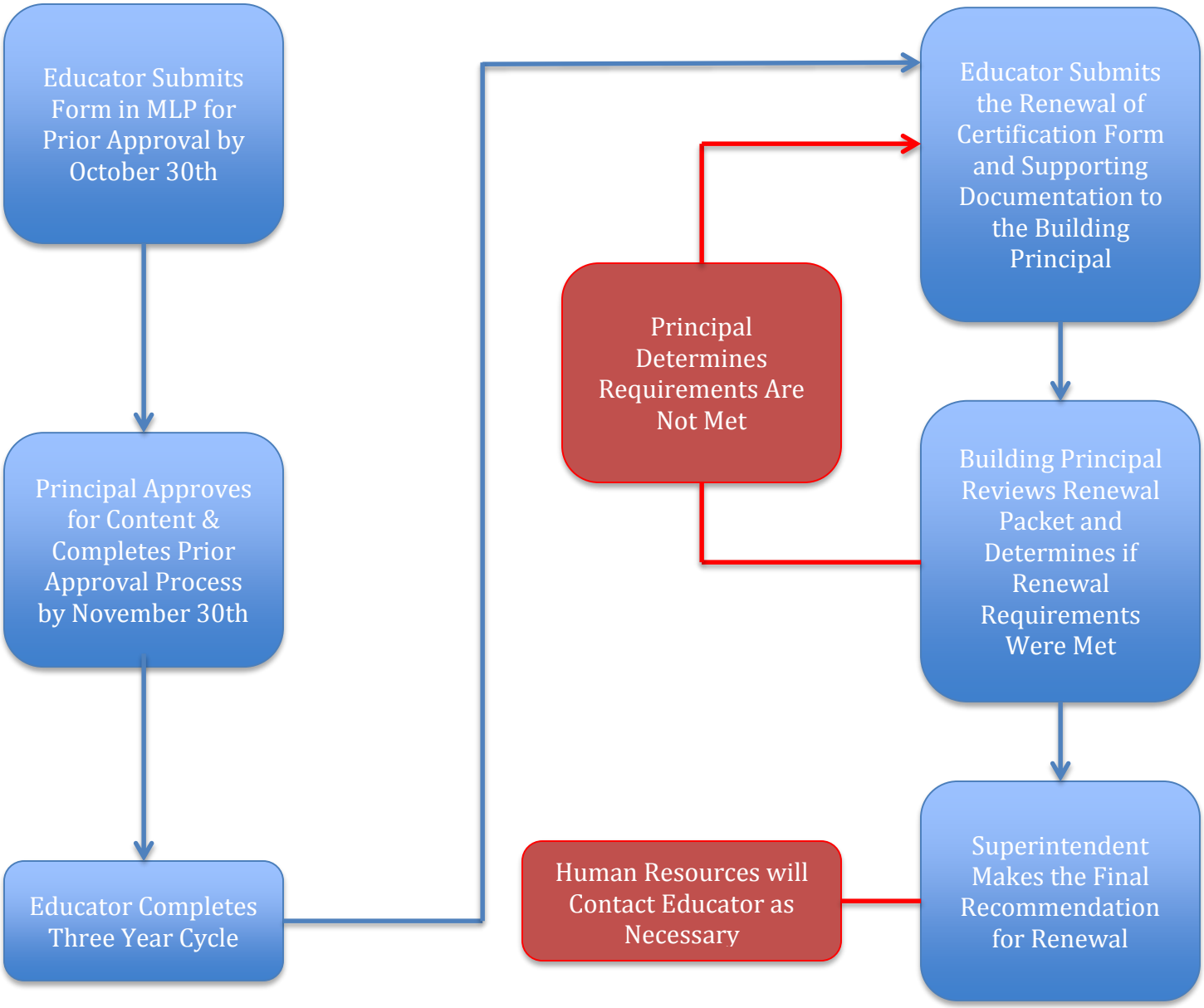Individual Professional Learning Plan Approval Process