

MEMORANDUM

TO: District Superintendents
Human Resource Directors

FROM: Frank Robinson, Ed.D
Office of Leadership Effectiveness

DATE: April 15, 2025

RE: Principal Induction Program 2025–26

The South Carolina Principal Induction Program (PIP) is now accepting enrollment of all first-time principals for the 2025–26 school year. Satisfactory completion of PIP is required for all first-time principals per S.C. Code Ann. § 59-5-60 and 59-24-80. State Board of Education Regulation 43-165.1 defines a principal as, “the chief administrative head or director of an elementary, middle, or secondary school or of a vocational, technical, special education, or alternative school.” Induction principals are those serving for the first time as building-level principals. These principals are considered probationary until they have completed the requirements of PIP and have received an overall rating of Proficient or Exemplary on the Program for Assisting, Developing, and Evaluating Principal Performance (PADEPP) evaluation instrument in the second year of employment as a principal. The successful completion of PIP is the first step for a principal to move from Tier One to Tier Two of their principal certification.

We encourage you to submit enrollment information as soon as possible before the July 23, 2025, deadline. Each cohort will be closed once the group reaches 36 participants; early enrollment helps us accommodate principal preferences and plan for additional cohorts as needed. The application link is https://scde.formstack.com/forms/pip2025_2026.

The application includes dates for a two-day, face-to-face orientation session in July. Dates for the remaining six in-person sessions are shared at orientation. We will contact registrants and districts directly if any changes in dates/format are warranted. We will attempt to give each induction principal his or her first choice of orientation dates.

Principal Induction Program sessions focus on topics aligned with State Board of Education Regulation 43-167, including instructional leadership, school culture, use of effective schools research, public relations, and planning for school improvement. Districts are reminded that State Board of Education Regulation 43-167 also requires that

district-level orientation sessions for induction principals include, “fiscal/budgetary policies and procedures, plant maintenance procedures, special education policies, student support services, outside agencies available in the district, curriculum requirements and resources, human resource policies and procedures, including [teacher evaluation], and instruction on the Principal Evaluation Program criteria and standards.”

Thank you for your continued support of the new principals and PIP. Superintendents are requested to assist participants in calendaring and attending all Principal Induction Program session dates to ensure successful program completion. Contact Frank Robinson, 803-896-0198, or frobinson@ed.sc.gov, if you have additional questions or concerns.