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Submission date: 31-Mar-2023 09:40AM (UTC+0700)
Submission ID: 2051617353
File name: 13569-35850-1-PB.pdf (213.19K)
Word count: 3186
Character count: 19278

IJEMS: Indonesian Journal of Education and Mathematical Science
2023 Vol. 4, No. 1, pp. 48-52
ISSN(e): 2715-985x
DOI: http://dx.doi.org/10.30596%2Fijems.v4i1.13596
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Article History
Received:
Revised:
Accepted:
Published:

Keywords
Teacher performance, interpersonal communication, work motivation, SITOREM analysis

ABSTRACT

To build an organization including school organizations, management is very important. Notes some schools have slumped even to the point of bankruptcy because of bad management. This study aims to describe and analyze: (1) curriculum and learning management; (2) Student management; (3) Educator and education management personnel; (4) Facilities and infrastructure management; (5) Funding Management at SMP Muhammadiyah-06 Belawan.
The research method uses a descriptive qualitative approach. Data collection techniques are carried out by interviews, documentation and observation. The results of this study are: 1. Curriculum management and learning at SMP Muhammadiyah-06 Belawan is carried out using the POAC management function. 2. Students management is going well. 3. The management of educators and educational staff has been carried out both based on management function. 4) Management of facilities and infrastructure in accordance with management standards. 5) Financing management is managed in an accountable manner

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1. INTRODUCTION

Education is a changing process man become more well , more proficient and skilled . For reach objective the role as well as teachers and principals very important . Every parent realize that child is future assets and they are later that will continue and maintain nation this , that 's it why parents will school his son for later become religious child , intelligent and skilled . This is what SMP Muhammadiyah-06 Belawan has to offer that they try For answer desire society and proven be one school choice and be the goal of the parents who want school his sons and daughters especially in the District of Medan Belawan .

One characteristic typical from school This is exists eye lesson especially on the Tahfidz taught since student was in class VII to class IX. Curriculum from eye lesson This naturally Already customized in accordance with age participant educate . This is what is one Power attract parents For school their children at school this . School This make an effort For build soul participant he taught to front For become a moral and religious person , that is with embed paradigm religious for kids .

Management always make an effort do innovation and develop new ideas Good in method learning For students and patterns proper management for teachers and staff. such thing need done remember quality something institution education No only determined by quality learning only , but also influenced How institution education the capable manage source Power the human with give motivation and potential to be able do your best For institution .

essence A education is A effort For increase quality civilization human , therefore That every educational process will try develop wide potency individual as A element important For develop and change pattern think participant educate so that later they become strong and virtuous generation . For realize objective glorious the naturally must arranged with management good management _ as well as planned . (2019:2).

Literature Review

A. Function Management

In A management there is activities particular, named as functions management , which consists from function planning , organizing , actuating / directing and supervising . (Yayat M. Herujito , Fundamentals of Management , Jakarta: PT Grasindo , 2006, pp . 84-90).

Can taken conclusion management art arrange use source Power man in something organization For get high and maximum performance _ in various type profit organization or non profit .

In management there is someone on duty For carry out management That itself , that is on duty For organize , organize , and control something organization (manager). Leadership is also said as one _ function very management _ important For reach objective from A organization or institution in a manner effective and efficient , Kristiawan , Muhammad, (2017: 114).

B. Education

According to Sujana (2019, p. 29) says "Education is effort For help soul children educate Good born nor inner , from characteristic his nature going to Toward civilization more human. Education as something method For develop skills , habits and attitudes expected to be able to make somebody become more ok .

C. Function Education Management

Shamsuddin explain that education national in fact business civilize man or humanize humans (Samsuddin , 2017). In realize something quality education naturally needed something good management . _ Management must applied in effort maintenance activity Study teach Because with apply aspect management like planning (planning), organizing (organizing), supervision (controlling), as well evaluation (evaluation). According to Mulyono in the process of implementation, management have tasks special must implemented (Mulyono, 2008). Planning in institution education is a process of rational and systematic activity in set decisions, activities or steps to be implemented later day in framework business reach objective in a manner effective and efficient . Implementation is a process of connecting and uniting task as well as function in organization or institution . Evaluation is one function trying management stage appraisal , conduct correct to all things that have done by subordinates so that can directed to the right way in accordance with purpose.

2. METHODOLOGY

Study This held at SMP Muhammadiyah-06 Belawan . School This located on Jl. Col. Yos Sudarso , Belawan Bahari , Medan Belawan City, Medan City, North Sumatra. Study This use approach qualitative design studies case . By design studies case is one method study sciences social which is suitable strategy If question something his research is how and why . Study qualitative its nature descriptive analytic on the data presented in form of the word or picture . Denzin and Lincoln inside Moleong (2013:5) states that study qualitative is research using background natural with Meaning interpret phenomena that occur and do with road involve various existing method . _

Miles and Huberman in Moleong (2013:4), stated that presence study at location in A study qualitative is something absolute , because researcher Act as instrument research and at the same time as data collector . Profits earned _ from presence researcher as instrument is subject more responsive will presence researchers , related decisions _ with study can taken with fast and purposeful , also with information can obtained through attitude and manner informant in give information .

Method qualitative develop when happening change to paradigm in looked something reality, phenomenon , and observed symptoms . Moment happening change paradigm such , reality social has seen and understood as holistic , complex , dynamic , and full _ with meaning . (2020:146)

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Deep data collection study This done with use three technique used _ in data collection , namely : interviews with informants , observations or observation and study documentation . Qualitative data analysis is efforts made _ with road Work with data, organizing data, sorting through it become manageable units , search and find pattern , find what is important and what is learned and decided what can told to others (Moleong 2013:248).

Activity presentation findings, researchers will displays in a manner detailed, systematic, and interesting in form explanations and pictures . The process of data analysis is based on the simplification and interpretation of the data carried out before , during and after the data collection process . The process of data analysis is based on the simplification and interpretation of the data carried out before , during and after the data collection process . mutual process related namely data reduction, data display, and conclusion drawing and verification (Sugiyono , 2012:335).

3. RESULT AND DISCUSSION

Management in a manner general interpreted as management, arrangement or setting. Management according to RW Griffin in Ice Zakiyudin (2016:1) is series activity including planning and manufacture source - directed decision , organizing , leading and controlling _ Power organization (energy work , financial , physical and information) for the purpose For reach target organization with effective and efficient way . Whereas management according to Terry inside Ambarita (2013:18) exists four function management namely : 1) Planning (planning), 2) Organizing (organizing), 3) Actuating (implementation), 4) Controling (Supervision). According to Burhanuddin et al (2013: 7) between substance from management education are : 1) Curriculum and learning , 2) Participants educate , 3) Educators and personnel education , 4) Facilities infrastructure , 5) Financing .

Whereas according to opinion Abidin Nata (2008:24) that management education is the whole process activity together in field education that includes planning , organizing , directing , reporting , coordinating , monitoring and evaluating with use means available infrastructure Good personnel , materials and spiritual for reach objective education in a manner effective etc efficient . kindly special in context education , Djam'an Satori in Ambarita (2013:18) provides understanding management education with use term administration meaning education as " the whole process of cooperation with utilise all source available and appropriate personnel and materials For reach objective education that has set in a manner effective and efficient .

Management in called Arabic Idrah . Idara taken originate from the word addauran . Part observer in a manner term mean it as tool For realize objective general. That idara (management) is something related activity leadership , directing , personal development , planning and supervision to related work with elements tree in something project . (2020:119)

A. Implementation Management Curriculum and Learning

Management curriculum and learning in management based on function POAC management (Planning, Organizing, Actuating, and Controlling). The curriculum used at SMP Muhammadiyah-06 Belawan is curriculum independent . Before the bell rings beeps , there is students who get timetable sweep , there students playing and chatting and others outside class . After the bell goes beeps student with fast and orderly line up front class each For do routine habituation done with accompanied by a guardian class each.

Function POAC management which includes : 1) Planning (planning) includes , designing established curriculum and curricula as well as the learning model used so that can produce good output and support education at SMP Muhammadiyah-06 Belawan . 2) Organizing (organizing) includes determination program structure and content _ whole class use curriculum independent . 3) Actuating namely is activity the preparation of the RPP is carried out after results evaluation and ahead teachings new , and 4) Supervision (controlling) the necessary supervision process implemented for members organization can cooperate with well , and the movement is the same to direction achievement goals and objectives general organization . Supervision done For measure results work, use avoid deviations, and if needed quick do decisive action _ to various deviations that occur . (2021:172) performed by the Head School to implementation planning curriculum and implementation learning that includes document device and implementation included classroom learning _ _ evaluation results learn .

B. Implementation Management Participant educate

SMP Muhammadiyah-06 Belawan carrying out the acceptance process student starting in month November before beginning teachings just started . Usually on the moon December or month January of the year Next , registration Already closed . this because quota reception student new very limited . Acceptance process students at SMP Muhammadiyah-06 Belawan is through Administration which is assisted by teachers on an ongoing basis alternating and scheduled . A number of mandatory requirements filled by candidates student new For Can registering at SMP Muhammadiyah-06 Belawan , are : filling out form registration , submission photocopy deed birth candidate students , photocopy KTP & KK of parents and submit a passport photo latest size 4x6.

At that time determined , candidate student new enter enough stages _ important , ie take a competency test . Competency test material This is reading , writing and arithmetic . Objective carrying out a competency test This is for school know ability his students . this important for development ability child after enter school can is known in a manner measurable , so evaluation can done in a manner thorough . Teacher of course just own very role _ big to success learning at school . Interests , abilities and potential possessed by participants educate No will develop optimally without _ help and motivation from the teacher. In the learning process teaching , teachers are required have broad and capable become the facilitator on

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duty give convenience in Study to whole participant educate them Can Study in pleasant atmosphere , happiness , full _ passionate and brave put forward his opinion in a manner open .

Teachers should too creative in designing material learning , resources learn and use interesting media . Implementation management participant educate started of : 1) Planning (planning), ie requirements necessary administration fulfilled candidate student new , incl condition age that has enough , 2) Organizing (organizing) namely the acceptance process student new carried out by administrative staff and assisted by teachers alternating and scheduled , 3) Actuating namely build discipline student in comply with the rules and maintain environment school , 4) Supervision (controlling), ie supervision to discipline student Good in matter level presence nor other habits that have been determined by the school .

C. Implementation Management Educators and Education Personnel

1. Qualifications of Educators Educators (teachers) are source Power very human important in A institution education . this because , they is a related front-liner direct with student so that succeed or nope student lies within a teacher in the learning process . Recruitment and coaching process to power educator is something quite vital . In matter teacher recruitment of course just No only consider side academic her , however There is other mandatory requirements fulfilled that is they must own good personality , integrity and have characteristic not quite enough answer to something he carries .
2. Attempt Enhancement Ability of Educators . Effort enhancement ability teacher at SMP Muhammadiyah-06 Belawan among other things done through training , workshops, seminars nor system another education . Good cooperation _ with between fellow teachers and with parents / guardians of students very much needed , so intertwined connection harmonious family . _

D. Implementation Management Means Infrastructure

1. Availability Facilities and Infrastructure . Facilities and infrastructure is one factor support in achievement success of the learning process teach at school . it can achieved when availability adequate facilities and infrastructure accompanied with optimal management . SMP Muhammadiyah-06 Belawan in a manner gradually try complete means infrastructure education is in good in a manner physique nor non- physical in increase the efficiency of the learning process .
2. Conformity Means Infrastructure suitability means infrastructure learning at SMP Muhammadiyah-06 Belawan Still must fixed . Obstacles faced in procurement of infrastructure suggestions that is budget from still foundation limited , so needed scale priority in complete it .

Implementation Management Financing

Governance management finance at SMP Muhammadiyah-06 Belawan done with ok . this because involve those who have skills and experience so that system accountability finance Can done with good , effective and efficient . Supervision implementation budget done Good in a manner periodic nor in a manner incidental by the foundation . Function Management start from : 1). Planning (planning), that is planning budget For necessity operational school . 2). Organizing (organizing), ie drafting budget shopping involving school Head Schools , Teacher Councils, Administration and Committees . 3). Implementation (actuating), ie form maintenance bookkeeping in a manner orderly and able be held accountable. 4). Supervision (controlling), ie report results implementation budget and create report moment closing cash book periodic

4. CONCLUSION

Based on formula problem and result study about Implementation management education can _ taken conclusion as the following, Curriculum Education and Learning Management The learning process at SMP Muhammadiyah-06 Belawan , namely : 1) Implementation process learning Already arranged in the RPP as explanation from standard content , standard competency and competency basic , yearly and semester programs. 2) Use of learning media customized with the material being taught . 3) Parties school support efforts made by the teacher to explore and innovate so that learning become more good , 4) Assessment to student done through attitude and how much Far mastery and achievement objective learning achieved by students . With thereby implementation curriculum and learning at SMP Muhammadiyah-06 Belawan Already in accordance with hope .

Management Participant educate School as institution education Already do with Good start from the registration process serving , guiding and directing participant he taught . Management participant educate hold role important To use support the educational process at school . Management Educators and Education Personnel Management educators and staff education hold role important For support the educational process at SMP Muhammadiyah-06 Belawan . Management educators and staff education load qualification educators and staff education so that own good quality and have _ duties and responsibilities answer full in educate child he taught .

Management Facilities and Infrastructure Management facilities and infrastructure hold role important support the educational process at SMP Muhammadiyah-06 Belawan . Management facilities and infrastructure held based on on suitability need and availability own budget school . Availability facilities and infrastructure learning at SMP Muhammadiyah-06 Belawan Already adequate although Still something is necessary equipped .

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Management Financing Management financing at SMP Muhammadiyah-06 Belawan held in a manner well and it worked use . Management financing This must done with Good remember limited funds and needs must school done according to scale priority in a manner erective and efficient. System good finances possible For finance program implementation efficient and most importantly is minimize happening abuse budget .

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