

Effective and Excellent School Management

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ARTICLE INFO

Article history:

Received June 13, 2023

Revised March 13, 2024

Accepted March 20, 2024

Available online March 27, 2024

Keywords:

School, School Management, Education



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ABSTRACT

The level of success of each school can be determined based on the effective school assessment model, which is one instrument Which Expected can be used by Education managers. Inside The results of this research are then used as consideration for school improvement. In an educational institution that has succeeded in achieving and realizing its predetermined goals, the school can be said to be an effective school because it has achieved its goals and has system management that is effective, transparent, accountable, has the means and adequate infrastructure, quality students, and can empower all important components in the school, both internally and externally in order to achieve the school's vision and mission effectively and efficient. An effective school is a school that has the concept of being able to optimize all inputs and processes to achieve educational output, which is the school's achievements, especially the achievements of students which can be seen from the possession of all abilities, namely 1) good principal leadership, 2) having high expectations for student achievement, 3) emphasis on basic skills, 4) controlled atmosphere and order. The principal is a figure (key person) and a school leader in realizing the vision, mission and goals of the school to become an effective and effective school.

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1. INTRODUCTION

Providing good and quality education is closely related to the success of increasing the professionalism and competence of Educators and Education Personnel (PTK) as well as the existence of other supporting factors such as facilities, infrastructure and financing. The school principal is one of the PTKs who plays a significant and strategic role in improving teacher professionalism and the quality of education in schools. A successful educational institution is determined by the leadership role of its principal. Educational institutions are led by school principals, therefore school principals must be able to make the institution achieve its goals determined previously.

School principals must be able to see changes in educational regulations. A superior nation no longer relies on natural wealth, but on superior human resources (HR), namely educators who can face existing challenges. In Indonesia, the quality of Indonesian human resources is currently still far behind countries with advanced human resources, such as Thailand and Malaysia. This has made educational experts and practitioners carry out systematic studies to improve and improve the system

National education. So that schools can adapt appropriately dynamic With the existing changes and challenges, the government provides ideas related to school-based education management which provides ample space for schools and the community to determine a program and self-development plan in accordance with their respective needs and conditions.

An effective school is a school that is able to achieve the targets and goals that have been set. An effective and superior school is a school that is able to achieve high targets. Education is investment long-term, which is the responsibility of the Government or Education Department, schools and communities who also have a big role in developing and advancing education so that it becomes an effective and superior school.

2. METHOD, DATA, ANALYSIS

The method used in this writing is the literature study method, namely a series of activities relating to methods of collecting library data, reading and taking notes, as well as process research material (Zed, 2008:3).

Literature study is a way to solve problems by exploring previously existing written sources. Literature studies are also known as library studies.

The first step in this research study and collect data from research that has been carried out previously. Then add useful data to support this research based on books, journals and the internet. After the data is collected and studied, then data processing is carried out. Then analyze the data using descriptive analysis.

This research is expected to find out how effective and superior school management is. This literature study was carried out by researchers, among others, after they determine research topics and determine the problem formulation, before they go into the field to collect the necessary data (Darmadi, 2011).

3. RESULT AND DISCUSSION

A. Concepts of Effective School Management

A school is an educational institution that has several dimensions that are interconnected and related to each other. There are teaching and learning activities to improve the quality and development potency of the students. The person with the highest position in the school is the Principal.

The principal has an important role in the school. Therefore, teachers and school principals must be able to work together to improve the quality of schools. In this way, the principal's leadership becomes a factor determinant in the educational process at school. School is an educational institution that has various dimensions, oneMin et al., 2019).

A school is one in which there are components of teachers, students, and administrative staff who have their respective tasks to be able to launch the existing program. School is one of the formal educational institutions, hence the school used to be able to produce quality graduates so that graduates can continue higher education and can work according to their existing abilities. Regarding the school's success point of view, the school is known as an effective and efficient Which can achieve the goals and objectives that have been set. (Utami, 2013).

The success of a school is a micro benchmark that is based on the goals and objectives of school-level education in line with national education goals and in a certain period which corresponds to the length of education that takes place at the school, whether it has achieved the goals set for that period. School is a place that determines the quality of students. With schools, students can learn, socialize, increase their knowledge and skills.

Effective school management and efficiency must be supported by professional human resources. The most important factor in organizing education and teaching is school management, which is measured based on the achievements obtained, so in carrying out leadership, you must have and use a system, the meaning is that in the implementation of education in schools related to components such as teachers, TU staff, parents, students, government, students and the community must be able to influence and function optimally which is influenced by the policies and performance of the leadership. In educational institutions there must be effective management so that the work process can run fluent. School management activities must utilize all components, both human and non-human components owned by the school to achieve effective and effective goals efficiently.

School management must be prepared in advance to achieve predetermined school goals. (Sulfemi Wahyu Bagja, 2012).

According to Cheng (1996), an effective school is a school that has the ability to carry out its functions optimally. Function of education is a school that is a place for the process of maturation and character formation of students.

According to Taylor (1990), effective schools are schools that utilize existing resources to ensure that all students (regardless of race, social, economic status and gender). In effective school management is the planning, implementation and supervision of schools that satisfy students and education staff at the school.

School management has a motto, namely solid planning, proper implementation, and strict supervision. There are several ways to make school management effective, namely by implementing SBM with the principles of autonomy, accountability, quality assurance, partnership, participation, efficiency, transparent, democratic, fair, able to support human rights, uphold the values of national pluralism, systematic, exemplary, student empowerment, and empowerment of all components of society. (Usman 2007).

Characteristics of Effective Schools

According to Scheerens (1992) the characteristics of an effective school are a) having goals that can obtain good results b) maximizing effective time c) good teaching and structure. It can be concluded that school effectiveness can be achieved with the commitment of all school members to success. The characteristics of an effective school are 1) there are disciplinary standards for the principal, teachers, students and employees, 2) there are regulations related to activities in class, 3) there is high school achievement, 4) participants must be able to achieving school goals, 5) producing quality graduates, 6) giving awards to students who have achievements, 7) students have the idea that hard work is very important compared to luck in achieving achievements, 8) students are expected to have a generally recognized responsibilities. A number of factor which confirm effective schools, namely:

1) The existence of a Strategic Environment

Informal groups, individual needs, and bureaucratic goals must be involved synergistically in order to be able to play an optimal role in realizing staff stability that recognizes the existence of an atmosphere of human relations.

2) Hope

High expectations of teaching effectiveness from teachers withuse good timing and development of existing Educational Institution staff must see and pay attention to the condition of existing physical facilities.

3) School Climate

An effective school climate can be seen in work orientation, work-oriented education, achieved academic results, maintained, as well as carrying out regular checks on the progress of personnel activities and student learning progress.

4) Role of Government

There is support from the central government for standardization, government support from provinces as well as districts/cities related to facilities and support from parents (Setiawan, 2016).

In addition to effective principal leadership, there is a comprehensive model of effective schools that show that effective schools have an organization within the school and good management within create conditions needed in the teaching and learning process. Inside Effective school management involves management at the school level, level and school context. Components that must be present in management; a) school level, is a component of organizational quality, time management, educational policies, opportunities to implement the curriculum, b) class level, is a component of curriculum or teaching quality, strategies/procedures learning, as well as the behavior of educational staff in the classroom, and c) the level of the school context, namely various educational policies by the government in supporting educational and learning institutions with demographic, effective learning and socio-economic characteristics, then the characteristics of the school itself, and the steering body, namely the school board as well as stakeholders (Scheerens, 1992; Creemers, 1996 in (Andriani, 2011).

B. Principals in Creating Effective Schools

Headschool is the highest leader in an educational institution who is tasked and responsible for leading the school in order to achieve the goals that have been set and is responsible for all teaching and learning processes and activities that occur at school to be able to run well and well. A quality school must be led by a quality principal.

The principal's leadership is closely related to the principal's expertise in involving all school components to work together to create an effective school.

The principal's expertise in managing educational institutions is influenced by their personal competence. Being a school principal must be able to invite and influence all existing stakeholders at school to be able to work together and make various efforts and be able to utilize instrumental input and environmental input to achieve schools that are effective in academic and non-academic achievements, produce good graduates, and can play a role in realizing good quality education.

The main factor in school success is the leadership of the principal. The key to school success is influenced by the principal's leadership in developing the school.

Leadership plays an important role in developing educational institutions so that they can increase school development and increase achievement.

The school principal must know and understand what activities need to be carried out to manage the school well with an optimal priority scale for school management to become effective and efficient. Administrative management and operative management are management activities in schools that are related to the duties of the school principal. If the principal does not know and does not understand how management is at school then it is difficult to develop the school and achieve the goals that have been set. (Messiah, 2018)

The process of utilizing all existing resources at school is carried out with systematic and rational actions, this is school management implemented by leaders in educational institutions which includes planning, organizing, implementing actions and controlling) so that it can achieve school goals effectively and efficiently.

There are some factor which encourages the success of a leader in managing an Educational Institution to become an effective and educational Institution Efficient and supported by various factor, namely his knowledge of school principal management, these factors are:

- 1) Can manage human resources well
- 2) Can manage equipment
- 3) Can manage costs
- 4) Success in managing the method. (Sulfemi Wahyu Bagja, 2012).

4. CONCLUSION

Schools are one of the educational places that are important for determining the quality of students, so schools must be managed as well as possible. Managing and developing a school effectively and superiorly is greatly influenced by the school principal. The principal is very important for advancing and developing schools. Apart from the principal, management within the school also plays an important role in advancing the school. The highest leader in an educational institution is the school principal, who is also responsible for leading and being responsible for the processes in the school and managing the human resources in the school. In achieving effective goals and efficient School management is required which is a series of activities utilizing all existing components, both human components and non-human components, that are owned by the school. In an educational institution that has succeeded in achieving and realizing its predetermined goals, the school can be said to be an effective school because it has achieved its goals and has system management that is effective, transparent, accountable, has the means and adequate infrastructure, quality students, and can be empowering all important components in the school, both internally and externally in order to achieve the school's vision and mission effectively and efficient.

5. ACKNOWLEDGE

The author would like to express his thanks to the lecturer in the Education Unit Management course, Mrs. Dr. Sulastri, S.Pd., M.Pd for giving the author as a student the opportunity to write this article and publish it in a journal.

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