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The Importance of School Administration in the Educational Progress

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ABSTRACT

A school is an educational institution that is integrated between one component with others. One of the important supporting components in educational institutions. This school is an administrative worker. The role of school administration personnel is very important in supporting the success and smooth administration of the school. Inside handling school administration requires a sufficient skill and ability administrative field. Therefore, human resources in this case administrative personnel become an important component in a school

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1. Introduction

The role of manpower in this case human resources in facilitating school administration is very important, and cannot be separated from one component to another. In addition, it requires expertise as well as skills in handling the administrative affairs of the school. Therefore, it is very necessary to have administrative personnel who are skilled, reliable, and understand the job description.

The lack and low competence of school administration personnel is a phenomenon that needs to be resolved immediately. Because the role of administrative personnel in a school is likened to a life that depends on its physical form. For this reason, the author will examine the importance of school administration and classroom administration for the advancement of education.

2. Results and discussion

Definition of Administration

To understand the full meaning of administration, the following is the opinion of experts who put forward the notion of administration. a. Sondang P. Siagian said administration is the whole process of implementation rather than decisions that have been taken and that implementation is generally carried out by two or more human beings to achieve a predetermined goal.

b. The Liang Gie says that administration is a whole series structuring activities towards the main work carried out by a group of people in working together to achieve a specific goal.

c. Soehari Trisna, in *School Administration Aspects* said administration is the entire process of organizing in an effort to cooperate with two or more people rationally to achieve predetermined goals efficiently.

d. Ministry of Education and Culture of the Republic of Indonesia, in the *Curriculum Implementation Guidelines*. It is said that administration is a joint effort to utilize all resources (personnel and materials) effectively and efficiently to support the achievement of educational goals.

From some of the understandings that have been put forward by the experts above, it can be understood that administration is all activities that are carried out jointly to realize the goals that have been set.

Definition of School Administration

The term school management is often with the term administration school. Gaffar, posits that Education Management means as a process of cooperation that systematic, systematic and comprehensive in order to realize educational goals national. Education management can also be defined as everything that pleases with the management of the educational process for achieving the goals set, both goals short, medium, and goal term long-term. The results of Balitbangdikbud's research show that school management is one of the factors that affect the quality of education. In education management, two regulatory mechanisms are known, namely the centralization and centralized systems. As explained in the explanation of the 1989 UUSPN that national education is regulated centrally (centralization), but the implementation of educational units and activities is carried out in a non-centralized (centralized) manner.

School Administration Objectives

The administration, which is characterized by school autonomy and community involvement, is the government's response to the symptoms that appear in the community, aiming to improve the efficiency, quality and equity of education, through parental participation in schools, flexibility in school and classroom management, improvement of the professionalism of teachers and principals.

School Administration Benefits

Providing flexibility in managing resources and in including the community to participate, encouraging the professionalism of the principal, in his role as a manager and school leader. The preparation of the curriculum by the school encourages teachers to innovate, by conducting experimentation experimentation in their school environment. The school administration encourages the professionalism of teachers and principals and gives the school a sense of responsiveness to local needs and ensures educational services are in accordance with the demands of students and the school community. Student achievement can be maximized through increased parental participation, for example, parents can directly supervise their children's learning process. The term school management is often juxtaposed with the term school administration. Gaffar (2009) argues that education management has the meaning of a process of cooperation that systematic, systematic, and comprehensive in order to realize the goals of national education. The results of research by Balitbangdikbud (2001) show that school management is one of the factors that affect the quality of education. The term school-based management is a translation of "school-based management". The term first appeared in the United States when people began to question the relevance of education to the demands and development of local communities. Classroom management is any effort directed at creating an effective and fun teaching and learning atmosphere and can motivate students to learn well according to their abilities.

3. Conclusion

The results of research by Balitbangdikbud (2001) show that school management is one of the factors that affect the quality of education. The term school-based management is a translation of "school-based management". The term first appeared in the United States when people began to question the relevance of education to the demands and development of local communities. Classroom management is any effort directed at creating an effective and fun teaching and learning atmosphere and can motivate students to learn well according to their abilities.

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