

# IMPORTATION OF FACILITIES AND INFRASTRUCTURE PLANNING IN SMAN 1 SERBAJADI KECAMATAN SERBAJADI SERDANG BEDAGAI DISTRICT

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## **Abstract**

Implementation of facilities and infrastructure planning in improving the quality of education in SMA Negeri 1 Serbajadi. This research uses qualitative methods. The subject in this study is the implementation of facilities and infrastructure planning in SMA Negeri 1 Serbajadi. The informants in the research are Teachers and Students. how to interview, observation, and documentation. Data validity techniques using data triangulation and source triangulation. Data analysis techniques using interactive methods, data collection, data presentation, data reduction, and conclusion drawing. The results of the study note that (1) the implementation of facilities and infrastructure management in improving the quality of education in SMA Negeri 1 Serbajadi is carried out with Planning and Infrastructure Planning (Planning, namely a coordination meeting, determining the program, and determining the need for educational facilities and infrastructure. Organizing Facilities and Infrastructure (Organizing) covers the organizational structure of facilities and infrastructure management, division of job assignments/job descriptions, setting tools and practice materials, and organizing practical activities. Implementation of Facilities and Infrastructure Management (Actuating) in the form of procurement, maintenance, and elimination of facilities and infrastructure Control and Infrastructure (Controlling (carried out with an inventory. (2) Constraints of management of facilities and infrastructure in SMA Negeri 1 Multipurpose is a storage area that requires funds for expansion or repair, lack of administrative staff, especially for the management of facilities and infrastructure, and SMA Negeri 1 Serbajadi still experience a shortage of administrative staff.

***Keywords: Planning, Infrastructure Tools, Quality of Education***

## I. INTRODUCTION

Education is a conscious and planned effort to create an atmosphere of learning and learning process so that students actively develop their potential to have spiritual strength, self-control, personality, intelligence, noble morals, and to be able to develop, that is, as a person forming characters, it requires a process learning that has synchronization with the needs of students and generally the community. Rahayu, (2015).

The national education system is an overall component of education that is interrelated in an integrated manner to achieve national education goals. Based on article 3 of the National Education Law No. 20 of 2003 concerning national education that national education functions to develop capabilities and shape the character and civilization of a nation that is dignified in the context of educating the life of the nation, aims to develop the potential of students to become human beings who believe and have faith in God Almighty, noble, healthy, capable, creative, independent, and become citizens who are democratic and responsible.

To improve the quality of national education, the government has made various efforts as also contained in Law Number 20 of 2003 concerning the National Education System which includes the basis and objectives of the implementation of education including compulsory education, quality assurance to support it first determine the standards that must be a reference for the implementation of educational activities, for that the government issued Government Regulation No. 19 of 2005 concerning national education standards. The standards that form the basis for the administration of education as stipulated in article 17 Government Regulation No. 19 of 2005 are: (1) Content Standards, (2) Process Standards, (3) Graduates Competency Standards, (4) Educators and Education Personnel Standards, (5) Facilities and Infrastructure Standards, (6) Management Standards, (7) Financing Standards, (8) Assessment Standards.

The education process will be disrupted if one of these components is not available. One of the components is facilities and infrastructure. The existence of educational facilities and infrastructure is necessary in the education process, so it is included in the components that must be met. Without educational facilities and infrastructure, the education process will experience very serious difficulties, it can even frustrate education. An event that must be avoided by all parties involved in education.

Educational facilities and infrastructure play a very important role in efforts to create a conducive atmosphere for education. The education process will not run well without the support of good facilities and infrastructure. To achieve these educational goals, it is necessary to pay attention to everything that supports the success of the educational goals. Of all the factors supporting the success of educational goals, success in the learning process is one of the dominant factors. Because it is in the learning process that the initialization of values and cultural inheritance and norms occur directly. Fadhillah, (2017) Therefore, teaching and learning activities are the spearhead for achieving the inheritance of the values above.

Thus, in meeting the needs of educational facilities and infrastructure needed planning needs to be arranged as a thought process and the determination of existing facility procurement programs so that educational objectives can be achieved. In addition to good planning, the implementation must also be managed well, starting from procurement, distribution, use, maintenance, inventory, and deletion, carried out periodic monitoring.

Good management of facilities and infrastructure is expected to create favorable conditions for both teachers and students to be in school. Also, it is hoped that the availability of learning tools or facilities that are quantitative, qualitative, and relevant to the needs and can be used optimally for the benefit of the learning process, both by the teacher as a teacher and students as students.

In the management of educational facilities and infrastructure, there are many activities in the management of school facilities, namely planning facilities and infrastructure, procurement of facilities and infrastructure, distribution of facilities and infrastructure, inventory of facilities and infrastructure, maintenance of facilities and infrastructure, storage of facilities and infrastructure and removal of facilities and infrastructure. Related to the above, management of facilities and infrastructure absolutely must be carried out in the education process. Management of educational facilities and infrastructure is tasked with regulating and maintaining educational facilities and infrastructure so that they can contribute optimally and meaningfully to the course of the learning process. So that all facilities can be used optimally in the learning process, these facilities should be managed well.

Facilities and infrastructure are one part of management in educational institutions, facilities and infrastructure have a very important role in an organization, institution, or educational institution. In an educational institution certainly has its way of managing educational facilities and infrastructure. The principal is responsible for fulfilling the facilities and curriculum readiness.

Principals in managing school facilities and infrastructure must prepare plans according to the needs of the school and according to the available budget. In this case, planning is very important. Planning in facilities and infrastructure is not only a matter of quantity and quality, but other educational factors must also be considered. Ashani, (2013).

SMA N 1 Serbajadi is the favorite state favorite school. This school has certain standards in terms of its management and is one of the schools that received the title of accreditation A. What concerns the author is how the planning process in managing schools like what supports quality improvement to be able to meet quality school facilities and infrastructure to make this madrasa much in demand by the people of Serdang Bedagai District, especially the Sub-district Office.

Based on the explanation described above and by considering various educational phenomena today, the author intends to make a thorough and in-depth observation of the management of facilities and infrastructure in SMA N 1 Serbajadi. With the research title: Facilities and Infrastructure Planning at SMA N 1 Serbajadi.

## **RESEARCH METHODS**

### **Types of research**

This research uses qualitative research with a case study approach.

### **Research subject**

This research is about the process of planning the facilities and infrastructure of schools in SMA N 1 Serbajadi, the subject of the research is the vice-principal of the facilities and infrastructure section at SMA N 1 Serbajadi.

## **DISCUSSION**

The findings of this study are the history and development of SMA N 1 Serbajadi. School Profile, Vision, Mission and School Objectives and Teacher Data, and Inventory List of Facilities and Infrastructures at SMA N 1 Serbajadi1The History and Standing of SMA N 1 Serbajadi.

SMA N 1 Serbajadi is a high school located in Jalan Desa Pulau

Tagor Kec. Multiply Kab. Serdang Bedagai Prov. North Sumatra. SMA N 1 Serbajadi is a state-based senior high school with a Natural Sciences and Social Sciences program. This school was founded in 2006, which was initially led by Drs. Muhammad Syafii from 2007-2009, after that SMA N 1 Serbajadi was led by Drs. Amri Chairil Anwar in 2009-2016. With the retirement of Mr. Amri Chairil Anwar, the leadership was replaced by Mr. Syaiful Bahri, S.Pd, M.Pd from 2016 to the present. Along with its development, SMA N 1 Serbajadi.

### **SPECIAL FINDINGS**

The Process of Planning Facilities and Infrastructure at SMA N 1 Serbajadi from the results of observations and study documents it can be seen that the facilities and infrastructure at SMA N 1 Serbajadi are complete, both from school buildings, classrooms, metabolites, practicum rooms, fields, and facilities the other. Likewise, the statement of Mr. Muhammad Kadir as Vice Principal in the Field of Facilities and Projects as follows:

Complete facilities and infrastructure at SMA N 1 Serbajadi is of course obtained from good management and management from the school. In this case, it turns out this is also caused by the school having a good planning process and careful preparation. As explained by Mr. Muhammad Kadir bike this:

"Of course, we are always here to plan infrastructure in the procurement process ..."

a. Accommodate all school equipment procurement proposals submitted by each department in SMA N 1 Serbajadi

Facilities and infrastructure planning in SMA N 1 Serbajadi begins with a planning meeting beforehand each will conduct procurement of educational facilities and infrastructure. This meeting is held to coordinate and find out what are the urgent needs to be held. The results of the meeting will be analyzed, then a data collection and priority scale to be adjusted to the budget of the school, this can be concluded from the following interview with Mr. Muhammad Kadir as follows:

1. Prepare a plan for the needs of school equipment for a certain period. Facilities and infrastructure planning meetings are held at the beginning of the fiscal year, which is attended by the principal, deputy head of school
2. and infrastructure. As told by Mr. vice-principal of the following facilities and infrastructure section:

"We carry out the planning of facilities and infrastructure at the

beginning of the fiscal year, usually it is in January ... those who take part in the planning area of course the principal, vice-principal of the facilities and infrastructure section, treasurer.

The technical aspect of planning in a meeting for the procurement of school facilities and infrastructure is to propose facilities and infrastructure needs by the teachers, after which the head of the department proposes to carry out the procurement.

Conduct analysis and determine the priority scale of needs.

1. The analysis and determination of the priority scale of needs are carried out at each planning meeting in a consensus so that the more important and urgent needs are carried out first. The school always tries to determine an action or policy together through a meeting, as evidenced by always holding a meeting in analyzing the facilities and infrastructure of school needs and determining the scale of priorities for the most important and most important needs.
2. Integrating the needs plan with available funds or school budgets Planning needs is then adjusted to the needs of the school for the next year which will later be formulated in the School Income and Expenditure Budget Plan (RAPBS). The sources of funds obtained and their allocations are detailed in this process which is summarized in a plan. Facilities and infrastructure planning in SMA N 1 Serbajadi also involves school committees, usually there will be a meeting with the school committee to discuss the need for facilities needed by students.

## **DISCUSSION**

Facilities and infrastructure at SMA N 1 Serbajadi are complete, both from school buildings, classrooms, laboratories, laboratory rooms, fields, and other facilities. Complete facilities and infrastructure at SMA N 1 Serbajadi are of course obtained from good management and management from the school. In this case, it turns out this is also caused by the school having a good planning process and careful preparation. The following are the stages in planning in SMA N 1 Serbajadi:

- a. Accommodating all proposals for the procurement of school supplies submitted by each department in SMA N 1 Serbajadi Facilities and infrastructure planning at SMA N 1 Serbajadi begins with a planning meeting before each will procure educational facilities and infrastructure. This meeting is held.

- b. Prepare a plan for the needs of school equipment for a certain period. This facility and infrastructure planning meeting is carried out at the beginning of the fiscal year, which is attended by the school principal, deputy head of the facilities and infrastructure section, treasurer, technicians from planning in the school facilities, and infrastructure procurement meeting. and infrastructure by the teachers to the head of the department, after that the head of the department proposes it in a meeting. In the meeting, data/inventory will be held later. The data collection that has been carried out will produce a list of facilities and infrastructure that will be procured.
- c. Conduct an analysis and determine the priority scale of needs the analysis and determination of the priority scale of needs are carried out at each planning meeting in a consensus so that the more important and urgent needs are carried out first. The school always tries to determine an action or policy together through a meeting, as evidenced by always holding a meeting in analyzing the facilities and infrastructure of school needs and determining the priority scale of the needs that are very important and most preferred at that time through various considerations.
- d. Integrating the needs plan with available funds or school budgets Planning needs is then adjusted to the needs of the school for the next year which will later be formulated in the School Revenue and Expenditure Plan (RAPBS). The sources of funds obtained and their allocations are detailed in this process which is summarized in a plan. Facilities and infrastructure planning in SMA N 1 Serbajadi also involve school committees, usually, a meeting will be held with the school committee to discuss the need for facilities needed by students. There are times when the school committee also participates in the procurement of facilities and infrastructure at SMA N 1 Serbajadi.

## CONCLUSION

Facilities and infrastructure planning in SMA N 1 Serbajadi is the initial stage in the management of facilities and infrastructure at the school, inside

The planning is a thorough process of estimating the design of facilities needed by students, teachers, and all staff in SMA N 1 Serbajadi including the design of purchasing, rehabilitation, distribution, and procurement of school supplies. Planning of educational facilities and infrastructure in SMA N 1 Serbajadi is carried out through the following stages:

1. Accommodate all proposals for the procurement of school supplies submitted by each department in SMA N 1 Serbajadi.
2. Prepare a plan for the needs of school supplies for a certain period.
3. Perform analysis and determination of priority scale needs
4. Integrating the needs plan with available funds or school budgets.
5. Determination of plans for the procurement of facilities and infrastructure.

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