

# Education Management at Ma'had Daarut Tahfizh Al-Ikhlas

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**Abstract.** Education management is an activity or the series of activities in the form of a management process of cooperation with a group of people who join in an educational organization to achieve the educational goals that have been set beforehand to be efficient and effective. The purpose of this study is to describe the management of educational institutions in terms of personnel management, curriculum, students, facilities and infrastructure, and financing. This study used the descriptive method with a qualitative approach. Data collection was done by reducing data, presenting data, and drawing conclusions. The research subjects were the chairman of the foundation, the head of the dayah (mudir), the head of the madrasah, the deputy head of the curriculum and student affairs, the general treasurer, the boarding caretaker, and the teachers at Ma'had Daarut Tahfizh Al-Ikhlas. The results showed: 1) Personnel management was formed by the Daarut Tahfizh Al-Ikhlas Foundation to carry out learning activities. The Foundation formed a board of ma'had, then the board of directors appointed madrasa administrators. 2) Management of madrasah curriculum (MIT, MTsT, and MAT) under Ma'had Daarut Tahfizh Al-Ikhlas has implemented the 2013 curriculum which has been combined with the ma'had curriculum. Ma'had Daarut Tahfizh Al-Ikhlas has developed the curriculum by combining the ma'had curriculum with the national curriculum. 3) Management of students at Ma'had Daarut Tahfizh Al-Ikhlas begins with recruitment through new student admissions (PPDB). Students take the selection held by the pesantren. Placement of new students will be grouped into learning classes according to gender, level, and direction. 4) Management of facilities and infrastructure follows the standard of educational facilities and infrastructure. Ma'had Daarut Tahfizh Al-Ikhlas facilities are generally divided into two types, namely dormitory facilities, and madrasa facilities. 5) The source of funding for Ma'had Daarut Tahfizh Al-Ikhlas comes from SPP, BOS, donations, and waqaf (endowment). Financing management is managed by the foundation and management of the ma'had or madrasa. The management of the foundation does not have a RAPBS but the use of the budget is used according to the needs that have been set by the foundation.

**Keywords:** *Education Management, Personnel, Curriculum, Students, Facilities and Infrastructure, Financing.*

## **1 Introduction**

Modern Islamic Boarding Schools (pesantren) have education programs that are self-organized (independent) where the program contains formal, non-formal and informal education processes that take place throughout the day in one dormitory. So, it can be understood that Islamic boarding schools are institutionally or institutionally developed to make their impact effective, not only as a boarding school as a place of learning but as a life process itself, character formation and resource development. Broadly speaking, the hallmark of modern pesantren is to prioritize education in the formal school system and the emphasis of modern Arabic and English [1].

The management of education applied in the pesantren is the result of a combination of general education management with Islamic education as developed around the community. As it has been explained that the new trend of Islamic boarding schools in the framework of renovating this new system can be seen in the education system of Islamic boarding schools which are becoming familiar with the scientific method so that they are more open to developments outside themselves, diversification of programs and activities and can function as community development centers.

From some of the above discourses related to the efforts of pesantren in integrating the pesantren curriculum with formal education, the Islamic boarding schools which are an integral part of Islamic education institutions must immediately pay attention to the officers who have involved in carrying it out, as well as their commitment and sincerity in creating changes and developments in the management of an institution.

Ma'had Daarut Tahfizh Al-Ikhlas is one of the modern Islamic boarding schools in the province of Aceh. The pesantren was established in the aftermath of the 2004 Aceh earthquake and tsunami. At that time, Ma'had Daarut Tahfizh Al-Ikhlas only received tsunami victims, who lost a parent or family during a disaster. Education taught in Ma'had Daarut Tahfizh Al-Ikhlas focuses on mastering the knowledge of the Qur'an.

It was in 2011 that Ma'had Daarut Tahfizh Al-Ikhlas began to establish its own school, considering a large number of children who wanted to study the institution. Seeing graduates and alumni from this pesantren, the community was enthusiastic to deliver their children to study at Ma'had Daarut Tahfizh Al-Ikhlas in the hope of mastering religious science, especially the science of the Qur'an.

In a relatively short period of time precisely in 2015, Ma'had Daarut Tahfizh Al-Ikhlas already had 3 formal institutions starting from the basic level, namely the Integrated Ibtidaiyyah Madrasah (MIT), the intermediate level Integrated Islamic Madrasah (MTsT) and the upper-level Integrated Islamic Madrasah (MAT). This is a brilliant achievement that was successfully obtained by this pesantren. Now Ma'had Daarut Tahfizh Al-Ikhlas already has students from all regions/districts and there are even foreign students from Malaysia.

Based on the analysis and study above, the author wants to conduct a more in-depth study of the pesantren through research entitled "Management of Education in Ma'had Daarut Tahfizh Al-Ikhlas.

## **2 Method**

The research approach uses a qualitative approach with descriptive methods. Collecting qualitative research data can be done in a variety of settings, various sources, and various ways. The stages of the implementation of qualitative research are (1) stages of orientation, (2) exploration activities, and (3) stages of member check [2].

This research was conducted in Ma'had Daarut Tahfizh Al-Ikhlas Aceh Besar, starting from 1 February 2018 to 22 May 2018. The subjects of this research were the chairman of the foundation, mudir ma'had, head of the school, deputy headmaster in the curriculum, treasurer, and boarder. This research was carried out with the technique of direct observation (observation), dialogue (interview), documentation study.

Analysis of the data used refers to the Miles and Huberman method cited by data analysis in qualitative research, carried out at the time of data collection, and after completion of data collection in a certain period. Miles and Huberman stated that activities in data analysis, namely data reduction, data display, and conclusion data drawing/verification [2].

### **3 Result and Discussion**

#### **a. Personnel Management Ma'had Daarut Tahfizh Al-Ikhlas**

Personnel management is a series of collaborative processes ranging from planning, organizing, mobilizing and supervising in the personnel field by utilizing existing resources effectively and efficiently. Planning activities are the initial stages compiled by the foundation.

This institution is managed by the Daarut Tahfizh Al-Ikhlas Foundation. The foundation formed the ma'had management first, then the ma'had committee appointed madrasa administrators. The management of Ma'had Daarut Tahfizh Al-Ikhlas consisted of mudir, vice mudir, secretary ma'had, treasurer public, parts, and caregivers. Madrasa administrators, namely the head of the madrasa, are appointed by the mudir as the person in charge of learning activities at the madrasa.

Personnel Ma'had Daarut Tahfizh Al-Ikhlas is distinguished by education and non-education personnel a) educational staff consisting of educators, managers of education and supervisory units, b) educators consisting of mentors, instructors, and trainers; and c) managers of education units consist of principals, directors, chairmen, chancellors, and leaders of non-school education units [3]. Determination of education and non-education personnel is based on school management standards.

#### **b. Curriculum Management Ma'had Daarut Tahfizh Al-Ikhlas**

The curriculum at Ma'had Daarut Tahfizh Al-Ikhlas follows a modified national curriculum based on the vision and mission of the institution. The curriculum applied is the curriculum of Ma'had and the national curriculum (curriculum of KTSP and Curriculum 2013). The main program is Tahfizul Qur'an and Tadrīs Lughatul Arabiah or English Conversation. This program is included in the curriculum structure starting from the MIT, MTsT and MAT levels to integrate the two curricula.

Ma'had Daarut Tahfizh Al-Ikhlas belongs to the category of D-type Islamic boarding schools, namely Islamic boarding schools that run Islamic boarding schools and at the same time school and madrasah systems. This typology refers to 1979 Minister of Religion issued Regulation No. 3 of 1979 which revealed the form of Islamic boarding schools [4].

#### **c. Management of Students Ma'had Daarut Tahfizh Al-Ikhlas**

Need analysis is the determination of students who will be accepted by educational institutions (pesantren). The activities carried out in this step are: Planning the number of students who will be accepted and compile the student activity program. Ma'had Daarut Tahfizh Al-Ikhlas determined the number of students based on available facilities.

The student recruitment schedule is once a year before the new school year. The recruitment is through new student admissions (PPDB). Students who have registered will be selected. The test aims to see the ability of students. Prospective students who get the best results are declared to have graduated at Ma'had Daarut Tahfizh Al-Ikhlās.

New learners will participate in the orientation for the first 3 days at the madrasah so that students can get to know more about the learning environment. New students will be grouped into learning classes according to gender, level, and majors (MAT). During Ma'had students will get facilities that can support the learning process.

#### **d. Facilities and Infrastructure Management of Ma'had Daarut Tahfizh Al-Ikhlās**

Educational facilities are all facilities at Ma'had Daarut Tahfizh Al-Ikhlās including equipment, complementary materials, and furniture that are directly used in the teaching and learning process. Ma'had Daarut Tahfizh Al-Ikhlās provides buildings, classrooms, chair tables, as well as teaching media tools, libraries, school offices, UKS, parking lots, and computer laboratories. Infrastructure facilities at Ma'had Daarut Tahfizh Al-Ikhlās are almost completely available, only a few facilities have not been built such as the OSIS office and the science laboratory.

The educational infrastructure is a facility that indirectly supports the course of the education or teaching process, such as pages, school parks, roads, school rules, and so on [5]. Overall these facilities have been provided by Ma'had Daarut Tahfizh Al-Ikhlās.

Procurement of facilities and infrastructure is carried out in stages based on priorities. Facilities and infrastructures that are prioritized for learning, dormitory, office, and facilities will be built one by one depending on budget availability.

#### **e. Financing Management Ma'had Daarut Tahfizh Al-Ikhlās**

Educational funding is basically a process of allocating resources to activities or programs for the implementation of educational operations or in the teaching and learning process in the classroom. The source of the budget for Ma'had Daarut Tahfizh Al-Ikhlās comes from SPP, BOS, donations, and waqaf. SPP is the cost quoted from students used for learning needs.

Matters relating to financing management include: planning education budget, education financing, implementation of the education budget, and education financial accountability, as well as inspection and supervision of the education budget [6]. Budget Ma'had Daarut Tahfizh Al-Ikhlās is deposited in general Treasurer. The general treasurer distributes the budget to each institution as needed. The use of SPP budget will be reported only to the foundation. Specifically for the use of BOS funds, the reporting mechanism by submitting accountability reports to the Ministry of Religion and the board of directors.

Procurement of facilities and infrastructure is carried out in stages, sourced from development funds, donations, and waqaf. SPP is only used for daily learning operational needs. Development funds are charged to new students when receiving new student registration (PPDB).

## **4 Conclusion**

1. Personnel management was formed by the Daarut Tahfizh Al-Ikhlās Foundation to carry out learning activities. The Foundation formed a board of ma'had, then the board of directors appointed madrasa administrators. The board of ma'had consists of mudir, vice

mudir, secretary ma'had, general treasurer, parts and caregivers. Madrasa administrators such as the head of the madrasa, the deputy head of the madrasah, the head of the administration and the treasurer are responsible in the madrasah.

2. The curriculum management at Ma'had Daarut Tahfizh Al-Ikhlas follows a modified national curriculum based on the vision and mission of the institution. The curriculum applied is Curriculum ma'had and national curriculum (KTSP curriculum and Curriculum 2013).
3. Management of students at Ma'had Daarut Tahfizh Al-Ikhlas begins with recruitment through new student admissions (PPDB). Students take the selection held by the pesantren. The highest grades of students will be accepted according to the available quota.
4. Management of facilities and infrastructure follows the standards of educational facilities and infrastructure. Facilities Ma'had Daarut Tahfizh Al-Ikhlas is generally divided into two types, namely dormitory facilities, and madrasa facilities. Dormitory facilities include the bedroom, bathroom, dining room and kitchen. Facilities needed by madrasahs include teacher facilities and student facilities.
5. The financing management of Ma'had Daarut Tahfizh Al-Ikhlas comes from SPP, BOS, donations, and waqaf. The budget is managed by the foundation and management of the ma'had or madrasa. The use of the budget does not have a RAPBS but is used according to the needs set by the foundation.

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