

**THE MANAGEMENT OF SCHOOL OPERATIONAL ASSISTANCE**  
**(A Site Study at Public Elementary School of Kramat 4 Magelang)**

**THESIS**

Addressed to:

That is One of Prerequisite for Successful on Educational Management,  
Graduate School, Muhammadiyah University of Surakarta



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**EDUCATIONAL MANAGEMENT MASTER PROGRAM**  
**GRADUATE SCHOOL**  
**MUHAMMADIYAH UNIVERSITY OF SURAKARTA**  
**2011**

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The statement maker,

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## **MOTTO AND DEDICATION**

### **MOTTO**

1. If you do good things for others, so you have done the best for yourself  
*(Benyamin Franklin)*
2. The flower that will not wither through the ages is a virtue *(William Cowper)*

### **DEDICATION**

This thesis I dedicate to:

1. Academic that gives new discourse in my life.
2. My wife that always give support to me
3. My children that always inspires me
4. My family that always be to me.

## **PREFACE**

Praise is always for Allah SWT, with His Grace and Guidance so this thesis can be finished. This thesis is made as one of academic responsibilities in order to finish Educational Management Master Program in Graduate School, Muhammadiyah University of Surakarta. The process of writing this thesis would not be finished without any help and support from some parties. Therefore, in this occasion, the writer would like to thank to some persons who have helped, both in moriil or materiil, to the finishing of this thesis.

1. Prof. Dr. Bambang Setiadji, the Rector of UMS who has given a variety of facilities in completing studies at UMS.
2. Prof. Dr. Khudzaifah Dimiyati, M. Hum., The Director of Graduate School at Muhammadiyah University of Surakarta who has given opportunity to the writer to continue the study.
3. Prof. Dr. Harsono, MS, the Head of Educational Management Program, Graduate School, Muhammadiyah University of Surakarta.
4. Prof. Dr. Sutama, M. Pd., as the advisor that has given guidance, support, and suggestions to the writer in process of finishing this thesis.
5. The Principal, teachers, the school committee, and students at Public Elementary School of Kramat 4 Magelang that have helped in this research

With finishing this thesis, I know that there are many things that need to be completed. The writer expects the constructive criticism and suggestions from the reader to the completeness of this thesis.

Surakarta, March 2011

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## ABSTRACT

Sulasno. Q.100.090.166. The Management of School Operational Assistance (A Site Study at Public Elementary School of Kramat 4 Magelang). Thesis. Graduate School. Muhammadiyah University of Surakarta. 2011.

The objectives of this research are to describe (1) the planning of using School Operational Assistance at Public Elementary School of Kramat 4, Magelang. (2) The Budget of School Operational Assistance at Public Elementary School of Kramat 4, Magelang. (3) The reporting of School Operational Assistance at Public Elementary School of Kramat 4, Magelang. (4) The evaluation of School Operational Assistance at Public Elementary School of Kramat 4, Magelang.

This research is a quantitative research and using ethnography design. This research is conducted at Public Elementary School of Kramat 4, Magelang. The main subject of the research is the principal, and BOS manager. The method of data collection use interview, observation, and documentation. Data analysis started from (1) data collection, (2) data reduction, (3) data display, and (4) conclusion. Data validity test uses credibility, transferability, confirmability, and dependability.

The results of this research are (1) the planning of using of School Operational Assistance at public Elementary School of Kramat 4, Magelang is made by a special team formed by the principal with the school committee. The special team makes a priority of need that can be financed by the school operational assistance fund includes textbooks, improvement of teachers' quality, school exams, consumables, service, teachers' salary, students activity, and grants for poor students. (2) the budget of school operational assistance at Public Elementary School of Kramat 4 Magelang adapts to the received fund and school program need. The received fund is not budgeted all, so the school is still have fund to the next need. (3) Reporting of school operational assistance at Public Elementary School of Kramat 4 Magelang prepared every month the latest on 15<sup>th</sup>. The report contains all needs that financed with the School Operational Assistance fund. (4) Evaluation of school operational assistance at Public Elementary School of Kramat 4 Magelang conducted through monitoring and accepting suggestion and criticism about School Operational Assistance activities. The monitoring conducted routine that is once a month and every three month by the principal, the head of Official Technical Implementation Unit that has been done every month, quarter Regional Officer Agency inspectorate, and also school committee and community. The evaluated aspects of School Operational Assistance include statistic of the recipient, distribution, absorption, and utilizing of the School Operational Assistance fund.

Keywords: *school operational assistance, planning, budget, reporting, evaluation*

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