
RELEVANCE OF PRINCIPALS WITH BK MANAGEMENT IN SCHOOLS

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Abstract

Management of counseling guidance is one of the most important things in guidance and counseling services that are systematic, clear, organized and rational. Management aspects include planning, organizing, implementing and evaluating. Planning aspects are related to school conditions and situations, namely face-to-face policies for BK activities, and facilities and budgets. The organizing aspect is related to the socialization of how BK works, then to the implementation aspect related to supporting services and activities. Furthermore, the evaluation aspect is related to recording activities, setting performance standards, and the realization of improvements by BK officers. The relevance of the principal affects the implementation, effectiveness, and efficiency of BK management in schools.

Keywords – Principal; BK Management; School

1. Introduction

Guidance and counseling is a process of providing professional assistance given to students optimally having a role in the needs and problems of students at school. Guidance and counseling in schools is an integral part of education (Prayitno & Amti, 2015). Permendikbud (2014), that guidance and counseling are prepared to assist students or counselees in order to achieve maturity and independence in their lives and carry out their developmental tasks which include personal, social, learning, career aspects as a whole and optimally. Counseling is professional assistance to an individual or group of individuals in the development of effective daily life and effective handling of disturbed daily life with an independent personal focus that is able to control themselves through various types of services and support activities carried out in the educational process (Prayitno, 2021).

Management is one aspect of the competence of guidance and counseling teachers, including data processing as a basis for developing Guidance and Counseling programs (Angelina et al., 2020; Rahmadani et al., 2021). BK management is a process of planning, organizing, mobilizing and supervising which plays an important role in the success of BK activities as a whole and in a professional manner. Guidance and counseling management can be explained as a step to organize the overall counseling and guidance activities as an effort to achieve the goals of counseling and guidance, namely to help develop and overcome student problems to achieve their development tasks (Mufidah & Atikah, 2020). The quality of professional counselor services will support the achievement of the goals and functions of BK in schools so that students have mental health, independence, and the achievement of optimal student self-development (Amalianita et al., 2021; Mudjijanti, 2022). Realizing optimal and quality services, the quality of the implementation of counseling services in schools must be accompanied by the management of professional counseling services (Ardimen, 2018; Awalya et al., 2022). One of the school organizations that can improve BK management is the school principal (Fauzi, 2019).

2. Method

This literature study was obtained from research articles related to title sobtained from Google Scholar. The authorof this article is devoted to knowing how the relationship between counselors and counselors helps. The selection of articles is carried out through a process of identification, screening andeligibility. Of the many articles found through a search on Google Scholar, selected several articles that are relevant to the objectives and issuesraised by the author.

3. Result and Discussion

The implementation of guidance and counseling in schools must be managed professionally and programmed. Guidance and Counseling Management in Permendikbud Number 111 of 2014 in article 1 explains that counseling guidance services in educational units are carried out by professional educators, namely counselors or Counseling Guidance Teachers. Counselors are professional educators who have minimum academic qualifications of Bachelor's Degree (S-1) in the field of counseling guidance and have competence in the field of Counseling Guidance, Bachelor's Degree (S-1) in the field of Counseling guidance produced from the Educational Personnel Education Institute (LPTK) and can be assigned as a BK teacher to provide counseling services to educational units in schools (Permendikbud, 2014). The management of the guidance and counseling program at the school that is the object of research has not run optimally, what is clear is that there are managerial lines that are cut off and not implemented so that the guidance and counseling program is not intact. A complete managerial flow consists of planning, designing, implementing, evaluating, and enhancing (Gysbers & Henderson, 2012).

The success of the guidance and counseling service program in schools is not determined by the expertise and skills of the guidance and counseling teachers, but is also largely determined by the commitment and skills of all school staff, especially from the Principal as administrator and supervisor. As an administrator,

the principal is responsible for the implementation of all school programs, especially guidance and counseling services at the school he leads. As a supervisor, the principal is responsible for carrying out an assessment program, improvement or improvement of guidance and counseling services. Principals help develop policies and procedures for implementing guidance and counseling programs in schools.

His role is very complex, so the principal must really monitor and evaluate the vision, mission and programs implemented. So that they are able to formulate and analyze for further programs so that they are maximized. On the other hand, the Principal as the highest leader always evaluates the performances of teachers, staff, and the school environment in order to attract the attention of the community (Ulya, 2019).

The Principal according to his role helps the implementation of Guidance and Counseling services properly by providing facilities that make it easier for Guidance and Counseling Teachers in the form of finance or media and students are facilitated by providing internet quotas so that they can get Guidance and Counseling services properly. Online learning can be used with consideration of the conditions of students and teachers, so that they will get used to adapting to the online system, learning can be carried out well (Hidayah et al., 2020).

The principal must have a leadership spirit and be able to think creatively and innovatively for the realization of an institution he leads to be of high quality. The role and responsibility of the Principal as a leader of an institution and is responsible for the mandate he gives, namely by assisting in the implementation of guidance and counseling program services, providing adequate facilities and infrastructure and providing sufficient budget for the course of the guidance and counseling program services (Yekti Endah Pambudi & Siti Nur Khofifah Amini, 2020).

The implementation of BK management that is carried out effectively are:

- a. Planning, Preparation of the planned counseling service program has been formulated and structured clearly as a guideline for the

implementation of counseling guidance services. Counseling service programs are arranged starting from annual, semi-annual, monthly, and daily programs, RPP/RPL, ITP all programs have been written clearly and in detail, system support/network development such as consultation with teachers; cooperation programs with parents and teachers; participate in planning school activities; conduct research on issues related to BK; collaborating and collaborating with other experts related to BK services BK teachers who work closely with subject teachers and homeroom teachers try to implement the program through the BK schedule (Sultani, 2017; Ratnawulan, S., 2016).

- b. Organizing activities went quite well. All parties, homeroom teachers, field of study teachers, student associations, principals, students also work together and play an active role for the implementation of counseling guidance services. The organizing process includes the preparation of tasks, formation, and determination of the implementation of counseling guidance activities determined by the counseling guidance teacher and coordinator as the main implementer in the counseling process of implementing needs covering personal, social, learning, career aspects of students (Hidayat et al., 2020).
- c. The implementation of counseling guidance program services has a basis in carrying out work programs that have been prepared at the beginning of the year and have been mutually agreed upon. So that counseling guidance can run carefully and can be carried out properly and can be beneficial for the self-development of students. The provision of counseling guidance services tailored to the needs of students is solely held to assist students in developing their personality and solving problems as well as developing their talents and interests (Arnisyah, 2021).
- d. Supervision carried out is supervising every service program that has been implemented, supervision is carried out every day or periodically.

Monitoring and evaluation of BK teachers is carried out by the BK coordinator and the school principal to find out whether all four service plans have been implemented or not. Basic services, responsive services, individual planning and system support, the timing is appropriate or not, the supervising teacher as the executor carries out according to plan. How many students have been served, it can be seen in the evaluation of the process, program and results every month or every semester (Sultani, 2017;

4. Conclusion

Principals play an important role in advancing and improving the quality of an educational institution. So they must have a leadership spirit and be able to think creatively and innovatively for the realization of an institution that they lead can be of high quality. The roles and responsibilities of the Principal as a leader of an institution and are responsible for the mandate he gives, namely by assisting in the implementation of guidance and counseling program services, providing adequate facilities and infrastructure and providing sufficient budget for the course of the guidance and counseling program services so that teachers BK can carry out the planned BK management.

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