Student management at Airmadidi Christian High School

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Abstract
This research aims to determine the planning, implementation and evaluation of student management at Airmadidi Christian High School. The approach used in this study is a qualitative approach. This research was located in Airmadidi Bawah Subdistrict, focusing on Airmadidi Christian High School. The research implementation process starts from June to August 2023. The results of the research show that student management at Airmadidi Christian High School has not been implemented well to date and efforts have been made by the school and the foundation to continue to develop. However, there are several programs that cannot be implemented optimally.

Keywords: management, students, high school

Introduction

A school is an institute or educational institution which is a place to carry out the educational process. School is also a forum for creating quality and educated human figures. In a school, management is needed to manage the school in order to achieve the goals that have been set. Management in the sense of planning, implementing and monitoring resources to achieve goals effectively and efficiently [1]. To achieve success in the educational process there is a need for management, because management has a very important meaning, to achieve educational goals a good educational management system is needed [2]. Educational management is the art and science of managing educational resources to realize students' learning processes and outcomes in an active, creative, innovative and enjoyable way in developing their potential [3].

Educational management is everything related to managing the educational process to achieve predetermined goals, both short, medium and long term goals [4]. Management is an integral component that cannot be separated from the overall educational component. The reason is that without education management in schools it will not be achieved effectively and efficiently. Educational management is basically the application of management principles, namely effective and efficient so as to develop the personality and ability to actualize students' potential [5]. Students are people who are developing and have certain potential. With the help of educators, they develop this potential optimally. According to Law no. 20 of 2003 concerning the National Education System, students are members of society who seek to develop their potential through the learning process available in certain pathways, levels and types of education.

Students show an immature person who will be guided by their teacher towards maturity. Students need to be prepared to be able to carry out their duties in the world of work and be able to adapt to society. Community life begins in the family environment and continues within the school community. In this context, students interact with their peers, teachers and the community related to the school [6]. It is in this situation that the best social values can be instilled gradually through a learning process and direct experience. Student management is a sub-part of educational management that needs to be developed to achieve educational goals. Schools are required to be able to develop student management so that they are successful, because students are both subjects and objects in the process of transforming knowledge and the skills needed [7].

Student management occupies a strategic position because the center of educational services both outside and within the institutional setting is focused on students [8]. Student management is a service that focuses on the regulation, supervision and services of students in class and outside the classroom, such as: introduction, registration, individual services such as developing all abilities, interests, needs until students come to school [9]. Student management is not only within the scope of student recording, but includes broader aspects that can operationally help smooth the growth and development of students through the education process at school [10]. In the scope of student management, which includes student admission, it needs to be managed well and correctly so that quality input is obtained. It is important that student management is managed well because the center of educational services in schools is the students. All matters relating to learning management, teaching and education staff, finance, school and community relations as well as special education services are all directed at students so that they receive reliable and quality services [11]. In order for student management to be successful, the school principal must arrange a series of activities related to student management. So that students can

develop their potential as much as possible with the best possible student development [12].

Based on initial observations carried out in January 2023, at Airmadidi Christian High School, which was carried out by the author recently, the phenomenon of strengths and weaknesses at Airmadidi Christian High School in managing students was obtained. These excellence phenomena include, among others, the acceptance of new students which is facilitated by means of collective registration, the involvement of school principals, administrative staff, educators and the OSIS (Intra-school Organization in the implementation of new student admissions, the existence of rewards given by the school to educators if they bring prospective students, The division of study groups can be seen from the Certificate of National Examination Results and student report cards, the cost of education is relatively cheap, financial administration activities (SPP payments) are collected for one year, the payment system can be made in installments according to the student's economic capabilities, and there are assistance funds for high achieving and low achieving students. capable. At the level of managing the development of students' potential, the school provides facilities to support the smooth running of these activities, such as the provision of sewing equipment, musical instruments, computers, development of hand skills and participation in various extracurricular activities held outside the school. This is done so that students can develop their potential.

In the implementation of student management, there are still shortcomings, such as: lack of selectivity in accepting students, indicated by the absence of criteria that are used as specific references for student acceptance, lack of progress in guidance and counseling activities, resulting in less than optimal handling of student cases. students, as well as the lack of optimal service to students, as well as the lack of students at Airmadidi Christian High School. As explained above, student management is not just recording student data, but includes broader aspects. Looking at the phenomena that occur in the field, it has an impact on the development of students in the education process at school, such as poor morals, less effective learning processes and less than optimal student development. However, not everything has a negative impact, there are several things that students excel at, such as in the extracurricular activities of the Flag Raising Troop. However, it is very unfortunate that in the competitive sector we have not achieved achievements like 5 in extracurricular activities, possibly due to several influencing factors such as school conditions, school facilities and infrastructure which are still inadequate, but the most important thing is the lack of maximum management of students in competitive development.

The current implementation of education must strive to provide special and good services to students, due to the different potentialities of students. Good service helps students in the process of developing their potential. Students are essentially human beings who are developing various essential characteristics or human nature. Descriptions of humans as students must place humans as complete individuals or individuals. According to Webster's individual means:

indivisible, inseparable; its existence as a separate, single and distinctive creature. A person is different from other people because of their special characteristics.

Student management is visible in the low number of students at Airmadidi Christian High School. There are several private high schools that lack students from the quota provided, one of which is Airmadidi Christian High School. Airmadidi Christian High School is in an urban area but the number of students per class does not exceed 10 students so it is very far from the quota provided, namely around 40 students per class. From 2020 to 2022, the number of applicants at Airmadidi Christian High School never met the quota provided. From 2020 to 2022, the number of registrants tends to be small compared to the previous year. Student quotas are often not met, so student admissions are carried out until the number of students meets the quota provided. Airmadidi Christian High School also has no registration deadline for new students. Not all of the initial number of new student registrants at Airmadidi Christian High School remained at Christian High School until class XII (grade 12) for several reasons. Students at Airmadidi Christian High School tend to have low motivation to learn and are less able to follow lessons well. Apart from that, the results of tests are often unsatisfactory so many students take part in remedial activities. Based on this phenomenon, it is very interesting if examined more deeply through research. Thus, this research aims to analyze and describe the planning, coaching and evaluation of students at Airmadidi Christian High School.

Method
The type of research carried out was descriptive research with a qualitative approach. The data collection techniques used in this research were observation, interviews and documentation. In analyzing data, researchers must determine which analysis pattern will be used, whether statistical or non-statistical patterns [13]. In this research, researchers used non-statistical patterns because they are suitable for descriptive data that is not expressed in numerical form [14, 15]. In this research, researchers went directly into the field and experienced the situation that occurred at Airmadidi Christian High School. In addition, data collection was also carried out several times, where all data obtained from the field was read, understood and then summarized. After the data is collected, the data is then analyzed further intensively. The stages of data analysis are data reduction, data presentation, and conclusion drawing.

Results and discussion
A. Data exposure
1. Student planning at Airmadidi Christian High School
The planning of students at Airmadidi Christian High School is most important in information about the goals of improving an institution which contains a vision and mission to achieve goals in growing or forming a religious culture. One of them is setting targets, looking at developments over time, the most important goal of which is to improve student development. Student management is the most important role in school education. Where there is student planning which is the

beginning of an activity. This is an initial or preliminary activity before other student activities are carried out, because planning to do something is very important for implementing activities in accordance with what is desired or planned. In the realization of calendarization or scheduling actions with the aim of clarifying implementation, monitoring and scheduling the monthly agenda so that it runs until the end of the program, making the achievement of goals/targets more effective, and as a form of accelerating evaluation and problems.

In this School Activity Plan book there are various school development plan programs for the next one to five years. That in the process of planning student activities at school it is adjusted to the School Activity Plan. Student planning must be done because with planning, everything can be thought through carefully so that you can estimate the things that will be faced, and if problems occur they can be resolved as soon as possible. The result of the planning process is a plan (written), namely an activity that will be carried out. In student planning there is also a school census which is generally useful for knowing how many students will be accommodated, family conditions, and provides data that is useful for planning school programs. In student planning there are also several other things besides those mentioned above, namely school size and class size. The interview results are supported by documentation obtained from the archives in the form of the distribution of duties for all subject teachers as well as all subject schedules for 2023/2024 obtained from Mrs. Ratih as deputy principal.

From the documents obtained regarding the work program and division of tasks at Airmadidi Christian High School, it can be seen that the student activity program planning is well structured and scheduled. According to observations, it can be seen that the process of preparing student program planning at Airmadidi Christian High School is structured starting from planning for school development programs, student programs starting from student recruitment, or curriculum development programs. Student planning must be carried out because this makes students do well academically and where all planning must be thought through carefully, so that they can estimate the things they will face.

2. Implementation of students at Airmadidi Christian High School

After knowing the planning of student activities carried out at Airmadidi Christian High School, observations and interviews were then carried out regarding the implementation of student management activities in increasing students' learning motivation at Airmadidi Christian High School. In planning activities, it is necessary to carry out the planned activities. As with student management planning activities, there is also a need for implementation of a program that has been planned to realize the achievement of school goals.

That the implementation of student activities at Airmadidi Christian High School refers to the School Activity Plan which has been prepared by the school development team. After the activity process for preparing the School Activity Plan is carried out, it is then carried out in accordance with the

previously planned program. Student activities at Airmadidi Christian High School begin with activities to channel students' talents and interests which are carried out from the student orientation period or from the first time the students are enrolled.

a) Acceptance of students
Student management in educational institutions has several very important activities, one of which is the admission of new students. New student admission activities are very important. It is said that, because if no new students are accepted into the school, it means that nothing is being handled or regulated. The policy and system for new student admissions regarding the technicalities and timing of new student admissions are based on instructions from the Ministry of Religion of North Minahasa district. These instructions include the implementation of selection based on the entrance selection test.

The results of observations are that Airmadidi Christian High School carries out selection of prospective students who will enter. So, the students who have been selected include students who fall within the criteria determined by the same school to receive educational services, but still have to fulfill existing requirements. Even though many institutions are registering, we will consistently accept students according to the number that has been determined, because we prioritize quality over quantity. This statement is also strengthened by the results of the researcher's observations which are true that Airmadidi Christian High School carries out selection of prospective students who will enter. So, the students who have been selected include students who fit the criteria determined by the school.

The observation results show that it is true that Airmadidi Christian High School has quite a large capacity. Criteria for accepting new students at Airmadidi Christian High School are based on the school's capacity. In this case, the number of classes increases and to accept these students for selection using the regular route. Admission of new students is an important activity in student management. Because the process or activity of accepting new students determines the quality of input recruited by the madarasah. The results of the interview showed that the PPDB committee had been formed by the school principal together with other leadership elements. The PPDB committee consists of teachers and education staff.

b) Carrying out MPLS activities
The period of introduction to the school environment is a period of introduction to school for new students who have been accepted. This activity is carried out based on regulations set by the government.

c) Discipline
- Minimize oversleep
- Minimize absenteeism
- Establish uniformity in neatness of clothing, hair and so on.

d) Academic achievement

- Achieve the best/excellent performance in every subject Olympiad held by the education office.
- Obtain a champion in every quiz event held by the university, or other competitions related to the subject.
- Increase students' knowledge/insight outside the classroom as a development of lesson theory in class.

e) Religious

- Forming a religious atmosphere in the school environment in the form of mutual respect between students and teachers.
- Establish a calm atmosphere/climate in daily school activities.

f) Student administration

To support the smooth running of student activities, it is necessary to complete the following student administration: recapitulation of student absences, list of transfer students, list of students moving out, list of extracurricular achievements, list of student rankings, list of student conditions/exit and entry of students, student work program, student counseling book. There are many things related to student affairs and they vary from student problems to improving the quality of self-development. This of course requires creative thinking and ideas as well as seriousness that is based on a mature program or plan. Hopefully the program that has been prepared will become a reference point in handling various things by improving the quality of students.

3. Evaluation of students at Airmadidi Christian High School

In carrying out an activity, it is necessary to carry out an evaluation because evaluation is the process of determining the value of a thing or object based on certain references in determining the expected goals. After implementing the student activity program, it is necessary to conduct an evaluation to measure the level of effectiveness and efficiency of each student program. The results of the evaluation can be used as a basis for considering the birth of policies regarding program follow-up. From the results of observations made by researchers at Airmadidi Christian High School, at the end of every semester at this school, an evaluation of student learning outcomes is always held. In evaluating student learning outcomes at Airmadidi Christian High School by making a report on student learning outcomes for one semester. Then a meeting between the class teacher and the student's parents was held to discuss the student's learning achievements during the semester.

So, you need to know that at Airmadidi Christian High School, when evaluating the results of student activities, it can be assessed by how much the students are able to achieve. For example, participating in various kinds of student activities through various competitions by finding solutions and finding common ground for any difficulties experienced by students by coordinating with supervising teachers and with parties involved in student activities.

Evaluation is part of management, namely planning, organization, implementation and supervision. Without evaluation, it will not be known what the condition of the program is in planning, implementation and results. That how far the process of determining the group has achieved the goals that have been previously set. Evaluation is a systematic and continuous process of collecting, describing, interpreting and presenting information to be used as a basis for making judgments. In essence, it is in this context that evaluation can make a very meaningful contribution to describing program needs, formulating objectives, specification of abilities, formulating learning experiences, analyzing program material, determining learning strategies.

Evaluation is the process of assessing or measuring programs or activities that have been previously designed by collecting, analyzing and presenting information which is then used to make decisions and subsequent programs. The success of the program can be seen from the impact or results achieved whether effectiveness and efficiency have been achieved. Evaluation can be carried out by choosing an approach that is appropriate to the information and objectives needed, considering the strengths and weaknesses. The responsibility of the school principal in relation to student management is to provide services to students to meet the various needs they require in accordance with the goals previously set by the school effectively and efficiently.

Assessment in the educational process is a component that cannot be separated from other components, especially learning. Assessment is the process of collecting and processing information to measure student learning outcomes. Assessment of learning outcomes by students is carried out to monitor the learning progress process, and improve student learning outcomes on an ongoing basis. Evaluation of student learning outcomes needs to be carried out and known to see how far students have developed in a certain time or from time to time. The benefit of this evaluation is that apart from the students themselves, they can find out how much cognitive, affective and psychomotor development they have developed during their education.

Learning outcomes or student abilities are not compared with those of group participants, but with previous abilities and established benchmarks. In principle, all students have the same abilities and can learn anything, only the time required to achieve certain abilities is different. Completeness criteria must be determined first. The assessment results are whether the student passed or failed. Apart from the types of assessment, it is also necessary to explain the assessment standards, namely the method used to determine the degree of success of the assessment results so that the student's position can be known, whether he has mastered the learning objectives or not. Approach is a reference or criteria given in assessing students.

B. Research Findings

1. Student planning at Airmadidi Christian High School

Based on field data, it can be found that student planning at Airmadidi Christian High School is as follows:

- Planning for student activities at Airmadidi Christian High School starts from the School Work Plan accompanied by a budget that is included in the activity program plan.
- In planning student activities by preparing work programs and distributing tasks for Airmadidi Christian High School teachers.
- Every year a workshop is held in planning preparation related to the curriculum. In the learning planning process the teacher first prepares a plan for giving structured assignments and independent assignments for each subject, either as stated in the syllabus or in the form of his own assignment plan.
- New student recruitment activities are held every year using test routes which include regular classes.
- Activities for recording students' personal data and placement of students are carried out based on the interests and talents of each student.
- Planning for student development activities is carried out through guidance, direction or control of curricular and extra-curricular activities.

2. Implementation of students at Airmadidi Christian High School

Based on field data, it can be found that the implementation of students at Airmadidi Christian High School is as follows:

- The implementation of student activities at Airmadidi Christian High School is adjusted and refers to the School Work Plan
- At the beginning of the new school year, the syllabus, learning tools, learning models are prepared and the learning implementation plan is reviewed
- In carrying out educational activities, each teacher implements a learning implementation plan prepared based on the syllabus for each subject taught using the revised K13 curriculum.
- At the beginning of each new school year, new student recruitment activities are carried out, followed by student orientation activities by providing an activity program to students which is formed in a forum for self-development and extracurricular activities.
- In implementing student activities, students always involve students so that students gain learning experience through various activity programs such as holding interpretive activities, English days, observations or scientific studies.
- Writing literacy is established so as to produce written work that can be tested in a book.

3. Evaluation of students at Airmadidi Christian High School

Based on field data, it can be found that in the planning of students at Airmadidi Christian High School, evaluation must be carried out to develop student learning outcomes as follows:

- Teachers make notes on student assessments such as assessments of students' daily test results, end-of-semester exams, assessments related to student attitudes and behavior and so on, which then makes reports on the

analysis of students' daily tests.

- Teachers provide input or comments on students' grade results, either classically or individually, after each assessment of student learning outcomes, whether in daily tests, mid-semester exams, final semester exams, or grade promotion exams. Then each homeroom teacher provides an explanation of the student's learning achievement scores to the homeroom teacher before distributing report card scores.
- Regarding the evaluation at the end of each semester, the Principal always submits a report on the results of grade promotion tests, mid-semester exams and final semester exams to the parents of students and always submits a recapitulation to the Ministry of Religion Office in the district.
- In each year's evaluation, the program looks at the achievements achieved by students when holding or taking part in competitions outside the school. So that we can measure whether the child is truly achieving or not. If later the child does not have achievements and is unable to compete then it can be said that the program is not running well because it is not satisfactory.
- In evaluation, coordination is often carried out so that activities can run effectively. By finding out where the shortcomings are in the activities that have been carried out and then working together to fix the mistakes or shortcomings so that we can get maximum results that are as expected.
- When holding an activity, there must be a document, a schedule of activities, a list of attendance at each student activity program, so that with documents on the results of the activity, evaluation activities can be held.

C. Discussion

1. Student planning at Airmadidi Christian High School

The initial stage in planning student activities at Airmadidi Christian High School starts with preparing a school work plan prepared by the school development team. This school work plan functions as a work guide for school development and as reference material for identifying and proposing the resources needed by the school to achieve educational goals. With the school work plan guidelines, activities in educational planning in schools become more well structured. So, in preparing this school work plan at the beginning of every new school year, Airmadidi Christian High School always holds workshops to convey the activities for the next year. In this workshop activity, the teachers collaborate with each other by forming a committee team and coordinating with each other in the process of preparing the activity program.

In planning the student program, workshops were also held to develop both academic and non-academic curricula which were adapted to the Minister of Education and Culture Regulations. In the learning planning process, the teacher first prepares a plan for giving structured assignments and independent assignments for each subject, either as stated in the syllabus or in the form of his own assignment plan. At the beginning of each new school year, new student recruitment

activities are carried out through regular channels. In the registration process, several criteria or conditions are used that are in accordance with school regulations. After the student recruitment is held, self-development or extra-curricular activities are held, starting with the recruitment of new students, where from the start, prospective students are recorded on all their achievements at school and then put into self-development according to their respective talents and interests. Student planning activities at Airmadidi Christian High School dominate both activities carried out at school and activities outside school by taking part in competition events held at the district, provincial and even national levels.

Student management in an effort to support success means both trying to become better students and becoming mature individuals. The process of preparing plans produces a program or student activity plan that covers all student activities, namely producing expected student achievement standards and targets. Student management is very much needed in educational institutions because students are both subjects and objects in the process of transforming knowledge and skills. Success in providing education will depend greatly on the development of students' physical potential, intellectual, social, emotional and mental intelligence. Student management is not just recording student data but includes a broader aspect, namely helping children's growth efforts through the educational process at school.

2. Implementation of students at Airmadidi Christian High School

In implementing student management, the direction or orientation is adjusted to the needs and level of development of the students. The implementation of student management is largely determined by the age criteria of the children at each institution. In implementing student activities at Airmadidi Christian High School, they refer to the school's work plan. At the start of the new school year, a workshop was held to prepare the syllabus, learning tools, learning models as well as reviewing the learning implementation plan. In carrying out educational activities, each teacher implements a learning implementation plan which is prepared based on the syllabus for each subject taught using the K13 curriculum.

In carrying out student activities in preparing for the final semester exams at Airmadidi Christian High School, additional classes were held for Class XII. Apart from that, in the implementation, students' talents and interests are also channeled. This starts from the beginning of class Then students are mapped into a program of self-development activities and given direction according to the talents and interests of each child and must be well structured and scheduled.

In carrying out student activities by involving students or involving students to gain learning experience through various activity programs such as holding English day activities, observations, comparative studies or scientific studies. Apart from that, so that the implementation of student activities can run smoothly at Airmadidi Christian High School, there is collaboration between the school and the parents to increase

student learning motivation. Teachers in carrying out student development always provide encouragement and support to students through various kinds of training and students are truly trained in their learning so that their achievements increase.

Several things that need attention from school leaders in terms of coaching new students are grouping methods, grade promotion, program determination, and discipline development. Judging from the implementation of the program at Airmadidi Christian High School, several management functions can be categorized as good. This can be seen from the division of tasks between each teacher, including making teaching preparations, namely creating daily activity units, providing teaching aids for students, maintaining and tidying up return all equipment that has been used by the child. Besides that, it gives teachers the opportunity to be creative. Furthermore, to improve teacher quality, efforts are made to develop teacher knowledge and skills by participating in training related to student development. This implementation can be done by empowering student activities such as training and honing students' skills according to their talents and interests. With this, the Airmadidi Christian High School educational institution opens and provides opportunities to participate in extracurricular activities well.

3. Evaluation of students at Airmadidi Christian High School

To determine whether educational and learning goals have been achieved or not, efforts and actions or activities need to be made to assess learning outcomes, these activities are often called evaluation. Evaluation stems from a term that means assessment. If viewed from a terminology perspective, evaluation means an activity or business in determining an assessment of an existing event or incident. Thus, evaluation can be said to be an effort in the form of planning to make a choice in making a decision. Evaluation is a process of making decisions about the quality of an object or activity by involving value considerations based on data and information that is collected, analyzed and interpreted systematically. Evaluation is an identification activity to see whether a program that has been planned has been achieved or not, is valuable or not, 8 and can also be used to see the level of efficiency of its implementation. Evaluation is related to value decisions.

Evaluation is a process to determine the value and activity to see whether a program that has been planned has been achieved or not, is valuable or not, and can also be used to see the level of efficiency of its implementation. Basically, evaluation has a way of being selective in students, whether to choose those who are accepted, promoted to class, and receive scholarships. Conducting assessments can also diagnose the causes of students' strengths and weaknesses in learning so that from the results, if they are strengths, they can be developed and followed by students. other. With this, students can see and know the level of ability and mastery of certain material for each individual. From these results it can be seen that similar or relatively similar results can be grouped into one group.

In the process of student evaluation activities at Airmadidi Christian High School, every teacher is required to record

student grades such as assessing students' daily test results, final semester exams, assessments related to student attitudes and behavior and so on, which then makes a report on the results of the analysis of students' daily tests. At the end of each semester, the Principal always submits a report on the results of grade promotion tests, mid-semester exams and final semester exams to the students' parents and always submits a recapitulation to the Regency Ministry of Religion Office. Apart from that, at the end of each semester, teachers provide input or comments on students' grade results, either classically or individually, after each assessment of student learning outcomes, whether in daily tests, mid-semester exams, final semester exams or grade promotion tests. Then the homeroom teacher provides an explanation of the student's learning achievement scores to the homeroom teacher before distributing report card scores.

In evaluating the results of student activities, it can be seen from the results of the achievements achieved by students when holding or participating in competitions outside the school. So by measuring whether the child is truly achieving or not, if later the child does not have achievements and is not able to compete then it can be said that the program is not running well because it is not satisfactory. To evaluate activities by coordinating so that activities can run effectively. By finding out where the shortcomings are in the activities that have been carried out and then working together to fix these mistakes or shortcomings so that we can get maximum results that are as expected. In order for evaluation activities to run optimally, when holding an activity there must be a document, a schedule of activities, a list of attendance, don't let the activity exist but there is no document because in evaluating it it must be accompanied by a document of the results of the implementation of the activity.

Conclusion

1. Student planning at Airmadidi Christian High School is the preparation of a school work plan prepared by the school development team; At the beginning of each year, a work program and distribution of teacher duties is held and a workshop is held in planning preparation related to the curriculum; holding new student recruitment activities every year using test routes, namely regular classes; and planning student development activities through guidance, direction or control of curricular and extra-curricular activities.
2. The implementation of student activities at Airmadidi Christian High School is that the implementation of student activities is adjusted and refers to the school's work plan; at the beginning of the new academic year, a workshop on preparing syllabuses, learning tools, learning models and reviewing learning implementation plans was held; At the beginning of each new school year, there is a channeling of students' talents and interests, which begins during the student orientation period by providing students with an activity program which is formed in a forum for self-development and extracurricular activities; in implementing student activities by involving students so that students gain learning experience through various

activity programs such as holding interpretive activities, English days, observations or scientific studies; in preparation for the national exam, additional classes are held; and writing literacy is carried out to produce a written work.

3. Evaluation of students at Airmadidi Christian High School means that teachers make notes on student assessments such as assessing students' daily test results, final semester exams, assessments related to student attitudes and behavior and so on, which then each teacher makes a report on the results of the analysis of students' daily tests; teachers provide input or comments on the results of students' scores, either classically or individually after each assessment of student learning outcomes; each class teacher provides an explanation of the student's general achievement scores to the student's parent before distributing report cards; At the end of each semester, the principal always submits a report on the results of grade promotion tests, mid-term exams and final semester exams to the parents of students and always submits a recapitulation to the Office of the Ministry of Religion in the Regency; in evaluating activities, coordinating so that activities can run effectively by finding out where the shortcomings of the activities that have been carried out are then addressed together so that maximum results can be achieved in accordance with expectations; as well as the need for documents in every implementation of student activity programs so that if there are documents on the results of activities then evaluation activities can be held.

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