

A Model of General Administration Development Based on Bala Principles for Schools under Office of Primary Educational Service Area 1

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Abstract

The purposes of this research were to study the general administrative conditions in primary schools, to develop a model of general administration development based on Bala Principles for primary schools, and to propose a model of general administration development based on Bala principles for schools under Office of Primary Educational Service Area 1. Mixed methods research using documentary research, quantitative research, and qualitative research was designed. Data were collected compilation of the scope of general administration in 4 areas and the principles of physical education 5 by asking for opinions from 327 primary school teachers under Office of Primary Educational Service Area 1. Interviewed and focus group discussion with 10 experts of the primary school administrators and general administrators in Buddhism and experts in educational institutes administration. Qualitative data was analyzed by using content analysis whereas quantitative data were analyzed using percentage, mean, and standard deviation. Results of the research found that 1) the general administrative conditions in primary schools, an overview of 4 aspects were shown at a high level. 2) A developed model of general administration development based on Bala Principles for primary schools consisted of 4 parts: Part 1, introduction consisted of environment, principles, and objectives. The second part was the model, the work system and the management process. The third part was the implementation process that were the decision-making structure, the assessment guideline. The fourth part was the conditions for success. 3) A model of general administration development based on Bala principles for schools under Office of Primary Educational Service Area 1 consisted of 4 parts: Part 1, introduction which were the environment of the educational institution principles of general administration and objectives of general administration. Part 2, the model was the work system such as the scope of general administration in 4 areas: administrative operations, Technology and Innovation for Education, Facility and Environment, Management Public relations. For Bala Principles such as faith, persistence, mindfulness, concentration, and wisdom. Activities for the development of general administration according to Bala Principles consisted of 5 activities which were Activity 1: Strengthening of Faith in General Administration; Activity 2: Process to Promote Perseverance in Performance; Activity 3: Mindfulness in the performance of the duties of the general administration group; Activity 4, Meditation and Meditation in the performance of work; and Activity 5: Enhancement of intelligence for general administration, and operations management process as assigned. Part 3 Implementation process, it is the structure of general administration in 9 aspects, decision making according to the steps in the implementation of general administration to be effective in 5 aspects, assessment guidelines according to the qualifications of general practitioners in 9 items. Part 4, conditions of success depending on with the context of elementary school under the Office of Primary Educational Service Area 1, namely the vision, mission, policy of administrative operations,

Technology and Innovation for Education, Facility management, and public relations environment for educational institute administrators.

Keywords— Format, Development of General Administration, Bala Principles

I. INTRODUCTION

Amidst the change of society that is the trend of globalization is a society that relies on knowledge (Knowledge-based society) and knowledge-based economy, which results in the management of Thai education must be under competitive conditions. and commitment accordingly society's expectations Therefore, in the management process, it has to be adjusted and developed in accordance with the situation. It is the need for executives to be interested in knowing and continuously develop all the time in order to make the management of the organization survive, produce good results and achieve the objectives and from the change in the context of the structure of Thai education management. It is related to the current new model that provides the importance of education reform with the aim of providing education to develop Thai people into perfect human beings, be a good person, intelligent, happy, capable, ready to compete and cooperate constructively on the world stage, which aims to be effective is important [1] educational administration is the heart of education management in accordance with the goals and policies of the Ministry of Education in driving the educational management process to carry out the objectives set. However, administrators still have mistaken in managing education in schools, thus causing the effectiveness of educational management to decrease. This may be due to many factors which makes the administrators unable to manage education in schools to meet the expectations of society in the management of national education. These problems have been around for a long time and need to find ways to improve and develop educational administrators to be able to drive the educational process in schools to create children and youth to be good people, smart people, happy and proud of being Thai which will be an important force in the development of society and the nation in the future [2].

Educational institutions of all levels and types have an important mission to develop learners to have the quality that they meet. This is expected according to the level and type of education, expected quality refers to the desirable qualities that arise to learners, such as knowledge, understanding, thinking, skills, abilities, physical and mental health, and personality, values, morals, and ethics that are expected in the curriculum expected by the community and society expected according to the school and expectations in students as well. In the development of learners to the expected quality consists of 4 tasks: academic administration; budget management personnel management and general administration. [3] General administration is a task that is related to the organization of service organization management. Other administration achieve results according to quality standards and set goals. It plays a major role in coordinating, promoting, supporting and directing. Convenience in providing all kinds of educational services aim to develop educational institutions to use innovation and technology appropriately promote in administration and educational management of educational institutions that related to the principles of management. It focuses on the achievement of work mainly with an emphasis on transparency verifiable responsibility as well as the participation of individuals community and related organizations for effective and efficient educational management.

An important problem in education administration is the complaint alleging the administration of the school administrator about the misconduct of several duties such as salary advancement unfair discrimination against individuals creation of documents to bully government teachers with good behavior asking for donations and using the money of the school is not in accordance with the government regulations and there are many inappropriate behaviours. A complaint was made to the

Office of the Basic Education Commission, Office of the Parliamentary Ombudsman and many other agencies [4] as well as a school-based administration model to try to implement changes in management and work methods to develop people and society to be a person and a learning society according to the aim of the country's educational management. However, in doing so has not been successful in accordance with the management's guidelines because in practice, the decentralization of decision-making power is still a monopoly on the executives adhere to the old management culture, unchanged [5] the five principles of physical strength, which are virtues that are strength. Consisting of five Dhamma principles, namely, (1) powers: confidence, energy, mindfulness, concentration, and wisdom, in performing one's duties, which consist of confidence is strength controlling doubts, (2) Energy principle, perseverance controlling inactivity, (3) Mindfulness controlling negligence and unconsciousness, (4) Concentration as the power to control distraction, and (5) Wisdom: intellectual knowledge is the power to control ignorance, disregard, and superstition [6], which can resolve problems in the performance of teachers who perform general administrative duties to create commitment intends to perform general administration tasks for maximum efficiency for educational institutions.

Due to its preliminary importance, the researcher is therefore interested in studying the development model of general administration according to the five principles of physical education in primary schools under the Office of Primary Education Area 1. It is for a guideline for promoting develop general administration by integrating the five principles of physical education in Buddhism to promote efficient performance in response to the objectives of educational institution administration in the 21st century.

II. Research Objectives

The purposes of this research were to study the general administrative conditions in primary schools, to develop a model of general

administration development based on Bala Principles for primary schools, and to propose a model of general administration development based on Bala principles for schools under Office of Primary Educational Service Area 1.

III. Research Methods

Mixed methods research using documentary research, quantitative research, and qualitative research was designed. Data were collected compilation of the scope of general administration in 4 areas and the principles of physical education 5 by asking for opinions from 327 primary school teachers under Office of Primary Educational Service Area 1. Interviewed and focus group discussion with 10 experts of the primary school administrators and general administrators in Buddhism and experts in educational institutes administration. Qualitative data was analyzed by using content analysis whereas quantitative data were analyzed using percentage, mean, and standard deviation.

IV. Research Results

The researcher summarizes the research results according to the research objectives as follows:

1. The results of a study on the condition of general administration in primary schools under the Office of Primary Education Area, conditions of general administration in primary schools under the Office of Elementary Education Service Areas 1, in all 5 aspects. Overall, teachers had opinions on general administration in primary schools under the Office of Elementary Education Service Area 1, at the high level, in descending order, namely Administrative Operations public relations building and environmental management work and technology and innovation for education, respectively, as follows:

Administrative Operations: The opinions were at a high level, in descending order of 3 ranks, namely, the ability to prioritize and urgency of the paperwork, know their roles and duties and are responsible for themselves and the agency and have love and confidence in responsible work and the point with the least opinion is

knowledge and able to use information and communication systems effectively.

Technology and innovation for education consist of a high level of opinion, ranked from highest to lowest, the 3 rankings are: Communicate to colleagues and the community to be aware of technological changes and the need for technology to be used. There has been a change in the roles of teachers and learners and prepare personnel to receive training and have internal supervision and the point with the least opinion is learning with the natural environment, and virtual learning.

Building and environmental management work have a high level of opinion, ranked from highest to lowest, the top 3 are: procurement of equipment to prevent and control accidents in educational institutions such as fire extinguishers. There is compliance with the building management policy and environment and provide toilets that are clean, sanitary, and in sufficient numbers and the point with the least opinion is to regularly inspect school buildings, structures and surroundings. If something is found dilapidated, should be repaired immediately.

Public relations have a high level of opinion, ranked from highest to lowest, the top 3 rankings are cultural diversity promotion, knowledge of the world society and have knowledge about research application and forecasting and the one with the least opinion was knowledge of social trends.

2. Results of the development of a model for general administration development according to the principles of physical education 5 in primary schools affiliated with office Elementary Education Service Area 1 consists of part 1: The leading part is 1) the environment inside and outside the educational institution 2) the principles of general administration 3) the objectives of general administration, Part 2: the model consists of 1) the system Jobs include the scope of general administration such as administrative operations. Technology and Innovation for Education Facility and environment management public relations for the 5 principles of physical education, which are confidence, energy, mindfulness,

concentration, and wisdom, and activities for the development of general administration according to the 5 principles of physical in performing the duties of the general administration group, Activity 4: Meditation and meditation on the work, Activity 5: Enhancement of intelligence for general administration. Study. Facility and Environment Management Public Relations, Part 3: Implementation process consists of: 1) Structure of general administration 2) Decision making process for effective general administration 3) Assessment guideline qualifications of general practitioners and part 4 conditions for success. It depends on the context of the elementary school under the Office of Primary Education Area 1.

3. The model for the development of general administration according to the principles of Physical Education 5 in primary schools affiliated with office Elementary Education Area Zone 1 consists of:

Part 1: The introduction part consists of; 1) environment, general conditions affecting the implementation of the model, i.e. the environment within the educational institution, such as the curriculum, policies, vision, missions of the primary school under the Office of Primary Education Area 1, the environment outside the educational institution, such as the policy of the Ministry of Education changes in social, economic, political conditions, etc. 2) Principles are basic concepts and conditions of application, conditions for successful implementation of the pattern and precautions to prevent problems that may arise, such as the principle of general administration, which is the operation of administrative and documentary work personnel management, budget management, finance, accounting, supplies and internal control systems. The operation is correct according to the regulations and completed within the specified time. 3) Objectives include the goal of developing a model to solve any one problem or in order for the operation to produce good results, either which are two general administrative objectives.

Part 2, the model, namely 1) system of work, the interaction of the system for the achievement of the objectives of the specified model, i.e., the scope of general administration, which is 1) administrative operations, 2) technology and innovation work for education, 3) Building and environmental management, and 4) Public relations; the five principles of physical education are confidence; belief in performance, energy; persistence in practice, mindfulness, concentration in work performance, concentration, recall, memory, inconsistency in work performance and wisdom, knowledge, tact, and tact in the performance of activities to develop general management according to the 5 principles of physical education, namely Activity 1; Faith-building in general administration, Activity 2; the process of promoting energy in performing general tasks, Activity 3; Mindfulness in the performance of duties of the general administration group, Activity 4; Meditation in general operations, Activity 5: Enhancement of Wisdom for general administration, 2) Management processes are methods of operations, activities, etc. that must be carried out in order to achieve the objectives of the model, such as administrative operations, administrative work, technology and innovation for education, facility and environment management public relations.

Part 3: Implementation process; 1) Structure, interconnection of various components that will help make the model effective is the 9-sided general management structure. 2) Decision-making refers to the process of selecting one of the alternatives from several options considered or well assessed that way to achieve objectives and the goal of the model by the school administration organization of departments or organizations in educational institutions should be in accordance with the procedures for effective general management in 5 items. 3) Assessment guidelines defining the guidelines and tools for evaluating the model. For the benefit of checking, how much the pattern performs as designed, qualifications of general practitioners in 9 items.

Part 4: Conditions for success depends on the context of the elementary school under the Office of Primary Education Area 1, namely vision, mission, policy of administrative operations, Technology and Innovation for education, building management work, and public relations environment of educational institute administrators.

V. Discussions

1. The results of a study on the condition of general administration in primary schools under the Office of Primary Education Area 1, Conditions of general administration in primary schools under the Office of Elementary Education Service Area 1. In all 5 aspects, overall, teachers had opinions on general administration in primary schools under the Office of Elementary Education Service Area 1, at the high level, in descending order, namely administrative operations public relations, building, environmental management work, technology, and innovation for education. The results of this research reflect that general administration in primary schools under the Office of Elementary Education Service Area 1, teachers have the ability to prioritize and urgency of document work, communicate to co-workers and the community to be aware of technology changes, provide equipment to prevent and control accidents in educational institutions, promote cultural diversity. The results of this research are consistent with the research of Thapanan Malee [7] has studied the subject of "General Administration of Schools under Bangkok Metropolitan Administration, Bang Phlat district under the Bangkok Metropolitan Administration, Bang Phlat District, overall, the practice was at a high level, mean 4.27, standard deviation 0.40 and consistent with Prapaphan Sripua's research on the opinions of teachers towards school administration in the Phu Phan Thong Network Administrative Center under the Office of Sakon Nakhon Primary Educational Service Area 1 [8], it was found that the teachers' opinions towards the administration of schools in the Phu Phan Thong network administrative center under the Office of Sakon Nakhon

Primary Educational Service Area 1, overall and each aspect is at a high level.

2. The results of the development of the general administration development model according to the principles of Physical Education 5 in primary schools affiliated with office Elementary Education Service Area 1 consists of part 1: The leading part is; 1) the environment inside and outside the educational institution, 2) the principles of general administration, 3) the objectives of general administration, Part 2: the model consists of; 1) the system jobs include the scope of general administration such as administrative operations, Technology and Innovation for education facility and environment management public relations for the 5 principles of physical education, which are confidence, energy, mindfulness, concentration, wisdom, and activities for the development of general administration according to the 5 principles of physical in performing the duties of the general administration group, Activity 4: Meditation on the work, Activity 5: wisdom; enhancement of intelligence for general administration, study, facility and environment management public relations, Part 3: implementation process consists of; 1) Structure of general administration, 2) Decision making process for effective general administration, and 3) Assessment guideline qualifications of general practitioners. Part 4: conditions for success that depends on the context of the elementary school under the Office of Primary Educational Service Area 1, the results of this research are consistent with the research of Ben Khammuang, General administration in basic education institutions under the Office of Lopburi Primary Educational Service Area 2 [9]. The results of the data analysis can be summarized as follows: 1. General administration operations of the basic education institutions under the Education Service Area Office in Lopburi Primary School district 2, it was found that the implementation, was at a high level when considering each aspect. It was found that the aspect with the highest practice, was the aspect of public relations education, the aspect with the lowest practice, was the

organization of internal control systems, and Siwarin Tateng researched "Teachers' satisfaction towards general administration of Satri Sri Nan School, Muang District, Nan Province under the Office of Secondary Education Service Area 37 (Phrae-Nan)." [10]. Teacher's satisfaction towards general administration of Satri Sri Nan School Administrators. The teachers of Satri Sri Nan School had a moderate level of satisfaction overall and in each aspect, comparison results satisfaction of Satri Sri Nan School, teachers with different genders satisfied with the general administration of Satri Sri Nan School administrators under the Office of Secondary Education Service Area 37, overall and each aspect was not significantly different, was statistically significant at the 0.5 level. Satisfaction of teachers with different age ranges Satisfaction with the general administration of the administrators in Satri Sri Nan School Under the Secondary Educational Service Area Office, Area 37, the overall and individual aspects were not significantly different at the .05 level.

3. A model for the development of general administration according to the principles of Physical Education 5 in primary schools Affiliated with office Elementary Education Service Area Zone 1 consists of Part 1, an introduction part, part 2, a model, part 3, implementation process, part 4, conditions for success. The results of this research are consistent with the research of Phrakhu Baideeka Samer Dhammavattano (Baokratok) conducted a research study on the method of applying the five principles of physical education in Theravada Buddhism for the performance of duties of government officials and police, "A Study of Applied Methods of the Five Physical Education Principles in Theravada Buddhism for use in performing duties of police officers". It can be considered as important and especially necessary. In developing or utilizing etiquette, a person must pay attention by respecting rules and etiquette. However, Dhamma (principles) must be used, i.e. correctness, honesty and fairness. It will have quality without conflict partisan. The

Buddha spoke about the principles that promote effective development. This is the Dhamma (principle) that leads to both physical, mental and intellectual development for further development, that is, “Phla”, that is, Saddha (Confidence), Viriya (energy), Sati (Mindfulness), Samadhi (Concentration) and Panna (Wisdom) [11] and is consistent with the research of Jittima Thammachayakorn has studied the subject, general administration of schools under Muang Takuapa Municipality Phang Nga Province[12] found that the general administration of schools under Takuapa Municipality, Phang Nga province found that they were at the highest level of practice in descending order as follows: administrative work and documentary work, student affairs, registration and reporting board of education building work, information work, and planning. The relationship between the school and the community Public relations work and educational technology work are the last. The guidelines for the development of general management in each area.

VI. Body of knowledge

The researcher presented a new body of knowledge from the model of general administration development according to the five principles of physical education in primary schools, affiliated with office Elementary Education Area 1 as shown in the following figure.

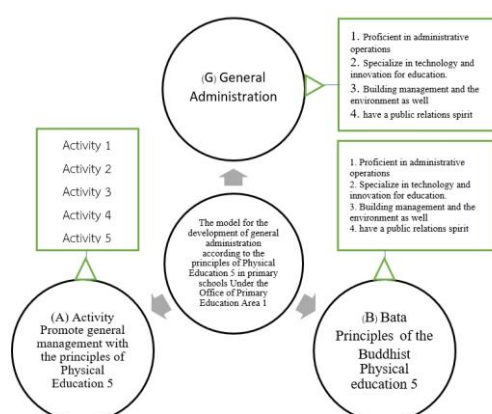


Figure 1 Knowledge gained from research
“GBA Model”

Source: Holy Sacred Teacher Thawornkun (White Leaves), 2021.

Symbol Description

Figure 1 shows the body of knowledge obtained from research on “The model for the development of general administration according to the five principles of physical education in primary schools under the Office of Elementary Education Service Area 1”, the researcher can be summarized as the “GBA Model” as follows:

G (General Administration) refers to the scope of general administration, that is, expertise in administrative operations, specializing in technology and innovation for education manage buildings and environments well having a public relations mind.

B (Bala Principles) refers to the five principles of physical activity: confidence, belief in performance, energy, persistence in practicing, mindfulness, concentration in work performance, concentration, recall, memory, non-stop in work and wisdom; intelligence, knowledge, tact, tact in work.

A (Activity) refers to activities to develop general administration according to the principles of Physical General Administration Group, Activity 4, Meditation in General Operations, Activity 5: Enhancement of Intelligence for General Administration.

VII. Recommendations

A. Recommendations for Practices

1. Relevant organizations should encourage teachers to have knowledge and be able to use information and communication systems effectively.
2. Relevant organizations should encourage learning with the natural environment, and virtual learning.
3. Relevant organizations should encourage teachers to regularly inspect school buildings, structures and surroundings. If something is found dilapidated, should be repaired immediately.
4. Relevant organizations should encourage teachers to develop knowledge about social trends.

B. Recommendations for Further Research

1. The process of general administration development in primary schools should be studied under the Office of Primary Education Area 1.
2. Should study general management development strategies according to the principles of Physical Education 5 in primary schools affiliated with office Elementary Education Area 1.
3. Should study the development of general administration according to the principles of Physical Education 5 in primary schools affiliated with office Elementary Education Area 1.

CONCLUSION

This paper studied about a Model of General Administration Development Based on Bala Principles for Schools under Office of Primary Educational Service Area 1, results of the study indicated that 1) the general administrative conditions in primary schools, an overview of 4 aspects were shown at a high level. 2) A developed model of general administration development based on Bala Principles for primary schools consisted of 4 parts: Part 1, introduction consisted of environment, principles, and objectives. The second part was the model, the work system and the management process. The third part was the implementation process that were the decision-making structure, the assessment guideline. The fourth part was the conditions for success. 3) A model of general administration development based on Bala principles for schools under Office of Primary Educational Service Area 1 consisted of 4 parts: Part 1, introduction which were the environment of the educational institution principles of general administration and objectives of general administration. Part 2, the model was the work system such as the scope of general administration in 4 areas: administrative operations, Technology and Innovation for Education, Facility and Environment, Management Public relations. For Bala Principles such as faith, persistence, mindfulness, concentration, and wisdom. Activities for the development of general administration according to Bala Principles

consisted of 5 activities which were Activity 1: Strengthening of Faith in General Administration; Activity 2: Process to Promote Perseverance in Performance; Activity 3: Mindfulness in the performance of the duties of the general administration group; Activity 4, Meditation and Meditation in the performance of work; and Activity 5: Enhancement of intelligence for general administration, and operations management process as assigned. Part 3 Implementation process, it is the structure of general administration in 9 aspects, decision making according to the steps in the implementation of general administration to be effective in 5 aspects, assessment guidelines according to the qualifications of general practitioners in 9 items. Part 4, conditions of success depending on with the context of elementary school under the Office of Primary Educational Service Area 1, namely the vision, mission, policy of administrative operations, Technology and Innovation for Education, Facility management, and public relations environment for educational institute administrators. Results of the study can apply in further educational development.

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