

CHATREE SAKUNBUNMA : ADMINISTRATIVE PROBLEMS OF THE SMALL SECONDARY SCHOOLS UNDER JURISDICTION OF THE DEPARTMENT OF GENERAL EDUCATION, EDUCATIONAL REGION FOUR. THESIS ADVISOR : ASST.PROF.DR. AMORNCHAI TANTIMEDH Ph.D. 261 PP.

The purposes of the study are to study states and causes of the problems, and to propose guidelines for problems-solving related to the administration of the small secondary schools.

The findings are as follows : ten major problems were low admission rates, lack of academic and training resources, limitation of teachers arrangement according to their qualification and experience, inefficiency in encouraging teachers to adapt teaching method or using educational technology in accordance with the content they taught, inability to put the right man on all right jobs, inability to analyze test items and establish the test bank, books in library were limited, lack of budget for school plants remedy and development and budget allocation was unsatisfied.

The important causes of the problems were parents' unrealizations of the importance of the education, lack of academic and training resources in the area, insufficient of teachers' development and personnels and budget were limited.

Recommendations for problems solving were school personnels' work load should be decreased by ways of work analysis, ranking and work priority selection, personnels development should be imposed for widening their performance, local resources should be more organized to be used, the Department of General Education should be responsible for the increasing of school personnel to cope with the amount of their job.