

LAIKIPIA



UNIVERSITY

## UNIVERSITY EXAMINATIONS

**FIRST SEMESTER 2023/2024 ACADEMIC YEAR**

**FOURTH YEAR EXAMINATION FOR THE  
DEGREE OF BACHELOR OF EDUCATION**

**EAPE 421: EDUCATION ADMINISTRATION AND MANAGEMENT**

***STREAM: R***

***TIME: 2 HRS***

***DAY: THURSDAY (2.30-4.30PM)***

***DATE: 11/4/24***

**THIS QUESTION PAPER CONSISTS OF THREE (3 PAGES)**

**PLEASE DO NOT OPEN UNTIL THE INVIGILATOR SAYS SO.**



**INSTRUCTIONS:** Answer question **ONE** and any other **TWO** questions.

**QUESTION ONE (COMPULSORY) (30 MARKS)**

- a) Define education Administration **(1 mark)**
- b) Explain two (2) ways in which the study of education administration benefits a student of education **(2 marks)**
- c) Discuss three (3) roles and three (3) responsibilities of an education administrator of a secondary school in Kenya **(6 marks)**
- d) Discuss any five (5) principles underlying effective education administration **(5 marks)**
- e) Explain the relationship between education administration and policymaking **(4 marks)**
- f) (i) You are a Principal in a secondary school, identify any four (4) challenges facing education administration in the ongoing competency-based education reforms in Kenya **(4 marks)**
- (ii) For each challenge identified in f (i) propose a way of addressing the challenge in the secondary school setting in Kenya **(8 marks)**

**QUESTION TWO (20 MARKS)**

- a) Explain five contributions of theories in education to effective leadership and management in the secondary school **(5 marks)**
- b) (i) Identify any two theories in education management **(2 marks)**
- (ii) Demonstrating four ways in which theories in education inform the decision-making process in the secondary school setting in Kenya **(8 marks)**
- c) Discuss five different stages in the historical development of education administration theories **(5 marks)**

**QUESTION THREE (20 MARKS)**

- a) With illustrations identify four(4) characteristics of effective educational leaders **(4marks)**
- b) Discuss four (4) ways transactional and transformational leadership styles differ **(4 marks)**
- c) Show 2 ways the two leadership styles mentioned in (3b) can be used in education administration **(4 marks)**



- d) (i) Describe any four (4) ethical considerations that a leader in education is likely to encounter in secondary school in Kenya today **(4 marks)**
- (ii) For each ethical consideration identified in d (i), propose ways in which a school leader can navigate the issue **(4 marks)**

#### **QUESTION FOUR (20 MARKS)**

- a) Define Power in the context of educational organizations **(2 marks)**
- b) i) Discuss five (5) sources of administrative power **(5 marks)**
- ii) With 5 examples illustrate how the sources identified in (4i) impact on decision-making **(5 marks)**
- c) Describe the relationship between authority and accountability in education management **(2 marks)**
- d) Explain three(3) challenges that a head teacher may face in the course of exercising authority in the secondary school in Kenya **(6 marks)**

#### **QUESTION FIVE (20 MARKS)**

- a) What does school and community relations entail **(2 marks)**
- b) Explain three (3) ways in which a secondary school Principal can use school and community relations for the overall success of the school **(3 marks)**
- c) With illustrations discuss at least three (3) key stakeholders in school and community relations showing:
- (i) How their roles differ **(3 marks)**
- (ii) How their roles intersect **(3 marks)**
- d) Draw up a plan showing:
- (i) any three strategies that schools can use to enhance their relationship with the local community **(3 marks)**
- (ii) Demonstrate three benefits of effective communication in school and community relations **(3 marks)**
- (iii) Provide three examples of communication channels that schools can utilize to engage with the community **(3 marks)**

