

DR. MICHELLE LYNN BUSH, ED.D.

EDUCATION, ACADEMIC OPERATIONS, AND PROGRAM LEADERSHIP

Lewisburg, West Virginia | [linkedin.com/in/dr-michelle-harman-bush-ed-d-6b304337](https://www.linkedin.com/in/dr-michelle-harman-bush-ed-d-6b304337) | Contact details available upon request

Professional Summary

Education-centered leader with more than 25 years of experience spanning academic administration, curriculum and instruction, complex-learner support, accreditation, faculty development, and residential campus operations. Combines classroom credibility with hands-on operational leadership to build academic systems, strengthen teams, support safety and compliance, and improve daily program execution.

Leadership Strengths

- Educational Leadership, Curriculum Development, instructional improvement, and assessment systems
- Accreditation, corrective-action planning, school improvement, compliance, safety, and quality assurance
- Complex-learner support, IEP/504 coordination, individualized academic planning, and student intervention
- Faculty hiring, observation, mentoring, training, professional development, and team building
- Master scheduling, transcript and credit review, admissions review, and academic operations
- Residential campus operations, crisis response, direct supervision, and multi-shift coordination

Selected Leadership Contributions

- Directed Cognia reaccreditation and School Improvement Plan implementation while strengthening academic systems, documentation, staff practices, and student support at Greenbrier Academy for Girls.
- Built academic-operating infrastructure in a therapeutic, college-preparatory setting, including the Academic Learning Lab, individualized academic plans, IEP/504 accommodations, curriculum maps, pacing guides, and master scheduling.
- Advanced common skills, assessments, rubrics, results review, remediation, and graduation-risk intervention through teacher-leader and Professional Learning Community work.
- Managed a campus-wide state-licensing Corrective Action Plan from authorship through implementation, monitoring, review, and completion; licensing inspections and unannounced audits identified no campus safety violations under her leadership.
- Served as a primary contributor to the Process Quality Improvement Committee, advancing campus-wide coordination and continuous improvement across emotional, educational, spiritual, residential, and clinical services around holistic resident needs, reunification, and postsecondary readiness.

Professional Experience

Campus Coordinator, Operations / Programs

May 2023-May 2026

Davis Stuart, Inc. - Lewisburg, West Virginia

- Coordinated campus-wide, multi-shift operations to support staff, residents, client logistics, and consistent program delivery.
- Provided employee supervision and evaluation, staff support, timely direction, and verification-oriented follow-through to strengthen accountability and day-to-day execution.
- Responded to operational and individual crises with timely communication, follow-up, and coordination across departments and shifts, including weekends and overnight coverage.
- Reviewed direct-care payroll for accuracy and compliance and completed quarterly resident-satisfaction surveys to identify service-improvement opportunities.
- Authored, implemented, monitored, reviewed, and completed a campus-wide state-licensing Corrective Action Plan; licensing inspections and unannounced audits identified no campus safety violations under her leadership during the May 2023-May 2026 tenure.
- Served as a primary contributor to the Process Quality Improvement Committee, advancing coordination and continuous improvement across emotional, educational, spiritual, residential, and clinical services to strengthen holistic care and preparation for reunification and postsecondary readiness.

Academic Director

March 2022-March 2023

Greenbrier Academy for Girls - Pence Springs, West Virginia

- Directed academic operations for a therapeutic, college-preparatory program serving students with diverse learning and support needs.
- Led Cognia reaccreditation and authored and implemented the School Improvement Plan, organizing evidence, documentation, and academic-improvement priorities.

- Developed the Academic Learning Lab curriculum and coordinated individualized academic plans, curriculum modifications, and IEP/504 accommodations.
- Reviewed transcripts, calculated credits, evaluated admissions applications, and developed customized academic plans for enrolling students.
- Designed curriculum maps, pacing guides, individualized and grade-appropriate curricula, alternative curriculum, and a comprehensive college-preparatory program.
- Created the academic master schedule; planned staffing needs; interviewed candidates; established mentor-mentee partnerships; conducted teacher observations; and organized faculty development.
- Strengthened safety and compliance through updated staff protocols, safety-manual revisions, fire drills, consistent boundaries, and policy-aligned operations.
- Partnered with parents, guardians, educational consultants, staff, and other stakeholders through staff meetings, campus tours, and cross-departmental communication.

English Teacher

July 2015-June 2022

Chancellor High School, Spotsylvania County Public Schools - Virginia

- Delivered English 10 and English 12 instruction aligned with Virginia Standards of Learning.
- Differentiated instruction for diverse learners, including English language learners and students with disabilities, while supporting behavior systems and critical-thinking development.

English Teacher / Teacher-Leader

January 2012-June 2015

Courtland High School - Spotsylvania, Virginia

- Taught English, collaborative English, and public speaking using standards-aligned, differentiated instruction and a student-centered learning environment.
- Collaborated through Professional Learning Communities to develop common skills, assessments, rubrics, schedules, and results-review practices.
- Coordinated remediation and intervention strategies for students at risk of not graduating and incorporated practical post-graduation budgeting research into instruction.

Adjunct English Professor

April 2011-December 2011

Craven Community College - New Bern, North Carolina

- Designed and delivered developmental reading and writing instruction that strengthened communication, critical thinking, problem solving, and academic confidence.

English Teacher

July 2010-July 2011

White Oak High School, Onslow County Public Schools - Jacksonville, North Carolina

- Delivered English 11 and English 12 instruction aligned with North Carolina standards using differentiated learning strategies, classroom management, and individualized student support.

English 10 Teacher and Teacher-Leader

August 2008-May 2010

Riverbend High School - Fredericksburg, Virginia

- Provided standards-aligned English instruction with accommodations, assessment, tutoring, and targeted remediation.
- Supported Saturday School, SAT, Standards of Learning, and end-of-course preparation; contributed to committee leadership; and mentored practicum students.

English 11 and 12 Summer School Teacher

July 2008-August 2008

Courtland High School - Spotsylvania, Virginia

- Delivered summer curriculum and Standards of Learning preparation using differentiated support and effective classroom management.

English 7 and 8 Summer School Teacher

May 2007-July 2007

Culpeper County Schools - Culpeper, Virginia

- Provided accelerated summer instruction, pacing-guided curriculum, parent communication, behavior support, and academic-needs identification for middle-school learners.

English 9 Teacher

July 2006-June 2008

Culpeper County High School - Culpeper, Virginia

- Designed and delivered standards-aligned English instruction with differentiated learning, assessment, classroom leadership, collaborative student support, and data-informed instructional decisions.

Long-Term Substitute English Teacher

February 2004-May 2005

Sherwood High School, Montgomery County Public Schools - Sandy Spring, Maryland

- Prepared and delivered curriculum-aligned English instruction; evaluated assignments and assessments; facilitated parent-teacher conferences; and participated in professional learning.

ESOL/ELL English Language Learning Professor

January 2004-May 2004

Griggs University - Gaithersburg, Maryland

- Taught Communicative Grammar to non-traditional college students and adult English Language Learners from 17 countries; prepared lessons and examinations, evaluated assignments, and facilitated an inclusive multilingual learning environment.

Elementary and Middle School Tutor

August 2002-June 2004

Private Tutoring - Maryland

- Provided individualized literacy instruction, supplemental lesson planning, assessment, feedback, reading-comprehension support, and critical-thinking development.

Office Manager

May 1996-May 1998

Physicians Associates & Public Health - Olney, Maryland

- Managed office administration, scheduling, billing, accounts receivable, confidential records, laboratory coordination, patient service, and supervision of seven employees.

Education**Doctor of Education, Curriculum and Instruction / Educational Leadership** | University of Phoenix | 2009-2015**Master's Degree, Secondary Education / English** | University of Phoenix | 2005-2007**Bachelor of Arts, English / Secondary Education** | University of North Carolina Wilmington | 2000-2003**Licensure and Professional Development**

- Virginia Postgraduate Professional License, Secondary English | 2022-2032
- Child Abuse Recognition and Intervention Training | 2022-2032
- Leadership and Manager Development Summit | March 2025 | 12 hours
- Trauma-Informed, Resilience-Focused School Training | September 2025 | 12 credit hours
- Therapeutic Crisis Intervention | May 2023 | 28 hours
- Family Seeing Bootcamp | October 2024 | Up to 15 credit hours
- Supportive Counseling and Psych Emergency / Trauma Training | May 2023

Additional Competencies

CAPABILITY DOMAIN	REPRESENTATIVE SKILLS
Educational Leadership	Curriculum Development; instructional leadership; assessment design; remediation; student intervention; academic planning; master scheduling; transcript and credit review; admissions review
People and Program Leadership	Faculty hiring; teacher observation; staff development; mentoring; cross-shift supervisor and staff support; stakeholder engagement; school improvement planning; accreditation planning
Operations and Student Support	IEP/504 implementation; complex-learner support; crisis management; corrective-action planning; licensing readiness; Process Quality Improvement Committee contribution; holistic resident-service coordination; campus-wide operations; stewardship; accountability; payroll review; client logistics; Microsoft Office; CRM; UAttend