Shinwari Khan, Uzma Bio

Academic Advisor

Uzma Shinwari Khan resides in Texas, married with three children and speaks English, Urdu, Punjabi, & Pashto. She graduated from Southern Methodist University with a Masters in Educational Administration and Leadership with Honors; Attended University of Peshawar, Pakistan where she earned a Masters in English Literature.

Uzma has certifications/memberships in the following areas: Texas K-12 Principal certification; ILD, PDAS, T-TESS (Texas Teacher Evaluation and Support System), T-PESS (Texas Principal Evaluation and Support System), Eleot, Impact Coaching, Restorative Discipline, & Texas Educator Ethics-TOTS; COGNIA Accreditation Lead Evaluator; NAESP, NASSP, TACAC, & AMS

In addition to the aforementioned qualifications, Uzma is: skilled and proficient in COGNIA Software tools and processes; proficient and able to work effectively under pressure within a team or independently; skilled in G-Suite, Microsoft office, Zoom, Sycamore School Management system, and DocuSign.

She possesses attributes and qualities in Leadership Development, Data Analysis; Critical Thinking and Strategic Planning; Professional Development and Team Building; Exceptional in Oral and Written Communication.

Uzma has been an accredited COGNIA lead evaluator since January of 2022 where she conducts Cognia Accreditation reviews and works closely with the school and the AER team. She participates and leads in the interview process in leadership, governing body, parents, faculty, students, and staff; gathers and analyzes data from the school, then, writes the Accreditation Engagement Review Reports.

She was the Principal & Head of School for Good Tree Academy in Plano, TX, for 11 years. During her tenure with Good Tree, Uzma: planned and lead the overall activities and operations; recruited, developed, and evaluated faculty and staff; prepared the annual budget for the school board of directors; prepared the employee handbook, student handbook; conducted formal teacher evaluations using T-TESS; launched Junior High in 2016 and Senior High school in 2018; and, created the chapters for the National Elementary Honor Society, National Junior Honor Society, and National Student Council.

Uzma successfully transitioned Good Tree from an in-person to a 100% online format within one week due to the spread of COVID-19 and then later to a hybrid blend in October of 2020. She led the school through multiple accreditations by COGNIA, formerly AdvancED and CISNA (Council of Islamic Schools in North America); Introduced Pre-AP classes and electives for Middle and High School; Trained the faculty in curriculum mapping for all content areas to align content across disciplines' Introduced Chromebooks to broaden curriculum objectives and develop students 21st

century skills; Set up and managed G-Suite for Education for over 300 students and staff; Led the school through one merger, two campus moves, and one major campus renovation.

Through August, 2018 to August, 2020, Uzma became an Academic Advisor, where she: expanded the school to include 9th – 12th grade; guided the senior class to meet all graduation requirements while completing the dual credit program through Dallas and Collin County Community Colleges; graduated 75% of the students with Associates from Collin College and 100% graduated with completion of Collin College Core.

From August, 2012 to the present as a consultant, Uzma: established the academic program & operations system for Qalam Collegiate Academy; acted as Principal & Advisor; started the homeschool after Covid-19.

Uzma taught at Meraj Academy, Los Angeles, CA April 2000 -June 2002 where she taught English & Social Studies for Grades 5-9 and was Associate Professor, English for Grades 11 & 12.