



Roanoke Catholic School

SINCE 1889

Blending learning with faith and faith with daily life

June 2025

Letter of Recommendation

To Whom It May Concern,

It is my pleasure to recommend Elizabeth Gurney, with whom I have had the opportunity to work at Roanoke Catholic School. Elizabeth stepped into an interim role during one of the most demanding and stressful times of the academic year, and she did so with remarkable competence, calm, and dedication.

Although Elizabeth may not have previously served in an educational administrative role, her extensive experience in other professional settings clearly translated into a strong and effective administrative presence. She quickly proved herself capable of managing complex tasks, supporting both faculty, staff and students, and maintaining a high standard of excellence in all that she was assigned.

Elizabeth conducted herself with professionalism, compassion, and heart. Her care for our students was evident in every interaction, and she approached her responsibilities with the grace and presence of a natural educator. Over the past five weeks, I have witnessed her consistently complete her work to the highest standards, with thoughtfulness, attention to detail, and a level of finesse.

With 23 years of experience as an educator—including six years as a department chair and six as an administrator, both in the United States and the United Kingdom—I can say with confidence that Elizabeth is an outstanding administrator. I would be delighted to work with her again in any capacity.

Sincerely,

Gemma Booth
Assistant Head of School
Roanoke Catholic School