

Tequesta District Advancement Guidelines for the Unit Level

Boards of Review for Rank Advancement and Eagle Palms

Here is some helpful information for Troop Committee and Advancement Chairmen. This has been adapted from the National BSA Advancement Policies and Procedures, revised 1999 and the Troop Committee Guidebook, 1998 printing. (Please note: The Eagle Board of Review is *not* covered here.)

Four-step Process for Advancement

1. **The Boy Scout learns.** A Scout learns by doing. As he learns, he grows in ability to do his part as a member of the patrol and the troop. As he develops knowledge and skill, he is asked to teach others. In this way, he begins to develop leadership.
2. **The Boy Scout is tested.** A Scout may be tested on requirements by his patrol leader, Scoutmaster, Assistant Scoutmaster, a troop committee member or a member of his troop. **The Scoutmaster maintains a list of those qualified to give tests and to pass candidates.** After testing, the Scout's book is signed by the tester for each requirement and dated.
3. **The Boy Scout is reviewed.** After a Scout has completed all requirements for a rank, he has a board of review. For all ranks (except the Eagle rank) and for the Eagle palms, the review is conducted by members of the troop committee. The Eagle board of review is conducted under the auspices of South Florida Council. For members of Tequesta District this is conducted by Tequesta District Advancement Committee.
4. **The Boy Scout is recognized.** When the board of review has certified a boy's advancement, he deserves to receive recognition as soon as possible. This should be done at a ceremony at the next troop meeting. The certificate for his new rank may be presented later at a formal court of honor.

Purpose of the Board of Review

A periodic review of the progress of a Scout is vital in the evaluation of the effectiveness of the Scouting program in the unit. The unit committee can judge how well the Scout being reviewed is benefiting from the program. The unit leader can measure the effectiveness of his or her leadership. The Scout can sense that he is, or is not, advancing properly and can be encouraged to make the most of his Scouting experience.

After a Scout has completed all requirements for Tenderfoot, Second Class, First Class, Star, and Life ranks, or an Eagle Palm, he appears before a board of review. Not only is it important to review those Scouts who have learned and been tested for a rank, **but also to review those Scouts who have shown no progress** in their advancement over the past few months.

Objectives of the Board of Review

The members of the board of review should have the following objectives in mind when they conduct the review:

1. To make sure the Scout has done what he was supposed to do to earn the rank.
2. To see how good an experience the Scout is having in the unit.
3. To encourage the Scout to progress further.

Scope of the Review

1. The review is NOT an examination; the board does not retest the candidate. The Scout has learned his skill and has been examined. Rather, the board should attempt to determine the Scout's attitude and his acceptance of Scouting's ideals.
2. The Scout reviews what he did for his rank. This is a review. The Scout should be asked where he learned his skill, who taught him, and the value he gained from passing this requirement. From this review, the Board can determine whether he did what he was supposed to do. The review also reveals what kind of an experience the Scout is having in the troop. With that knowledge, the troop leaders can shape the program to meet the needs and interests of the Scouts.
3. The board should attempt to determine the Scout's ideals and goals. The board should make sure that a good standard of performance has been met. A discussion of the Scout Oath and Scout Law is in keeping with the purpose of the review, to make sure the candidate recognizes and understands the value of Scouting in his home, unit, school, and community. Scout spirit is defined as living the Scout Oath (Promise) and Scout Law in a Scout's everyday life. The board should make sure that good standards have been met in all phases of the Scout's life.
4. The board of review members should feel free to refer to the Boy Scout Handbook, Scoutmaster Handbook, or any other references during the review.

Appearance of the Scout

The Scout should be neat in his appearance and his uniform should be as correct as possible, with the badges worn properly. It should be the desire of the board to encourage the Scout to talk so that the review can be a learning experience for the candidate and the members of the board.

Suggestions for Questions

The following are possible questions for Scouts seeking advancement.

What do you like most in troop outdoor activities?

What new things did you do/learn on your latest camp-out/service project/troop meeting?

What did you learn/feel in giving service to others?

Why is being a Boy Scout important to you?

What are some of the best things you see in this troop?

What improvements/changes would you suggest for the troop?

What are your goals in Scouting?

Do you now how fulfilling requirement number _____ will help you?

These types of questions will help the boy to see the value and practical application of his efforts, as well as give the committee feedback and suggestions on the troop operations.

Scouts who are not advancing should also come before the board of review.

The board should show interest in these Scouts' rank progress. Ask the kind of questions that may reveal why they are not advancing:

Do you enjoy the outings/troop meetings?

Which of the requirements are most difficult for you?

What improvements/changes would you suggest for the troop?

Do you find that school activities are taking more of your time? Which ones?

Let the Scout know that he has the support of the board of review members and that there is no doubt that he can achieve the next rank. The Board's concern and supportive manner will both help the Scout's confidence and impress upon him the importance of advancement in his Scouting experience.

Composition of Board of Review and Procedures

This board of review is made up of at least three and not more than six members of the troop committee. One member serves as chairman, usually the committee member responsible for advancement. Unit leaders, assistant unit leaders, relatives, or guardians may not serve as members of a Scout's board of review.

The review should be conducted at a convenient time and location, such as a meeting, summer camp, or the home of a member of the troop committee. Because many boys are ill at ease when talking to adults, it is important that the board be held in a relaxed atmosphere. A certain amount of formality and meaningful questioning should be used during the review. **The review should take approximately fifteen minutes.** At the conclusion of the review, the board should know whether a boy is qualified for the rank or Palm. The Scout is asked to leave the room while the board members discuss his achievements. The decision of the board of review is arrived at through discussion and must be unanimous. If members are satisfied that the Scout is ready to advance, he is called in, congratulated, notified as to when he will receive his recognition, and encouraged to continue his advancement or earn the next Palm. If the board decides that the Scout is not ready to advance, the candidate should be informed and told what he has not done satisfactorily. Most Scouts accept responsibility for not completing the requirements properly. The members of the board of review should specify what must be done to rework the candidate's weaknesses and schedule another board of review for him. A follow-up letter must be sent to a Scout who is turned down for rank advancement, confirming the agreements reached on the actions necessary for advancement. Should the Scout disagree with the decision, the appeal procedures should be explained to him.

After the board of review is completed, the Scoutmaster is informed of all of the decisions that were made by the board of review.

Immediate Tenure - Delayed Recognition

When a boy satisfactorily completes his board of review for a rank or an Eagle Palm, tenure for his next rank or Eagle Palm begins immediately. However, remember, after a Scout satisfactorily completes a board of review, he cannot be recognized until that action is reported to the council service center on an Advancement Report. A monthly report keeps unit records current and is a good practice. The troop scribe should also keep a record in the Troop/Team Record Book for easy reference by the Scoutmaster and use by other boards of review. However, remember, at the conclusion of every board of review, it is the committee's responsibility to prepare and turn in to the local council office a copy of the Advancement Report, and ensure that the badges earned by the boys are obtained and awarded in a timely fashion.

Scouts 18 or older

Scouts who have completed all requirements for a rank prior to their 18th birthday should submit their application and be reviewed and recognized within three months after that date.

Appealing a Decision re: Eagle Rank

Two sets of circumstances may lead to the appeal of a decision. First, if the unit leader or unit committee does not recommend the Scout for a board of review, or if the unit leader or unit committee does not sign the Eagle Scout application, the Scout or other interested party may appeal the decision at the next level. Second, if the appropriate board of review does not recommend the applicant for the rank advancement, the decision may be appealed to the next higher level. The Scout, his leader, or his parents may appeal the decision. With all appeal applications, the final decision rests with the national Boy Scout Committee. In ascending order, levels are unit, district, local council, and national Boy Scout Committee. On receipt of an appeal,

the district or council committee responsible for advancement will provide for a prompt review to determine the facts. All parties must be interviewed either individually or as a group, but a confrontation should be avoided. A written report with all details must be prepared for the committee responsible for a decision or for forwarding to the national Boy Scout Committee. if necessary. All appeals to the national Boy Scout Committee must be processed through the Scout's local council. A copy of the Scout's Eagle Scout Rank Application must be included when petitioning at the national level.