

# Eagle Bay District - Erie Shores Council

## Guide to Board of Review



### What is the purpose of a Board of Review?

The members of a Board of Review should have the following things as their objectives:

To make sure that the Scout has completed the proper requirements for the rank that they are coming up for.

To see if the troop is doing what is necessary to make sure that the Scout is having a good learning experience in the unit.

To encourage the Scout to go as far as he can and get the highest rank possible. If not able, then why not and what can be done to help him or what does he need to go further.

A Board of Review can also be used to see why a Scout hasn't come before the board for advancement. Does he need help, are there problems that someone can help with, is there some encouragement that he needs to get him back on track.

A Board of Review is used as a quality control tool of the troop. It is to see if the troop is doing what is necessary to help all of the Scouts' advance when they are ready. It helps the committee act as a check and balance of the Unit Leaders, (Scoutmaster, Assistant Scoutmasters, Venture Leaders or Post Advisor). If the Scouts are learning what is necessary then a Board of Review will help the Unit Leaders see that they are doing the job properly. If the Scouts are having trouble then the committee can tell the Unit Leaders what they need to do to change some things in the troop meetings. It is not to be used to tear the troop leadership apart but to help them improve the quality of the program that the Scouts are getting.

It also is not to be used as a RETEST of the Scout. If he has all of his paperwork signed properly then he has already been tested and done what is required of him. The chairman of the Board of Review is responsible to see that all the paperwork is correct and that the dates and time limits have been met and that the proper merit badges have been earned for that rank.

The Board of Review is also an opportunity to get some input from the scout on what they want to do. The opportunity is there for the committee to get to know the Scout and he can also get to know them.

If the Scoutmaster has done his job at the Scoutmaster's Conference then he already knows what the scout wants out of the troop. You can get some great ideas from the scouts themselves.

### Who sits on a Board of Review?

For all ranks except Eagle the Board of Review consists of three to six members of the Troop Committee. The Troop Advancement Chairperson is the chairperson of the Board of Review. Relatives, guardians, Scoutmasters, Assistant Scoutmasters, Venture Leaders, Post Advisors, etc. may not sit on a Board of Review. Members of the community who are not registered Scouters may sit on a board of review; they should be knowledgeable about the Scouting program and the principles of Scouting. For example, the Chartered Organization Representative, a religious leader, an adult Eagle Scout (that is not registered with the troop) can and may be asked to sit on a Board of Review.

### **Who sits on an Eagle Board of Review?**

For the rank of Eagle Scout the Board of Review will consist of three to six members also. The District Advancement Chairperson or Vice-Chairperson along with two other representatives from the District will sit on the Board of Review. The Troop Advancement Chairperson and two other individuals from the Troop or the community may sit on the Board of Review. The Scout may request someone to be on his Board of Review, such as his religious leader, his Eagle councilor that helped him with everything, maybe even a teacher or adult friend that has helped him all of his life. That is acceptable. No relative, guardian, or Unit Leader (Scoutmaster, Assistant Scoutmaster, Venture Leaders, and Post Advisor) may sit on the Board of Review. The District Chairperson or Vice-Chairperson will be the chairman of the Board of Review. The Scoutmaster may attend the Board of Review; they will sit behind the Scout and are allowed to speak for the purpose of clarification on a point. If there is an individual that the Scout doesn't want there for whatever reason, except the chairperson of the Board of Review, they will be asked to leave by the chairperson.

### **How to run a Board of Review:**

The Scout is introduced to everyone by the Scout Leader.

The Scout should be in full uniform (local or unit custom may dictate what uniform is). If it is an Eagle Board of Review then the Scout should have a full uniform; pants, shirt, scarf and most definitely his merit badge sash.

The chairperson will ask the Scout to lead an opening using one or more of the following:

- The Pledge of Allegiance
- The Scout Law
- The Scout Oath
- The Scout Motto
- The Scout Slogan
- The Outdoor Code

For the lower ranks, one or two of the above should be sufficient. Usually the Scout will use the Scout Law and Oath. The higher the rank the more will be expected of the Scout. A nervous Scout may have to do it more than once, especially a new Scout. Everything should be done to put the Scout at ease.

The members of a Board of Review are invited to ask questions of the Scout, the questions should be open-ended type of questions to allow the Board to find out how and what the Scout thinks. If a Scout is nervous he will more than likely give a short answer, just add "Why?" The Scout can be asked about his academic life, his athletic goals, his religious activities, his family life, these are all areas that questions are asked about. The Board should know the Scout well enough after a couple of Reviews that they would understand the Scout pretty well. There may be some areas that are considered "out of bounds" for questioning, if a Scout is having trouble then you may want to stay away from those areas, i.e. his parents are getting a divorce, then don't ask family questions at this time. The members of the committee should make the chairperson of the Board aware of these areas if they know about them or even the Unit Leaders before the Board starts.

The time for a Board of Review should be from 15 to 30 minutes, with the shorter time for the lower ranks. When everyone has finished asking their questions the Scout is excused from the room. The board members then consider whether the Scout is ready for the next Rank or not, the board's decision must be unanimous. Once the decision is made, the Scout is invited back into the room, the Chairperson of the board informs the Scout of the board's decision. If the Scout is approved to advance then there should be general congratulations and Scout hand shakes all the way around. If there were issues that kept the Scout from advancing to the next rank, then the board must tell the Scout in precise detail what he needs to do to correct the problems for the next Board of Review. There should also be a date given for the next Board of Review for him to get everything accomplished to advance. The Chairperson must send a written follow up to both the Scout and the Scoutmaster, regarding the deficiencies and what the Scouts needs to do to correct them and advance.

### **How to run an Eagle Board of Review:**

An Eagle board is similar to a regular Boar of Review, except an Eagle Board of Review is more in depth. The time limits for an Eagle Board of Review will probably be 45 minutes to one hour. The Eagle Scout Rank Application must have all the appropriate signatures on it before coming to the District. The Scoutmaster must sign it, the Committee representative must sign it, the Council registrar (Karen Krieger) must sign it, and then it may come to the District Advancement Chairperson. There should be three copies of the application, his Eagle Project Notebook and his answer to the # 6 question given to the District Advancement Chairperson, and also three copies to the Troop Chairperson. The District Advancement Chairperson will contact the references listed on the Eagle application. After the Eagle Board of Review the District Advancement Chairperson will take the Eagle Application and the Eagle Project Notebook to Toledo to turn in to Karen if the Scout has passed the board. There it will be reviewed by the Scout Executive and sent to National Eagle Board of Review for their approval. This process will take approximately four to six weeks. If the Scout has passed he should contact Mr. Ken Dumminger of Dumminger Photography in Fremont, 901 E. State St., 419 – 332-8814 for his free 17 X 20 picture in his Scout uniform.

If the Scout has failed to pass the Eagle Board of Review, then the chairperson will tell him what he needs to fix or redo to pass the board. The Chairperson will also

send him a letter and a copy to the Scoutmaster and the Troop Advancement Chairperson stating just exactly what has to be done to fix whatever was wrong on the paperwork. If there is something else wrong then the Chairperson will write what the Scout has to do to be ready for the Board of Review and give him a date that he can appear again. This should be done in seventy-two hours.

### **Types of questions to ask:**

In the following areas you will find sample questions to ask at the Board of Review for all of the Scout Ranks. The questions for the lower ranks are easier and generally deal with what the Scout is doing in the unit and how he is applying what he is doing and learning. The higher rank questions are to find out how the Scout is using the lessons in his everyday life. It is also to see if he is showing leadership in everyday life as well as in Scouting. Remember the Board of Review is not to retest the Scout. Questions like; “What did you learn about...” or “Why do you think it is important for a Scout to do this merit badge?” are valid.

If a Scout appears nervous or anxious about the Board of Review ask a couple of easier questions maybe from a lower rank to ease his mind a little. Each rank will have easy questions as well as some harder questions; ask the easy ones if he is real nervous.

At each board there should be a question about advancing to the next rank. The reasons for this is to encourage advancement, please don't put undo pressure on the Scout. If you get a young man that is going to be seventeen and is up for Life Rank, then some pressure might be appropriate. Please stress the time frame to him, as we don't want him to loose sight of the goal.

*The Boy Scout Handbook* is an excellent source for questions, especially about the history of Scouting, also about what the Boy Scout Emblem and its parts mean or stand for. There should be more questions than you will have time to ask, so please be prudent in what you ask.

### **What every Scout should know.**

Every Scout should know the meaning of “Scout Spirit”. They may have all kinds of answers, many of which may surprise you a little. The real answer is to live by the Scout Oath and Law. It is correct to ask what the Scout Spirit means to him, how he demonstrates it in his everyday life at home and school.

### **SCOUT OATH:**

On my honor I will do my best  
To do my duty to God and my country  
And to obey the Scout Law;  
To help other people at all times;  
To keep myself physically strong,  
Mentally awake, and morally straight.

**SCOUT LAW:**

A Scout is...

Trustworthy,

Loyal,

Helpful,

Friendly,

Courteous,

Kind,

Obedient,

Cheerful,

Thrifty,

Brave,

Clean,

Reverent.

**SCOUT MOTTO:**

Be Prepared.

**SCOUT SLOGAN:**

Do a good turn daily.

**OUTDOOR CODE:**

As an American, I will do my best to –

Be clean in my outdoor manners,

Be careful with fire,

Be considerate in the outdoors, and

Be conservation minded.

## **Tenderfoot Rank**

This will be the Scout's first experience with a Board of Review. The Chairperson, before the board proceeds should explain the process to the Scout. The first few questions should be easy. The questions should also be worded to find out how he likes the Troop and his Patrol, how he fits in, what can the Troop do to make it easier for him.

Always encourage him to keep working on the other advancements and maybe explain about merit badges to him if it hasn't been done. Point out that he may already have things completed for the next two ranks.

This Board of Review should not take over 15 – 20 minutes.

### **1. QUESTIONS:**

2. When did you join our Troop?
3. How many Troop meetings have you attended so far?
4. What did you do at your last patrol meeting?
5. Where did you go camping on the last campout?
6. How would your first aid skills that you must know as a Tenderfoot help on a campout?
7. Where did you learn to fold the American flag? Tell us about how to do it and your experience with it?
8. How can you avoid poison ivy (poison oak, poison sumac)?
9. Where did you go on your hike? How did you choose the location?
10. If you were on a hike and got lost, what would you do?
11. Why do we have to whip or fuse the ends of a rope?
12. What is the "buddy system" that we use in Scouting? When do we use it?
13. Why do you think there are physical fitness requirements (push-ups, pull ups, etc.) and a retest after thirty days?
14. What does it mean to a Tenderfoot Scout to "Be Prepared"?
15. Do you feel that you have done everything you can to be prepared for the Tenderfoot Rank? Why?
16. What good turn have you done today?
17. Please give an example of how you obey the Scout Law at home or school?
18. What is the most fun thing that you've done so far?
19. What do you like best about the Troop?
20. What does it mean for a Scout to be "Kind"?
21. When do you plan on have your requirements for 2<sup>nd</sup> Class completed?
22. What do the stars on the Boy Scout emblem stand for?
23. What does the Eagle on the Boy Scout emblem stand for?

## **2<sup>nd</sup> CLASS RANK**

This is the Scout's second Board of Review. The process should be familiar, unless it has been some time since his last board.

Questions should focus on the use of Scout skills learned for this rank, without retesting those skills. The Board of Review should try to perceive how the Scout's patrol is working together and how the Scout fits in.

Encourage the Scout to get the rest of the requirements done for 1<sup>st</sup> Class.

This Board of Review should take 15 – 20 minutes.

### **QUESTIONS:**

1. How many patrol meetings have you attended in the last three months?
2. What did your patrol do at its last meeting?
3. Tell us about a service project in which you participated?
4. Where did you go on your last Troop campout? Did you have a good time? Did you use anything that you've learned so far?
5. Why is it important to be able to identify the animals in your community?
6. Tell us about the flag ceremony in which you participated?
7. What is in your personal first aid kit?
8. What have you learned about handling woods tools, axes, saws, knives etc.?
9. How are a map of the area you are camping in and a compass useful on a campout?
10. What does the scroll on the 2<sup>nd</sup> Class patch mean?
11. Have you done more than one "good turn" in a day?
12. Have you earned any merit badges? Which ones? Who was your counselor? If no, encourage him to get started and suggest an easy one.
13. Did you attend summer camp? (If not been in long enough) Are you going to summer camp?
14. What would you like to see our Troop do? Or, What do you want to see our Troop do differently?
15. How do you help out at home, school, or church?
16. What class in school is the hardest for you? What is the easiest class?
17. How do you live by the Scout Oath and Law in your everyday life?
18. What does it mean by "A Scout is Trustworthy"?
19. What did you do to complete the requirement regarding alcohol, tobacco or drug use?
20. When do you expect to complete the requirements for 1<sup>st</sup> Class?
21. What does the shield on the Boy Scout emblem stand for?
22. What does the background of the Boy Scout emblem stand for?

## **1<sup>st</sup> Class Rank**

The Scout should be comfortable with the Board of Review by this point. We should recognize and praise a Scout if he gets his First Class Rank in less than a year. By getting the First Class Rank he now becomes a leader in the Troop and should be encouraged to take a more active role in the Troop meetings and Patrol activities. If he hasn't started on merit badges by now then he should be encouraged to get started on some.

This rank also opens doors for the Scout, he can get elected into the Order of the Arrow, he can go to a High Adventure Camp and he can go to Jamboree or Philmont.

The Board of Review should not be over 20 minutes.

### **QUESTIONS:**

1. How many troop meetings do you attend a month?
2. What part of the Troop or Patrol meetings is the best?
3. What is the Scout Slogan? What does it mean to you?
4. Tell us about your last campout with the Troop? Where did you go? What did you work on? Did you have a good time? (If not then why not?)
5. If you were in charge of preparing a meal for the next campout, what would you fix?
6. As a First Class Scout, what do you think the Star, Life and Eagle Scouts will expect from you on an outing?
7. Does your family do any camping? What have you learned in Scouts that you have been able to teach your family to make camp easier?
8. Why do you think swimming is emphasized in Scouting?
9. What first aid skills will you probably use the most?
10. Why do you need to know the different types of plants in the area?
11. Are you comfortable using a compass yet? Do you need more help? Does the Troop need to work on compass and measuring skills more?
12. What does it mean to say, "A Scout is Courteous"?
13. What merit badges have you worked on? What did you learn from them?
14. How frequently do you attend religious services? Does your whole family attend?
15. What is the most fun that you have had so far in Scouting? What is the least fun thing?
16. How do you fulfill your oath to do your "Duty to Country"?
17. How do you define "Scout Spirit" for a 1<sup>st</sup> Class Scout?
18. Who was Lord Baden-Powell?
19. What does the fleur – di – lis stand for in the Scout emblem?
20. When do you think you might be ready for Star?
21. Is there more expected of you if you get 1<sup>st</sup> Class Rank?

## **Star Rank**

The Star Rank is putting more leadership on the Scout's shoulders. The emphasis is on service to others, merit badges, and stronger leadership roles in the Troop. One new concept is that now the Scout becomes the teacher not the one being taught.

Explore how the Star Scout can assist with leading his patrol or Troop. We can also see if the Scout understands the philosophy of Scouting and taking it with him in his everyday life.

This is usually where the Scout stalls out or stops for a while. We need to encourage all of them to keep on track and keep whittling away at the merit badges. We also need to encourage them to keep active, keep working on the requirements for Life and also to look at opportunities to lead.

The board should take approximately 20 minutes.

### **QUESTIONS:**

1. How many Troop outings have you been on in the last three months?
2. Tell us about the last service project you worked on?
3. What does it mean for a Star Scout to "Be Prepared on a daily basis"?
4. How have the Scout skills that you have learned helped you in non-scouting activities?
5. How many merit badges have you earned? What was the most difficult? (fun, easiest, most challenging, expensive, etc...)
6. Which is the more important: Becoming a Star Scout, or learning the skills prescribed for a Star Scout? Why?
7. Why do you think a Scoutmaster's conference is needed to advance a rank?
8. What is the most important part of a Court of Honor?
9. What leadership positions have you held outside of your patrol? What leadership positions have you held outside of Scouting?
10. How would you get a Scout to do an unpleasant task?
11. What extracurricular activities do you participate in?
12. What are your responsibilities at home?
13. What is our "Duty to God"?
14. How are the Scout Oath and Law a part of your life?
15. What is the Outdoor Code? Why is it important?
16. What does it mean when we say "A Scout is Loyal"?
17. Have you received any special awards or accomplishments in school, athletics, or church?
18. Are you in the Order of the Arrow?
19. Where was Baden-Powell from? Where did he hold his first Scout outing?
20. [Answer: Brownsea Island]
21. When are you planning on getting the Life Rank?

### **Life Rank**

The Life Rank is the final rank before Eagle. The Life Scout should be fully participating in the Scout Troop. He should be one of the leaders of the Troop. He

should hold an office or be working on a Leadership project to show his leadership abilities.

Merit badge work should be a regular part of the Scout's career. The Scout should be showing that he practices the values and concepts in his everyday life.

He should also be one of the teachers in the Troop. Showing the younger Scouts what to do and how to do it.

He also might have ideas that would help the Troop. Don't be afraid to ask him.

The Board of Review should last between 20 to 30 minutes.

## **QUESTIONS:**

1. What is the most ambitious pioneering project that you have assisted on? Where?
2. What has been your worst camping experience in Scouting?
3. What has been your best camping experience in Scouting?
4. Have you been an active part of your patrol and participated in the majority of things that they have done?
5. What are your hobbies?
6. Which of the skills that you have learned working on merit badges will you most likely take with you into your adult life?
7. Why do you think that the three "Citizenship" merit badges are required for Eagle?
8. What has been the most challenging problem for you as a leader in the Troop?
9. What can you tell a younger boy that will make him want to become a Scout?
10. How do you choose between a Scout activity, a School activity, or Church activity or family activity?
11. Why do you think that Scouts are required to do community service?
12. Why do you think a Board of Review is required for advancement?
13. How has Scouting prepared you for the future?
14. Why should a Scout be "Reverent"?
15. In what year was Boy Scouts of America founded? [Answer: February 8, 1910]
16. Who founded the Boy Scout of America? [Answer: William D. Boyce]
17. Have you found an Eagle Project yet? When do you expect to get started on it?
18. What school activities are you involved in?
19. What church activities are you involved in?
20. What is the most challenging problem facing a youth leader today?

## **Eagle Rank**

The Board of Review for Eagle is a lot different than other Boards of Review in which any Scout has participated. The members are not all from his Troop Committee like they have been up to this point. It is very important that the Scout feel at ease at this Board of Review. Introductions are very necessary, as there will be people there from the District that he might not know.

At this point, the goal of the Board is see what the character of the Scout is, if he is living up to the Scouting principles and showing the leadership that is essential of all Eagles. The Scouts whole Scouting experience will be looked at to see if he has learned what he needed.

Even though this is the final rank in Scouting, this is by no means the end of the Scouting Trail. Explore how he is going to continue to give service to his community and how he is going to stay active in Scouts.

### **QUESTIONS:**

1. What is the easiest point of the Scout Law for you to live up to? Why?
2. What is the hardest point of the Scout Law for you to live up to? Why?
3. What would you suggest for a new point to be added to the Scout Law?
4. What was the most difficult part of caring out your project?
5. Did you have trouble keeping the people helping you on track?
6. What is the most memorable camping experience that you have had?
7. What is the job of the Senior Patrol Leader in the Troop?
8. What do you believe is expected of an Eagle Scout?
9. What would you change in the Scouting program if you could?
10. What would you do differently if you were Scoutmaster of your Troop?
11. How can you help improve your Troop to make it more enjoyable for all Scouts?
12. What did you have trouble with on your project?
13. Did you have trouble telling adults what to do on your project?
14. What would you do differently if you were to do this project all over again? What would make it easier?
15. What plans do you have in the future for Scouting?
16. What is the biggest issue facing the youth of our country today?
17. If you moved in beside me, how would I know that you were an Eagle Scout without you telling me?
18. What is the best thing Scouting has done for you?
19. What do your friends say when they find out you are a Scout? What are they going to say when they learn you are an Eagle Scout? Will they look at you differently?
20. Why do you deserve to be an Eagle Scout?
21. How do you know when a Scout is active in his unit?
22. What can Scouting do to get more Scouts active and keep them active?
23. Why is a belief in God (Supreme Being) a part of Scouting?
24. If you are turned down tonight what will you do then?
25. What one thing have you gained from your Scoutmaster conferences?

### **Eagle Palms**

Eagle Palms are awarded for continued leadership and skill development after the Eagle Rank has been earned. The Scout can earn a Palm for every five merit badges that he earned over the twenty-one required for Eagle. They may earn Palms after their eighteenth birthday according to the Advancement Guidelines up to six months for the merit badges that they have. The Eagle Scout needs to be active in his Troop and helping with the leadership of the unit.

The time limit for this Board of Review should be 15 minutes.

### **QUESTIONS:**

1. As an Eagle Scout, have the Scout Oath and Law gained new meaning for you?
2. Since earning your Eagle Rank what merit badges have you earned?
3. Since earning your Eagle Rank (or Palm) what service projects have you helped with?
4. How do you plan to continue your involvement in Scouting?
5. What can you do to help any Life Scout carry out his project?
6. If a Life Scout is having trouble finding a project, how can you steer him to one?
7. What would you say to a Life Scout that has eight months to go before his eighteenth birthday?
8. Have you begun “giving back to Scouting more than Scouting has given to you”?
9. What is the primary role of the Scoutmaster?
10. In what year was the first World Jamboree held? [ Answer: 1920]

**These questions are by no means the only ones that you can ask. They are to be used as a guide to give you some ideas and maybe you would want to ask them anyway. There are lots of questions that are relevant to Scouting that can be asked. The Boards of Review should be short and sweet and to the point. A new Scout may take a little longer to understand the process and an Eagle will take longer for you to get to know his character and see if he is worthy of the Rank. Always remember we are not to retest the Scouts only verify that they have met the requirements for the Rank.**

**The following pages come from several sources, some of it is personal knowledge from sitting on Boards of Review, and some of it has been picked up here and there. Some ideas come from the Internet, the website can be found through the MacScouter. Thanks to Ray Klaus and a lot of other individuals that have asked some of these questions over the years. This is a tool to help you get ideas, not tell you that you have to ask the questions this way. Some of the best questions may come from the Scouts themselves. I hope that this gives you a basis to work from.**

**Charlie Horne Eagle Bay Advancement Chairman**

December 2005 Rev.

