

Scoutmaster Conference (SMC) Scheduling

All rank advancement requires a SMC.

- **Ranks: Scout, Tenderfoot, 2nd Class, & 1st Class**
 - These ranks have their SMC done by the patrol Assistant Scoutmaster (ASM) or Trail to 1st Class (TFC) ASM.
 - After SMC the Scout should schedule BOR (Board of Review) at this time with the BOR ASM.
 - The ASM is responsible for reporting the SCM to the Advancement Coordinator (AC) and the BOR ASM in person or by email.
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- **Ranks: Star, Life, Eagle & Palm**
 - These ranks are done by the Scoutmaster (SM).
 - It is the **Scout's responsibility** to schedule his SMC with the BOR ASM in person or by email. This includes campouts.
 - The Scout must review the following before contacting the BOR ASM:
 - Get either a History Report or Palm Application from the AC.
 - Check rank requirements in book and history report.
 - Required Time in rank.
 - Position of responsibility.
 - Required Merit Badges.
 - Service Hours.
 - Project (Eagle Only)
 - Application (Eagle & Palm)
 - Have both history report and book sign-off by an ASM or Patrol Leader.
 - Submit signed history report and book to BOR ASM for review.
 - If all is well he will schedule Scoutmaster Conference (SMC) for the next week's troop meeting or campout.
 - If BOR ASM is not available at the meeting, contact him by email (Subject SMC). Your book and report will be reviewed at the next troop meeting. Be prepared for SMC at that meeting if all is well.
 - At SMC, have the SM review and sign your book.
 - After SMC, the Scout should schedule BOR at this time with the BOR ASM.

SMC	Scoutmaster Conference
BOR	Board of Review
SM	Scoutmaster, Mr. Sickler, or backup, Mr. Lee
ASM	Assistant Scoutmaster
TFC	Trail to First Class
AC	Advancement Coordinator, Ms. Coleman, email kimsusan@grandecom.net
BOR ASM	Board of Review Assistant Scoutmaster, Mr. Sirney, email jjs_work@verizon.net

**Parents: This is the scout's responsibility,
let them be responsible.**

Board of Review (BOR) Scheduling

- **Ranks: Tenderfoot, 2nd Class, 1st Class, Star, Life, Palm** are scheduled by the Board of Review (BOR) Assistant Scoutmaster (ASM).
 - Eagle BORs are not scheduled by the BOR ASM.

- **BOR Scheduling:**
 - It is the **Scout's responsibility** to schedule a BOR.
 - Show the BOR ASM your Scout book and/or Palm application with the SMC section signed off for the desired rank.
 - If the BOR ASM is not present, contact him by email and be ready with the above and below requirements at the next troop meeting.
 - Must contact 1 day or more prior to the troop meeting by email.
 - **No book, no signature, BOR will not be scheduled.**

- **BOR Requirements:**
 - Need to check in with BOR ASM on the day of your BOR.
 - Requirements: (even on campouts)
 - Book (must have book for all BORs, **no book, no BOR**)
 - Palm Application (if needed).
 - Full Class A uniform including neckerchief and slide, belt, socks.
 - Uniform must have patches up to date. Especially rank, if you have not received your latest rank badge yet, it is ok.
 - Hat and sash are optional.
 - **If you do not meet the above requirements, No BOR.**
 - **There are only 4/5 slots for BOR per troop meeting, depending on the ranks being reviewed. If you are not scheduled you may not get in. Campout BORs must be scheduled as well.**

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ASM	Assistant Scoutmaster
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AC	Advancement Coordinator, Ms. Coleman, email kimsusan@grandecom.net
BOR ASM	Board of Review Assistant Scoutmaster, Mr. Sirney, email jjs_work@verizon.net

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