

# Clifton High School



## Mustang Band

### Student Manual

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# The *Chs* Mustang Band

The Mustang Band forms an integral part of high school life and is recognized as a total school co-curricular activity. It is the largest and most colorful student organization on the campus of Clifton High School.

Prof. James A. Mascoti organized the Band in 1938 with thirty-nine members. Since then, membership has grown to over one hundred fifty and more. The Band enjoys an enviable reputation as one of the Nation's outstanding high school programs; recognized for its precision marching and unique style reflecting the brilliant pageantry and showmanship which represents a long-time tradition of theme-based shows and "jazzy" musical styles. Wherever they go, the Band is a goodwill ambassador for the school, city, state, and country, through the excellence of its performance, and the character and pride of the students who comprise the Mustang Marching Band.

The Mustang Marching Band performs at all Clifton High School football games both home and away. They perform at any post-season games that the team may attend. Additionally, the Band marches at civic events throughout the year; such as the annual Halloween Parade, Veterans' Day Parade, and Memorial Day Parade and ceremonies. They also perform at several band festivals each season and they travel at regular intervals around the United States, Canada, and Europe.

Each August during the weeks before classes begin, the Band holds its annual Marching Band Camp. This camp involves auditioning, extensive marching drill, and playing exercises designed to familiarize new members with the Mustang Marching Band style, and "warm up and refresh" returning members. The fundamentals, pre-game show, first halftime show, and much of the season's music are also rehearsed during camp. Other camp activities include uniform and equipment check out, sectional rehearsals, and social functions.

The Mustang Band has five prime objectives:

1. **Culture:** To continue the development of music appreciation and understanding through the study and performance of the best possible literature.
2. **Education:** To develop competent, confident young performers and future musicians, teachers, professionals, and leaders.
3. **Service:** To lend color and atmosphere to certain athletic, student body, and civic events while promoting and enhancing the dignity and reputation of the school through traditional on and off-campus appearances.
4. **Citizenship:** To develop the ability to function as a responsible member of a diverse group and promote the idea of un-ending progress.

5. **Recreation:** To provide students with an opportunity for worthy use of leisure time, an emotional outlet, and social interaction.

The Mustang Band provides additional opportunities for students to participate in our performing organizations as talents, times, and interests will allow. Students are encouraged to audition for positions in: Concert Band, Wind Ensemble, Brass Band, Jazz Band, Orchestra, and a number of small chamber ensembles available for woodwinds, brass, and percussion.

Opportunities are also provided for you to gain valuable experience in supervision, organization, and the administration of Band policy as a member of the Student Staff. Experience of this type has proven to be a most valuable asset to former students following their graduation from high school and upon entry to high education and later their entry to professional activities.

Each member of the Band is strongly encouraged to register for regular band classes and of course everyone is encouraged to take private lessons on his/her major instrument. This will ensure private practice and provides a means of correcting issues of performance encountered by the individual Band member.

Membership in the Mustang Band is both a privilege and a responsibility. The Band has an outstanding record of achievement and performance, which is maintained only because of the interest, enthusiasm, and cooperation of its members. All Band members share the same goals and responsibilities: the perfection of playing and marching, and the support and encouragement of a positive attitude. The latter is perhaps the most important of those responsibilities. The four D's of Band should become a way of life for you and will become a guiding light for your future as a Mustang Band member and beyond. The Desire, Dedication, Drive, and Discipline needed to succeed here will carry you if you truly believe and work hard.

Most of all, Band should be fun for everyone involved, including the directors. It is our intent to be as specific as possible in this manual so that you will know what is expected of you. A positive attitude is essential for motivating each other for performing to our fullest artistic potential. We assume that you are in Band to fulfill that potential, represent Clifton High School, and have a good time. As Clifton Board of Education employees, it is our job/responsibility to adhere to Board policies. You are responsible for the policies regarding personal conduct in the CHS Student Handbook. All policies will be followed any time you are attending a band-related activity representing CHS (on or off campus; in or out of uniform). Please do not put your fellow students, directors, or staff in a situation that would compromise our professional positions or the integrity of CHS and the MUSTANG BAND.

## Membership/Eligibility

1. All members of the Mustang Band must be enrolled in Clifton High School.
2. All members of the Mustang Band are selected by competitive audition by qualified instrumental instructors. The position of regular or alternate is subject to review by the Director. It should be noted that alternates play an important part in the success of the Band.
  - a. Alternates are members in full standing of the Mustang Band and are subject to the same rules and regulations that apply to the Band as a whole.
  - b. Alternates are invaluable to the Mustang Band as they are called upon (sometimes at very short notice) to substitute for a block regular member who has fallen ill, had an emergency, or has received some sort of disciplinary action.
3. No student will be permitted to practice or perform in Band activities unless he/she has had and passed a physical examination. The school physician and/or examining physician, in conjunction with the school trainer, will be the sole judge of whether a student is physically able to participate in Band activities. If there is any question of physical eligibility, the school physician or personal physician shall render the final decision as to the student's fitness for participation in Band Activities. **NO** student shall participate until proper medical and parental permission forms are returned to the Band Director for future reference. It is the parent's responsibility to notify the Band Director in writing of any special medical problems.
4. All Mustang Band members must maintain the academic standards established by the Board of Education policy for extracurricular athletics.
5. Any Band member who is suspended from school may not participate in any activity until reinstated in the school and is meeting school requirements.
6. Suspension or resignation of a Band member from any unit clearly means suspension or resignation from all units (marching band, concert bands, wind ensemble, jazz band, or any other ensemble).
7. The Director and/or the principal have the right to remove anyone who is detrimental to the organization at any time.
8. Each position or chair is subject to challenge from any member within the organization. The Band Director will determine the results.
9. Each musician should elect to take a credit earning band class. This is vitally important to make possible the preparation for marching drills, and provide the necessary musical study and development. This requirement may be waived by the Band Director and Principal or his/her designee.

## **Audition Requirements**

1. Students will audition competitively and must attain a minimum score of 70%.
2. Auditions will be of the “blind variety.”
3. New Jersey All State Band Standards will be used as the “norm” for all audition scores. Judging areas of tone quality, intonation, facility, range, musicianship, and rhythmic accuracy.
4. The requirements are as follows:
  - a. Major scales: 5 #’s and 5 b’s, two or three octaves where applicable, tongued articulation in the standard rhythmic pattern
  - b. Chromatic scale: slurred in even octaves within the practical range of your instrument
  - c. A prepared etude/solo given to you in June prior to the close of school
  - d. Sight-reading piece of the Director’s choice

## **General Operating Procedures for Performance and Rehearsals**

1. There will be no playing in the halls before or after rehearsal or outside when falling in for drill.
2. The Director or his designee will call the role at the beginning of rehearsal or performance formation.
3. There will be no wandering around the building during band camp, or other rehearsal times. Restrict travel to between the Band room and the North wing lavatories and fountains. NO ONE is permitted to go to their lockers after rehearsals. The building is off limits after 4:00pm. Use the Band room exit after all Band related activities.
4. Rehearsals will begin promptly at 2:35pm, beginning with pre-rehearsal warm-ups (physical conditioning and instrumental). Following warm-ups, members will fall in quickly and quietly for attendance when the signal is given by the Drum Major/Majorette, Assistant, Director, or any other designee. Rehearsal ends at 5:30pm unless there are “band issues” which might cause us to stay later.
5. All music, field charts, instruments, a pencil, and other material pertinent to rehearsal must be brought to all rehearsals.
6. Every Band member should arrive at rehearsal attired properly according to the season. Comfortable sneakers with good arch support and socks are the only appropriate forms of footwear. No flip flops or bare feet will be tolerated. You must wear nonrestrictive pants/shorts. This is for your own health and safety. It is also advisable to have some form of foul weather gear stuffed in you school locker for those questionable days.

7. No electronic devices are permitted in rehearsal or performance space. Personal tuners are the exception.
8. Memorization of all music is mandatory during the marching season or any marching performance.
9. Never assume that a rehearsal or performance is cancelled due to inclement weather. You will be notified.
10. Complete cooperation with all persons in authority is necessary. These include Drum Major/Majorette, Drill Instructors, Rank and File Sergeants, Section Leaders, the Director, Assistant Directors, and at times other teachers, parents, or designees. The directions given by the aforementioned people are to be followed quickly, cheerfully, and without question.
11. Drill Instructors, Sergeants, and Section Leaders are responsible for assisting with the marching and musical training of their ranks under the direction of the Director and assistants. Any individual can be removed from a position of leadership if he/she fails to fulfill the duties of their title.
12. During transport to away games or festivals there is to be no playing of instruments on the motor coaches or buses. Stay seated and obey any instructions given by the driver or adult in charge in case of emergency etc.
13. Stay seated in the stands where assigned (try to keep straight ranks and files). Remain standing until all are in the stands upon arrival.
14. Don't throw anything in the stands.
15. There will be no eating or drinking while in uniform. Apples will be provided for refreshment after halftime.
16. Go to the bathroom before you leave for a performance. If you absolutely must "go," find a buddy to go with you and get permission from a director. Some of the places we perform at have less than desirable facilities, if any at all... better to be safe than sorry.
17. Spirit is great; but language used should reflect favorably on the Band.
18. Everyone will cheer together and play together. Watch the directors for clean starts and cutoffs of numbers performed.
19. Hats are to be worn or removed as a group when entering or leaving the stands.
20. All rise and play T Fight for kickoffs.
21. At each touchdown, we play Buckeye at C one time, sing one time, and play again.

22. After the game, Rank Sergeants will collect all plumes.
23. All Band members are to remain in formation until they are dismissed.
24. In accordance with School policy, there will be no smoking, use of alcohol, or drugs. Any member caught in such violation faces disciplinary action which could result in immediate dismissal from the CHSMB.
25. Fridays are dress up days. Generally, the boys wear shirts and neckties. The girls wear dressy slacks or skirts. Very little denim is worn. At practice everyone should wear a form of CHSMB shirt.
26. At games, only Band members sit in the stands. Friends, alumni, parents, etc. do not come to visit. We are there to work, not socialize.
27. In order to protect your belongings, don't keep anything valuable in your case.
28. If you have an expensive instrument (Buffet clarinet, Bach trumpet, etc.) don't use it outside for Marching Band. Acquire a less expensive instrument or a school-owned horn.

### **Attendance**

1. Attendance at rehearsals is one of the most important keys to success. In an ensemble, your active participation directly affects the performance of the entire group. Therefore, you must always make a concerted effort to be in attendance.
2. Attendance is taken during the warm-up formation at the beginning of rehearsal. If you are not in your position when the attention whistle is blown, you should fall in at the ladder until attendance is completed. This is not a measure of punishment, and should not be construed. It is simply a procedure for getting an accurate attendance record. You and you alone are responsible for signing in on the attendance clipboard, located at the ladder.
3. Absence requests due to personal or family matters should be presented at the beginning of the year or no less than one week in advance of the conflict in writing to the Director. The Director will then determine if the reason for missing is legitimate and inform the person of his/her decision.
4. Legitimate reasons for absence are:
  - a. Personal illness
  - b. Religious observance
  - c. Death in immediate family
  - d. Emergencies
  - e. Events of a one-time nature

5. Homework, study, rain, missed buses, doctor or dentist appointments are not excuses for missing rehearsal or performance. Habitual absence or tardiness will result in dismissal from CHSMB.
6. Any unexcused absence from a rehearsal will result in the Band member not being allowed to perform in the next show. However, attendance is still required at rehearsals and the next performance.
7. Any members planning to be tardy or leave rehearsal early should notify the Director as soon as possible.
8. Tardy to rehearsal is defined as arrival to the practice field or Band room after 2:35pm (except with a remedial/tardy form signed by the teacher and presented to one of the directors upon arrival at practice). There will also be a clipboard on the ladder or director's podium for you to sign. Two tardies are equal to one absence.

**Any unexcused absence from a performance will result in immediate dismissal from the CHSMB based on the Director's and administration's discretion.**

### **Notifications**

1. All performances and rehearsals will be posted on the Band room blackboard and will be noted on monthly calendars. The most up-to-date information and calendar will be shared via e-mail and available at our website: [www.cliftonmustangband.com](http://www.cliftonmustangband.com).
2. All members should check the bulletin board, blackboard, and their email daily for Band information.

### **Music**

1. At the beginning of his/her first season, each musician will receive a packet containing all of the fight songs and standard repertoire of the CHSMB. Take care of this packet as you will need it for the next four years.
2. At the beginning of each new season and before each new show, you will receive a packet of new music to be learned.
3. All Band members are responsible for their own music. Damage or loss of music will be charged against the member to whom it has been assigned (\$0.25 per sheet).
4. If you need music, write the title and part needed on a music request form and hand it to the Band Manager or Librarian.

5. All marching band music must be memorized! Failure to do so could jeopardize your Block Band position. You are allowed to use music and are expected to at every rehearsal. In the event of changes to the program, the Band member can make changes on the part with minimum confusion.

## **Instruments**

1. The school maintains a selection of musical instruments. There are loaned without charge and as needed and available only to those enrolled in the Mustang Band program.
2. In some cases (particularly at the Brass Band and Wind Ensemble level), students will be asked to sign out a certain school owned instrument, even if they own a similar type, in order to provide a greater uniformity of sound.
3. To obtain an instrument, the student must first fill out an instrument loan form, have it signed by a parent or guardian, and return it to the Band Quartermaster.
4. Students using school-owned instruments are held fully responsible for the maintenance and repair of the instrument. Normal wear and tear on the instrument is acceptable, but nothing else. Excessive damage repairs will be charged to the student. Report cards and diplomas will be held until payment is made. You receive the instrument in good condition and will return it that way (all slides etc. in good working condition).
5. Any damage to school owned instruments because of accident or any reason must be reported to the Quartermaster and Band Director immediately.
6. Instruments checked out by a particular student may not be loaned to or “traded” with another student. Each Band member is authorized to use only the instrument he personally has checked out.
7. Any loss of an instrument must be reported to the Quartermaster and the Band Director immediately.
8. All school owned instruments are to be returned within one week of the final performance at the end of the school year (generally the Memorial Day Parade). If a student is dismissed or resigns from the organization, the school own instrument must be returned immediately.
9. Certain school owned instruments are available for summer sign out. This will be done after the annual instrument inventory is taken in June.
10. If you use a school owned instrument, we suggest that you use or purchase your own mouthpiece. Sousaphone/tuba players may sign out a mouthpiece and extension bit. There is a \$15.00 deposit for each. The deposit will be returned when the mouthpiece is returned.

11. All instruments should be clearly labeled with your name on the outside of your case.
12. Under no conditions will a student use another student's instrument without permission. This applies to interchanges of mouthpieces and other accessories.
13. Only percussionists are permitted in the percussion section.
14. Instruments are to be stored, in their cases, in the lockers provided. Larger instruments will be kept in the designated storage area. The Director reserves the right to search lockers and the storage area without permission at any time.
15. Instrument storage facilities are provided for the convenience of all students enrolled in the Mustang Band, but neither the school nor Band will be held responsible for the security of the instruments. It is strongly suggested that instruments be insured.

### **Uniforms**

1. The Mustang Band uniform consists of a coat, trousers, citation cords, spats, hat, and plume. The student must provide white gloves, black socks, and black shoes (plain uniform shoes with no raised seams and corfam material for the highly polished military look). A white or gray t-shirt must be worn under the uniform at all times.
2. All uniforms are issued in the fall freshly dry-cleaned. The student is expected to keep the uniform neatly pressed and, if needed, dry-cleaned during the school year. Only bring your uniform to Deluxe Cleaners on Main Avenue for dry-cleaning.
3. After a uniform has been worn, it should be hung in the open on a wooden hanger until it has been completely dried out. Never put a uniform away while it is still damp.
4. Each Band member is responsible for any damages done to his/her uniform. Normal wear and tear is acceptable; nothing else. Band members are held responsible for any loss of parts of the uniform. The Quartermaster and Band Director should be notified immediately in case of loss or extreme damage.
5. Where there are mitigating circumstances, such as a hat being stolen at a football game and where the loss is reported to the Director within a few hours, the loss may not be charged to the individual.
6. Uniform jackets and trousers may be tailored only to the extent of letting out or taking in; **NO MATERIAL IS EVER TO BE CUT OUT OF THE UNIFORM.**
7. The Band member is responsible to see that his/her uniform is not borrowed or used by persons not enrolled in the Mustang Band program. This policy is established in order that the dignity of the CHS Mustang Band uniform is maintained.
8. All uniforms are clearly numbered.

9. Uniforms are to be returned within one week after the final performance in the spring. If a member is dismissed or resigns, the uniform is to be returned immediately.
10. You are responsible for lost parts, be sure to check your uniform before Friday to get missing parts replaced if necessary.
11. No part of the uniform should be worn anywhere except at designated CHSMB performances.

### **Personal Appearance**

1. Band members will be well groomed at all times during any public appearance. All Band personnel will present themselves for public performance with a well groomed haircut in accordance with the accepted contemporary style. Men may have a neatly trimmed mustache, but no beards or other facial hair will be permitted. Hair must be put up into the hat so that no hair is over the collar. This hair rule does not apply to Mustang Majorettes.
2. The Band uniform is to be cared for and worn so that it will always make the best possible appearance. During the school year, the Band members are under the scrutiny of thousands of people, and Band members are expected to maintain the high standards of appearance held for many years by the Mustang Band.
3. You are either all in or all out of uniform. Never come to a performance partially dressed and never leave undressing. Put the entire uniform on at home and remove it at home.
4. White gloves and spats should be cleaned each week. Shoes should be cleaned and polished.
5. Trouser leg length should be four inches from the ground when standing at Attention (roughly at the third snap from the bottom on the spat). The cuff does not touch the top of the shoe.
6. The entire uniform should be pressed crisply before each performance.
7. Inspection is conducted by Rank Sergeants and the Director or his designee prior to every performance.

#### Uniform:

- a. Black shined shoes
- b. Clean spats
- c. Uniform is cleaned and pressed
- d. All parts intact and not missing
- e. Clean gloves
- f. Longer hair worn up in hat for men and women
- g. Pant leg proper length

**Instrument:**

- a. All parts working (slides, valves, etc.)
  - B. Outside of instrument shined
  - c. Inside cleaned
  - d. Clean mouthpiece
  - e. Drums cleaned and polished (clean heads and sticks)
  - f. Cleaned and polished cymbals
8. The feather plume is worn only during performance. It will be reissued and collected before and after each performance by the Rank Sergeant.
9. No jewelry of any kind or heavy makeup is to be worn while in uniform by girls or boys.

### **Rain Gear**

Individuals should purchase a plastic poncho for “just in case” situations. Although the Band has some ponchos, we may not have enough to go around to everyone and we cannot always depend on the quality of those we have.

**Remember:** *Pride is one of the hallmarks of the CHS Mustang Band. Pride is easy to preach about but hard to instill, and even harder to maintain. For this year’s Band to match the Pride exemplified by Mustang Bands in the past, every individual must work hard, prepare well, and perform exceptionally. Perfection is a goal of every CHSMB.*

## **Mustang Majorettes**

1. The Mustang Majorettes are an integral part of the Mustang Band's performance. All rules set forth in this manual pertain to the Majorette Squad. They are expected to perform whenever the Marching Band performs unless otherwise notified by the Band Director or his/her designee.
2. Membership is based on an audition held each spring. Prospective and returning members must attend training sessions held during the winter and spring months known as Majorette Club. Audition requirements are taught at that time. Twirling ability, marching ability, and poise are some of the areas covered at the audition.
3. The Majorette Uniform consists of the jacket, skirt/pants, hat, and cape. The individual member is responsible for purchasing gloves, briefs, and black boots.

## **Color Guard**

The Color Guard, like the Majorette squad, follows all of the performance and rehearsal schedules and rules of operation of the Mustang Band. The Guard has several methods for membership. Audition in the spring as the Majorette Squad does following winter clinics or by suggestion of the Directors to alternate members of the Band. The Guard wears the same uniform as the Band.

## **Fundamental Drills**

The purpose of these fundamentals is to assure the attainment of absolute precision in the organization. Precision entails such careful detail as uniformity of knee lift, instrument and arm swing, and the uniformity of movement in the natural body motions. Although these are primarily technicalities, the responsibility lies on the individual, his/her attitude, and intense desire to master these fundamentals to the flawless point of execution.

### **Fall In**

This command is given at the beginning of practice or performance either verbally or as a long whistle blast. Talking and instrument noise stops immediately and completely. The Drum Major/Majorette or Director designates where the Right Guide is to stand and all other bandmen fall in assuming the proper rank and file position at the correct distance and interval. Attention will usually follow the command of "Fall In" and the roll will be taken.

#### Position of Attention

1. Heels together and balls of feet on the same line
2. Toes turned out at equal distance of 45 degrees
3. Knees straight but not rigid
4. Hips level, shoulders square and down
5. Chest held high
6. Stomach in
7. Head up, chin in and up, eyes straight ahead
8. Arms – right holds instrument – left is straight, fingers slightly curved, thumb against trouser seam
9. Weight equally distributed between the balls and heels of feet
10. Stand erect, line up ears, shoulders, hips
11. NO TALKING

#### Position of At Ease

1. Balls of feet on same line and spread about three feet apart (shoulder width)
2. Feet turned out 30 degree angle
3. Knees straight but not rigid
4. Hips level
5. Chest held high, shoulders square and down
6. Stomach in
7. Head up, chin in and slightly up, eyes front
8. Hands grasping instruments as described in instrument position section
9. Weight evenly distributed between balls and heels of feet
10. NO TALKING

## Instrument Position

1. Attention, Carry Position
  - a. All instruments except basses and drums
    - i. Instrument held in right hand
    - ii. Arm bent at elbow, holding the instrument parallel to the ground
  - b. Basses and drums (in up position)
    - i. Basses – right hand on valves, left at side
    - ii. Drums – sticks in right hand, left at side
  - c. Basses and drums (in down position)
    - i. Bass held at right side, bell up, left hand at side
    - ii. Drums on ground in front, both hands at sides
2. Ready position (all instruments except basses and drums)
  - a. Horn in front of body, perpendicular to ground with both hands on the instrument. Elbows in close to the body
3. At Ease (all instruments except basses and drums)
  - a. Drop to perpendicular to ground, resting against leg. Ready position at ease has horns at sides as in carry position

## System of Abbreviation

This system is to be used for marking music and understanding the language of field charts, drill sheets, etc.

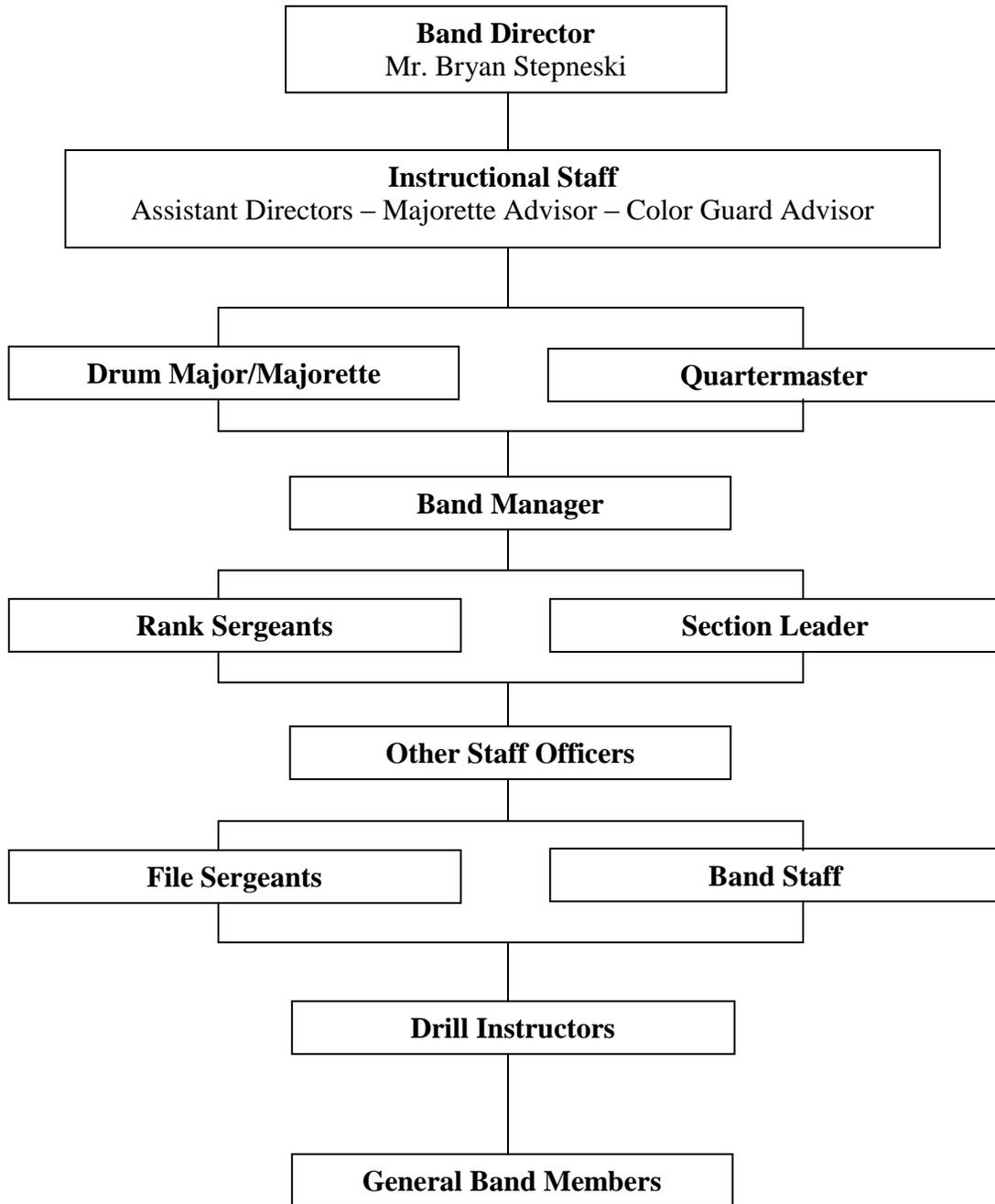
1. L – a stop with the left foot
2. R – a stop with the right foot
3. FM – forward march
4. TTR – to the rear
5. FF – fake flank march
6. LF – left flank march
7. MT – mark time march
8. F – freeze
9. HS – half spin – noted “SSSS”
10. 3s or TS – three quarter spin
11. K – kick
12. RB – rare back
13. KD – kick-down
14. HU – horns up – noted “OOUP”
15. OOUP – over out up play
16. DN – down (usually on right knee at the end of a drill)
17. MAKE UP YOUR OWN!

## Vocabulary

1. As You Were – return to previous position and assume that position
2. At Ease – legs shoulder width apart, no talking
3. At Rest – left leg moves, talking allowed
4. Attention – attitude of readiness for action on receiving orders
5. Block Band or Basic Formation – Band members in assigned position by rank and file
6. Box Counter March – maneuver that turns the Band around by using a number of left flanking movements
7. By the Numbers – to rehearse a maneuver by counting or calling steps aloud
8. Cadence – drum beat, speed, or tempo
9. Column Right (or Left) – entire rank or squad turns on a right or left pivot
10. Command of Execution – tells you when to do perform a command
11. Company Fronts – two or more ranks forming a line
12. Count Off – numbering system for the purpose of designation
13. Cover – correct alignment in files. Stand or march directly behind the Bandsmen ahead of you
14. Cut Off – to stop playing immediately, generally for comments or corrections. Can occur any place in the music
15. Diagonals – alignment at 45 degree angles to files and ranks
16. Dismissed – performance or rehearsal is finished
17. Distance – space between Bandsmen in vertical lines (files)
18. Dress – to arrange or correct ranks looking left of right
19. Fall in – Take up position in Block Band
20. Fall out – Bandsmen may leave basic formation but must remain within hailing distance
21. File – not less than three Bandsmen behind one another
22. File Sergeant – assists rank sergeant and takes charge in his/her absence
23. Flank – abrupt change in direction 90 degrees to the right or left by each person
24. Flip – slang for pivot to the right, left, or rear; executed precisely on the beat
25. Freeze – absolute immobility, regardless of position
26. Half Step –  $11\frac{1}{4}'' = 16$  steps to 5 yards;  $15'' = 12$  steps to 5 yards
27. Hold – stand fast
28. Horn – slang for your instrument
29. Horns Up – maneuver to bring horns into playing position in specified number of counts
30. Increase Front – make interval larger
31. Interval – space between Bandsmen in horizontal lines (ranks)
32. Kick Down – foot and leg movement terminating mark time or marching; all motion stops
33. Knee Lift – term used to describe the action involved in raising your knee while marching; upper leg is raised with thigh parallel to the ground
34. Left Dress – not to be ahead or behind Bandsmen to your left
35. Left Guide – Bandsmen at the extreme left of a rank
36. Mark Time – marching in place, keeping a steady rhythm with the balls of feet. **PICK UP YOUR KNEES!**
37. Number – the letter and number system used by the Band to determine individual positions in Block Band

38. Oblique – 45 degree turn to the left or right
39. Pivot – axis or point of revolving (person or foot)
40. Posture – carriage or bearing of your body
41. Preparatory Command – tells you what command to perform
42. Rank – not less than three Bandsmen standing side by side
43. Rank Sergeant – person in charge of all movement and action of a particular rank
44. Rare Back – a flashy movement exaggerated by moving the instrument in an up-down action at the end or beginning of a number. Instrument is pointed up at a 45 degree angle as the body leans back and left leg comes up with toe pointed
45. Reverse Ranks – a maneuver that turns the Band around by using a number of left flanking movements
46. Right Dress – not to be ahead or behind Bandsmen to your right
47. Right Guide – Bandsmen at the extreme right of a rank
48. Section Leader – person in charge of dispersing and checking to make sure all Bandsmen have music and have learned it; there is one section leader for each group of instruments
49. Single File Breakaway – a maneuver which moves the Band to a new position file by file
50. Single Rank Breakaway – a maneuver which moves the Band to new position rank by rank
51. Split the Difference – exactly halfway between the people on either side of you
52. Stand Fast – verbal command instructing the Band or portion of the Band to hold its position
53. Step – 22 ½” or 30” in length (22 ½” = 8 steps to 5 yards; 30” = 6 steps to 5 yards)
54. Step Two from Center – Bandsmen step off every two counts in a sequence from wither side of a center point
55. Step Two from Left – Bandsmen step off every two counts in left to right sequence
56. Step Two from Right – Bandsmen step off every two counts in a right to left sequence
57. Swagger – term used to describe the natural swing of the body from side to side while marching
58. Toe Point – term used to describe the position of your foot while marching; lower leg extended from knee in front of body, perpendicular to the ground with toe pointed toward the ground

# Organizational Chart CHS Mustang Band



## Function of Officers

1. Drum Major/Majorette – the field commander of the marching unit and is directly responsible for the appearance and conduct of the Mustang Band at rehearsals, concert performances, formation, parades, etc. when the Band is in and out of uniform
2. Quartermaster (Chief of Staff) – directly responsible for coordination of all equipment, uniforms, instruments, library, and other Band services
3. Band Manager – responsible for maintaining all attendance records, roster information, ticket distribution, finances, publicity, field charts, etc.
4. Librarian – responsible for maintenance and distribution of all music for the entire Mustang Band program. This includes processing, duplicating, and notification to the director for needed replacement of arrangements due to excessive loss of parts
5. Uniform Officer – responsible for the care and maintenance and recovery of all Band Uniforms, uniform parts, uniform supplies, etc. The Uniform Officer will issue uniform equipment to all persons in the Band program.
6. Supply Officer – responsible for the care, maintenance, issue, and recovery of all school-owned instruments. The Supply Officer will issue instruments and equipment upon presentation of the properly signed permission forms (see pg. PAGE NUMBER Instruments No. 3 and 10)
7. Operations Officer – responsible for the set up of the practice field, concert stage, loading crew, etc. He/she will supervise the movement of all equipment used by the Band for all rehearsal and performance
8. Copy Officer – Responsible for all copying, collating, and distribution of field charts, music, and other printed material
9. Band Staff – the crew of interested students who work with the Band Officers. They assist with every detail of the Band's operation and performance as well as help to maintain the cleanliness of the Band Room
10. Drill Instructor (DI) – upper class members of the Band trained to educate the new members and refresh returning members on the fine points of marching and maneuvering
11. Section Leader – upper class member (generally the best player in the section) who is responsible for the musical training of the section
12. Rank Sergeant – upper class member who is well versed as a marcher and musician who is in charge of a complete rank. He/she is responsible for attendance record of the members of the rank reporting absences, tardiness, etc. to the Band Manager

13. File Sergeant – assistant to the rank sergeant, assumes the role of the RS if that person is not present

Defined duties of the Section Leader, Rank Sergeant, and File Sergeant:

- a. To set the example of proper disciplinary action and musical skill
- b. To give instruction; prepare and give marching directions via the charts, old traditions passed down through the years and instructions from the directors
- c. Take the rank role
- d. To conduct regular rehearsals (sectionals) outside Band time; such as extra music, marching, and get-togethers
- e. Hold inspection for each rank prior to every show, to insure proper dress and appearance of individual rank members. This will be enforced.
- f. Answer questions, handle problems with individual rank members. Please communicate!
- g. Explain Band objectives and traditions (go over the manual with the troops)

### **Health and Safety Issues**

For your health and safety, it is advised that you wear the appropriate clothing to all rehearsals. Remember the word is functional, not fashionable. Dress for the season and weather. Dress in layers as the season progresses. Also it is advisable to have some sort of snack prior to regular season rehearsals and always have a container of water. Come to practices/rehearsals wearing a short sleeved t shirt, socks, and sneakers (no flip flops or sandals will be tolerated). A hat, sunglasses, and sunscreen are advised for camp and long day sessions. Have some sort of rain gear with you for those questionable days.

Be sure to let the directors know if you have any allergic reaction to insect bites or stings. Also let us know if you have any other medical problem that might adversely affect your performance.

## Fundamental Footwork

**Attention:** One – Mark time with left foot. Raise knee parallel with ground; stamp foot  
 Two – Right foot swings 45 degrees ahead and to the right; returns to make heels click.

2	♪		♪	♪		♪	♪	
4								

**Band      Ten Hut    One Two**

**At Ease:** One – Mark time with left foot. Raise knee parallel with ground; stamp foot  
 Two – Move left foot 12" to left. **NO TALKING!**

2	♪		♪	♪		♪	♪	
4								

**Band      At Hease    One Two**

**Right Face:** One – Mark time with left foot.  
 Two – Kick forward 24" with right foot.  
 Three – Swing right foot back, at same time pivoting half right on ball of left foot.  
 Four – Click right heel against left heel.

2	♪		♪	♪		♪	♪		♪	♪	
4											

**Band      Right Hace    One Two    Three Four**

**Left Face:** EXACTLY the same as Right Face, only in reverse. Start with right foot.

**About Face:** One – Mark time with left foot.  
 Two – Kick forward 24" with right foot.  
 Three – Snap right toe to ground 4" to the left of the left foot.  
 Four – Pivot to the rear on the balls of both feet. Turn to the left.

2	♪		♪	♪		♪	♪		♪	♪	
4											

**Band      Bout Hace    One Two    Three Four**

- Mark Time:** Up – Left knee is raised so that thigh is parallel to the ground. Toe leaves the ground last and remains pointed down. Left arm is bent at elbow and swings so thumb touches sternum.
- One – Left foot is returned to the ground toe first. Right knee is raised in the same manner as the left previously. Left arm and hand pivot at elbow in an arc around the body to a point 6” to the rear of hip.
- Two – Right foot is returned to ground, left knee is raised. Arm is bent up, etc.

**Band      Mark Time      Mark Hup      One Two**

**Note:** This movement may end with a kick down. Left, right, left, kick down. Right foot swings 12” to right. Knee does not bend. Right foot is snapped along side the left and all motion ceases.

- Horns Up:** Instrument is held in right hand
- Over – Swing left arm in an extended arc over to instrument
- Out – Extend instrument at arm’s length directly in front of chest.
- Up – Raise instrument to lips and set embouchure.
- Play – This is a silent beat. Breath is taken and left leg moves up in preparation for Forward March or Mark Time

**Band      Horns Up      One Two      Three Four**

**Instrument Swagger:** When playing, marching, or marking time the instrument follows the natural body swing and moves slightly from side to side in the opposite direction from the foot that is on the ground. In other words, where the left foot comes down, the horn swings right and vice versa. Shoulders follow the natural body swing and arm swing.

- Halt:** While marching or marking time  
Left, Right, Left, Kick, Down

**Band      Halt Two      One Kick      Down**

**Forward March:** Same as Mark Time except on “one” a forward step is taken. Be absolutely sure that your length of step is either 22 ½” or 30”. For the 22 ½” step, left your knees, point your toes and let your weight center on the balls of your feet.

2  
4

**Band For-ward March Hup One Two**

**Fake Flank:** Step – Advance one full step with left foot  
(Right) Turn – Advance one full step with right foot; pivot to the right on the ball of the right foot while crossing the left foot over the right foot.

Step – Take one full step in the new direction with the left foot.

2  
4

**Fake Flank Fake Flank Step Snap Step**

**Left Flank:** Step – Advance one full step with left foot  
Turn – Advance one full step with right foot; pivot to the left on the ball of the right foot

Step – Take one full step in the new direction with the left foot.

2  
4

**Left Flank Left Flank Step Snap Step**

**To The Rear:** Step – Advance one full step with left foot  
Turn – Advance one full step with right foot and pivot to the rear (turn to the left)

Step – Take one full step in the new direction with the left foot.

2  
4

**Rear March Rear March Step Snap Step**

**Note:** If a halt is given at the end of a musical selection, the horn may be lowered with the kick down, by Up (horn bell is raised slightly) on two, and Down (the instrument is snapped down) on One and all motion stops.

## Half-Spins

- Step – Advance one full step with left foot  
Spin – Advance one full step with right foot and pivot to the rear, turning to the left  
Step – Step backwards one full step with the left foot  
Spin – Step backwards one full step with the right foot and pivot to the front on the ball of the right foot turning left  
Step – Advance one full step with the left foot and continue marching
- 2  
4
- 
- Fake Flank Fake Flank Step Snap Step**

**Note:** Bows, salutes, and various other fancy steps, etc. used for crowd appeal and applause recognition will be decided and taught at the time new drills are being learned.

### **Clifton Fight Song**

The word is Fight Fight Fight for Clifton High  
Let every loyal Mustang sing

The word is Fight Fight Fight for Clifton High  
Until the walls and rafters ring

Rah! Rah!

Come on and Cheer Cheer Cheer for Clifton  
High  
We're gonna cheer until we hear the final gun

The word is Fight Fight Fight for Clifton High  
Until the game is won!

### **Buckeye**

Drive, drive on down the field  
Men of Maroon and Grey

Don't let them through that line  
We have to win this game today

Rah! Rah! Rah!

Smash through to victory  
We cheer you as you go

Our honor depends  
We will fight to the end  
For Clifton High!

### **Three Cheers for Clifton High School (O.D.)**

Three cheers for Clifton High School  
Grey and maroon

Three cheers for Clifton  
We love her through and through

Hoorah Hoorah Hoorah

She's the greatest ever  
She has no fears

Now all together give her three cheers  
Rah! Rah! Rah!

### **What I Did For Love**

Kiss today goodbye,  
The sweetness and the sorrow.  
We did what we had to do,  
And I can't regret what I did for love,  
What I did for love.

Look, my eyes are dry,  
The gift was ours to borrow.  
It's as if we always knew,  
But I won't forget what I did for love,  
What I did for love.

Gone, love is never gone,  
As we travel on,  
Love's what we'll remember.

Kiss today goodbye,  
And point me toward tomorrow.  
Wish me luck, the same to you.  
Won't forget, can't regret.  
What I did for love.

**Clifton High School  
Mustang Band**

**Student Manual Form**

I, the undersigned, hereby agree to abide by the policies and guidelines outlined in the Clifton High School Mustang Band Student Manual. I understand that failure to comply with any rule will result with the commensurate consequence.

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Parent/Guardian Name

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Email Address

\_\_\_\_\_  
Parent/Guardian Email Address

Please return this page to the Band Manager after reading and signing it. Thank you.

Comments: