



MHSA/MOA  
1 South Dakota Avenue  
Helena, MT 59601  
(406)442-6010 / Fax (406)442-8250



Application for Establishing a New MOA Pool

Establishing a new pool for a sport will be considered under the following conditions:

1. The new pool is approved by the Regional Director of that region and an application is filed with the MOA office.
2. The new pool submits a list of officers/contacts for the pool.
3. The new pool lists all MOA members of the pool.
4. The new pool submits a list of schools to be serviced.
5. The new pool submits a constitution and/or by-laws in regard to the operation of the pool.
6. The new pool submits a proposed name for this pool.
7. The new pool lists a pool site (location) of the new pool. Listing a pool site is mandatory.
8. A new pool must have at least enough members to service two schools at all levels.
9. The new pool agrees to follow all guidelines for MOA pools listed below:
  - A. An individual official need not belong to a pool, but can belong to only one (1) pool per sport. If an official is a member of a pool, they cannot individually contract game/contest assignments with schools. If an official is not a member of a pool, he/she must complete an application for non-pool affiliated officials.
  - B. Officials are independent contractors.
  - C. An individual school and/or an individual official have the right to refuse an assignment; however, a particular pool cannot discriminate against a member school(s).
  - D. Officials may receive mileage from either place of residence or their pool site; whichever is closer to the game site. This applies only to the regular season.
  - E. Every pool shall be required, by June 1, 2007, to have written by-laws, general assignment, and evaluation procedures on file with both their Regional Director and the MOA office. **Interpretation: New pools immediately, existing pools by 6/01/07.**
  - F. Any pool that handles money will provide a yearly financial statement to the Director for their region.
  - G. Individual pools are responsible for training and evaluating all officials.
  - H. An individual official because of pool membership and MOA membership is not guaranteed game assignments.
  - I. New pools cannot duplicate the name of established pools.
  - J. Pools may provide information regarding availability of eligible officials for post season assignment to a district or division representative for distribution to schools in those districts or divisions when requested in writing. Individual officials shall not provide such information.
  - K. Pools must choose a secretary or head of pool and notify the Director before the season starts.



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Each group of officials involved in the establishing of a new pool must complete this application form before the MOA Commissioner will consider the application.

1. Date of Application: \_\_\_\_\_
2. Location of Pool: \_\_\_\_\_
3. Sport(s) covered by this application: \_\_\_\_\_
4. Proposed Pool Name: \_\_\_\_\_
5. Pool Leader Name & Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
6. Pool's Officers: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
7. Schools to be serviced: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
8. Please describe the conditions that have prompted your request to establish a new pool for this sport: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Pool's MOA Members:

_____	_____
_____	_____
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(You may attach additional sheets if necessary.)

**Please attach a copy of your by-laws, as well as your general assignment and evaluation procedures.**

Signatures:

Pool Leader: \_\_\_\_\_

Regional Director: \_\_\_\_\_

MOA Commissioner: \_\_\_\_\_