Legal Status Requirement

Adopted: 04/21/1998 **| Last Revised**: 10/01/2024 **| Last Reviewed**: 10/01/2024

The Board of Education shall ensure that the district employs only those who are lawfully authorized to work in the United States.

The Superintendent or designee shall verify the employment eligibility of all persons hired by completing the U.S. Citizenship and Immigration Services Form I-9, Employment Eligibility Verification, for each individual hired and ensure that the district does not knowingly hire or continue to employ any person not authorized to work in the United States.

In accordance with law, the Superintendent or designee shall ensure district employment practices shall not unlawfully discriminate on the basis of citizenship status or national origin, including, but not limited to, discrimination against any refugees, grantees of asylum, or persons qualified for permanent or temporary residency.

All new employees shall show appropriate documents which certify that they are legally eligible to work in the United States, as required by law.

Policy Reference Disclaimer:
These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

Legal References:

FEDERAL
CODE OF FEDERAL REGULATIONS
8 CFR 274a.1-274a.14 Control of Employment of Aliens
UNITED STATES CODE
8 USC 1324a Unlawful employment of aliens
8 USC 1324b Unfair immigration related employment practices
MANAGEMENT RESOURCES
USCIS PUBLICATION
Handbook for Employers: Instructions for Completing Form I-9, April 2009
WEBSITE
CSBA District and County Office of Education Legal Services https://legalservices.csba.org/#
U.S. Citizenship and Immigration Services http://www.uscis.gov/

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