

### **LEGAL STATUS REQUIREMENT**

The Santa Cruz County Superintendent of Schools shall ensure that the county office employs only those individuals who are lawfully authorized to work in the United States.

The Deputy 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 county office does not knowingly hire or continue to employ any person not authorized to work in the United States. (8 USC 1324a)

In accordance with law, the Deputy Superintendent or designee shall ensure that county office employment practices do 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.

(cf. 4030 - Nondiscrimination in Employment); (cf. 4111- Recruitment and Selection)

### **LEGAL REFERENCE**

#### **UNITED STATES CODE, TITLE 8**

1324a: Unlawful employment of aliens

1324b: Unfair immigrant-related employment practices

#### **CODE OF FEDERAL REGULATIONS, TITLE 8**

274a.1-274a.14: Control of Employment of Aliens

### **MANAGEMENT RESOURCES**

#### **U.S. CITIZENSHIP AND IMMIGRATION SERVICES PUBLICATIONS**

Handbook for Employers: Instructions for Completing Form I-9, April 2009

#### **WEB SITES**

U.S. Citizenship and Immigration Services

<http://www.uscis.gov>