



# Board of Trustees Agenda Item Information Form

Date Submitted: January 12, 2026

**Meeting Type**

- ☒ Regular Meeting  
☐ Special Meeting/Workshop

**Agenda Placement**

- ☐ Public Hearing  
☐ Executive Session  
☐ Recognition  
☐ Program Spotlight  
☐ Community Input

**Code**

PH  
ES  
R  
PS  
CI

**Agenda Placement**

- ☐ Administrative Report  
☐ Consent Agenda  
☒ Action Item  
☐ Information/Discussion

**Code**

AR  
CA  
AI  
ID

Meeting Date: January 26, 2026

**District Strategies (Check all that apply):**

- ☒ Students and staff will thrive in a secure environment, build connections and community, and become resilient leaders.  
☒ Each student will engage in world-class learning experiences that foster curiosity, develop talents, guide exploration, and fuel achievement.  
☒ We will cultivate innovation through strategic collaboration and responsive organizational stewardship.

**Subject:**

Consider Approval of Authorization to the Clear Creek ISD Tax Office to Treat Qualifying February Tax Payments as January Payments When Postmarked on or Before February 4 of the Current Year

**Background:**

The Clear Creek ISD Tax Office requests Board approval allowing tax payments to be processed as January payments when received in February when the postmark date is on or before February 4 of the current tax year. This request is prompted by a recent operational change implemented by the United States Postal Service (USPS). USPS has publicly acknowledged that adjustments to its transportation operations may cause mail pieces to arrive at originating processing facilities one or more days after they are deposited in the mail. As a result, some mail deposited timely may now receive an official postmark several days later than the actual mailing date. This would apply uniformly and would not eliminate the postmark requirement but rather recognize February 4 as a reasonable postmark cutoff in light of current USPS operations.

**Fiscal Impact Statement**

**Cost:** \$0.00

- ☐ Recurring  
☐ One-Time

**Funding Source:**

- ☐ General Fund  
☐ Grant Fund  
☐ Other Funds (specify)

**Fiscal Year:** 2025 / 2026

**Amendment Required:** N/A

☐ Bond Funds (program year): N/A

**Superintendent's Recommendation:**

It is the recommendation of the Superintendent that the Board of Trustees approve the request authorizing the Clear Creek ISD Tax Office to treat qualifying February tax payments as January payments when postmarked on or before February 4 of the current tax year.

**Department Submitting Form:** Tax Office

**Cabinet Member's Approval:** Alice Benzaia