



WATERTOWN CITY SCHOOL DISTRICT

Our Children, Our Future!

FOR IMMEDIATE RELEASE

To: News Directors and Education Reporter
Date: October 2, 2025
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School Tax Collection Begins October 7 – Supporting Students, Strengthening Schools

WATERTOWN, NY – The Watertown City School District is committed to providing the highest quality education to our students—and we couldn't do it without the continued support of our community. As we begin this year's school tax collection period, we'd like to share some important updates, along with new payment options designed to keep the process efficient and cost-effective.

Beginning this year, school tax payments will no longer be accepted by the City Comptroller's Office. Instead, the District has established a new collection process that allows us to better manage payments **while saving valuable taxpayer dollars**—all while continuing to fund the programs, resources, and opportunities our students rely on every day.

 **Please note: Tax collection begins October 7, 2025.**

How to Pay Your 2025 School Taxes:

By Mail:

Watertown City School District
1351 Washington Street
Watertown, NY 13601


In-Person at the Bank:

Visit **Community Bank** locations on **Washington Street** and **Arsenal Street** in Watertown.

◇ *Valid photo ID is required for cash payments.*

Drop-Box Option:


A secure **drop-box** is available outside the District Office at 1351 Washington Street.

 *For student safety, our buildings remain closed to the public, but the drop-box is accessible 24/7 and checked daily.*

By Phone:

Pay by credit or debit card by calling:

Jenna Ritz, School Tax Collector

 315-785-3713

 jritz@watertowncsd.org

Phone payments accepted Monday through Friday, 8:00 AM – 4:00 PM.

A small processing fee applies and will be shared before completing your payment.

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that fosters lifelong learners and responsible citizens.



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In accordance with **New York State Real Property Tax Law**, the District must follow the timeline outlined in our official **tax collection warrant**:

- **October 7 – November 7:** Taxes collected **without penalty**
- **November 8 – December 5:** Taxes collected **with a 2% penalty**

After **December 5**, any **unpaid taxes** will be turned over for further collection:

- **City of Watertown properties** will be referred to the **City Comptroller**
- **Properties outside the city** will be forwarded to the **Jefferson County Treasurer**

“Every dollar collected through school taxes directly supports our students' education—from classroom resources and technology to teachers and extracurricular programs,” said Jenna Ritz, School Tax Collector. “We’re grateful to our community for recognizing the value of these investments and for adapting with us through this change.” Thank you for your continued partnership in helping us build a brighter future for the students of Watertown. Your support is what makes our schools—and our community—strong.

For questions or assistance, please contact:

☎ **315-785-3713**

✉ **jritz@watertowncsd.org**

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