



April 14th, 2025

Re: Personnel Investigation/Administrative Leave

Dear Kenneth Reed,

This letter is to notify you that you are being placed on paid administrative leave for the remainder of the 2025 - 2026 school year based on the conclusion of an investigation that was conducted regarding a communication you shared with students in which you represented yourself as an employee of the Mukwonago School District that contained false information about the District, resulting in a negative impact to community members, staff, and students. Your pay and benefits will continue while you are on administrative leave. While on leave, you are not to perform any services for the Mukwonago Area School District, and you are not permitted on the district's property.

Based on this investigation, I have concluded the following:

- You wrote a communication (attached to this letter) that contained false information about the Mukwonago Area School District.
- You distributed this letter to your students during two of your academic sections. Using class time to talk to your students about employment misuses academic time. Furthermore, discussing employment matters with your students during class time is unprofessional.
- In your letter, you wrote that the you were concerned that the automotive program would become a "hobby shop." This generated angst, uncertainty, fear, and anger amongst community members, staff, and students as the perception based on your letter was that the District intended to dismantle the automotative program. This was false information. The District has no intention of changing the program other than to continue to enhance our offerings and grow the program.
- Your letter was circulated on social media, drawing the attention of community members, Board members, parents, and school staff. Rumors about the automotive program ran rampant, causing the District to issue its own letter to stakeholders assuring them that we intend to run a successful automotive program going forward. Additionally, significant time was spent responding to phone calls and emails regarding the misinformation that your letter generated.
- The Waukesha Freeman published an article regarding your letter on Tuesday, April 8th (attached to this letter). Again, this article drew negative attention to the community, staff, and students of the District as it sparked uncertainty about the program despite Dr. Koch's statement that we have no intention of cutting the program.



Mukwonago Area School District

Building Better Schools Together

Due to the significant negative impact that your actions have had on the Mukwonago Area School District, you are being placed on administrative leave for the duration of the 2025 - 2026 school year. You can schedule a time with Mr. Lehman and Mrs. Blue to come and gather your personal belongings after school. All of your district-issued technology should be returned when you come to collect your personal belongings.

Except for discussion with legal counsel and immediate family, you are not to discuss or disclose any information concerning this investigation with anyone, including, but not limited to, District staff, students, and members of the public. You are also directed not to retaliate against anyone who brought forward concerns regarding your alleged behavior or anyone who participates in the District's investigation into these matters. Failure to follow the directives contained in this letter may result in discipline up to and including termination.

If you have questions regarding this matter, please contact me.

Sincerely,

Rachel Hermann,
Assistant Superintendent/Chief Human Resource Officer

