

**Re: URGENT: Chromebook Licenses**

**SR** Salik Rehmani <salik.rehmani@mccacademy.org>  
Tue, 29 Aug 2023 8:47:19 AM -0700 •  
To "a.leimbrock" <a.leimbrock@techtoschool.com>  
Cc "Habiba Akhlaq" <habiba.akhlaq@mccacademy.org>, "A.Tai"  
<azam.tai@mccacademy.org>, "Arshi Mujtaba" <arshi.mujtaba@mccacademy.org>

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can you please take this email as the official approval as we have 1st day of school at 1 campus and open house at another so all the staff is busy

**Salik Rehmani**  
**Accounting & Building Manager**  
**MCC Academy**  
**Skokie Campus: 224-534-7638 Ext 3**  
**Morton Grove : 847-470-8801**

On Tue, Aug 29, 2023 at 10:27 AM Amber Leimbrock <[a.leimbrock@techtoschool.com](mailto:a.leimbrock@techtoschool.com)> wrote:

Hello again,

Our mail forwarding is still active so we should eventually receive the check. Unfortunately, USPS's process is a bit slow. If you're able to issue the PO today, I'll make sure the license order is processed as soon as the PO and Google's required information is received.

Thank you,

---

Amber Leimbrock Baker  
Regional Director of Education Partnerships  
**Tech to School**  
2002 Martin Ave  
Santa Clara, CA 95050  
phone: 408.217.6055  
fax: 877.719.6480  
[www.techtoschool.com](http://www.techtoschool.com)  
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----- On Tue, 29 Aug 2023 08:21:27 -0700 **Amber Leimbrock** <[a.leimbrock@techtoschool.com](mailto:a.leimbrock@techtoschool.com)> wrote ----

Hello Salik,

Thank you for your quick response. I apologize if you did not receive our notifications. Our invoice emails should also still reflect the address change. The correct address is as follows:

Tech to School  
2002 Martin Ave  
Santa Clara, CA 95050

I've reached out to our Accounting Department to see if we're still able to recover mail from that location. As soon as I hear back from them, I will let you know.

As I mentioned, if you're able to issue a PO for just the licenses, we can process the order immediately and then apply the check towards this order, refunding the remainder.

Please let me know if you have any questions.

Warmest regards,

---

Amber Leimbrock Baker  
Regional Director of Education Partnerships  
**Tech to School**  
2002 Martin Ave  
Santa Clara, CA 95050  
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fax: 877.719.6480  
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---- On Tue, 29 Aug 2023 08:16:41 -0700 **Salik Rehmani** <[salik.rehmani@mccacademy.org](mailto:salik.rehmani@mccacademy.org)> wrote ---

The check was mailed at  
TECH TO SCHOOL 1530 MONTAQUE EXPRESSWAY CALIFORNIA, SAN JOSE, CA 95131

Also yes we have the G suite and Habiba can provide you the information

**Salik Rehmani**  
**Accounting & Building Manager**  
**MCC Academy**  
**Skokie Campus: 224-534-7638 Ext 3**  
**Morton Grove : 847-470-8801**

On Tue, Aug 29, 2023 at 10:09 AM Amber Leimbrock <[a.leimbrock@techtoschool.com](mailto:a.leimbrock@techtoschool.com)> wrote:

Hello Habiba,

I'm sorry that I missed your call. Our offices are on the West Coast. It looks as though we have not received the check still. Do you know if it was sent to the 2002 Martin Ave address or is it possible that it was sent to our old address (1530 Montague Expressway)?

I've reached out to our Accounting Department as well just in case it was received late yesterday. I should hear from them a little later this morning.

I know that you need these processed right away. Would it be possible to send a Purchase Order

for the licenses? This way, we can get the order submitted to Google right away. We can then apply the check towards this order when we receive it and refund any balance. I can process the order as soon as a PO is received.

To order the licenses, Google requires some additional information. Does the school already have a G Suite for Education account and domain registered with them? It will be necessary to link your Chromebooks to the licenses. The following is a link to Google's instructions:

<https://support.google.com/a/answer/2856827?hl=en>

Once you are registered, please provide us with the following information:

End user Company Name:	
End user Technical Contact name:	
End user Technical Contact Phone:	
End User Technical Contact Address:	
Domain the Management Software will control:	
Primary Email Address within the controlled Domain:	
Secondary E-mail address in different domain:	

Thank you,

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Amber Leimbrock Baker  
Regional Director of Education Partnerships  
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---- On Tue, 29 Aug 2023 06:37:35 -0700 **Habiba Akhlaq**  
<[habiba.akhlaq@mccacademy.org](mailto:habiba.akhlaq@mccacademy.org)> wrote ---

Hello Amber,

Please handle this payment for 55 licenses from our cheque; you are expected to reimburse the cost of devices that we never received. Could you please deduct the cost of 55 licenses and then refund the remainder?

Can you please process it as soon as possible?

Thank you

**Habiba Akhlaq**

*Director of Technology*

**MCC Academy**

9301 Gross Point Rd, Skokie, IL 60076

(224)534-7638

8601 N. Menard Ave. Morton Grove, IL,

60053

(847)470-8801



On Thu, Aug 24, 2023 at 11:16 PM Amber Leimbrock <[a.leimbrock@techschool.com](mailto:a.leimbrock@techschool.com)> wrote:

Hello Azam,

Thank you for your email. I'm happy to assist you with this. Attached is a quote for 55 Chrome Education Upgrade Licenses. Please let me know if you have any questions or need to change the quantity.

To order the licenses, Google requires some additional information. Does the school already have a G Suite for Education account and domain registered with them? It will be necessary to link your Chromebooks to the licenses. The following is a link to Google's instructions:

<https://support.google.com/a/answer/2856827?hl=en>

Once you are registered, please provide us with the following information:

End user Company Name:	
End user Technical Contact name:	
End user Technical Contact Phone:	
End User Technical Contact Address:	
Domain the Management Software will control:	
Primary Email Address within the controlled Domain:	
Secondary E-mail address in different domain:	

Thank you,

Amber Leimbrock Baker  
Regional Director of Education Partnerships  
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---- On Thu, 24 Aug 2023 16:39:12 -0700 **A.Tai** <[azam.tai@mccacademy.org](mailto:azam.tai@mccacademy.org)> wrote ----

Hey Amber,

Just reaching out to you, we were looking to get the licensing for the chrome books are tech team was saying that they need the licensing in order for us to add it to the MDM

**Azam Tai**  
Athletic Director  
*Morton Grove Technology*

**Vice-President**  
**Southwest Conference**

**MCC Academy**  
[mccacademy.org](http://mccacademy.org)  
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**Morton Grove, IL 60053**  
847-470-8801 x225



On Aug 22, 2023, at 3:19 PM, Amber Leimbrock <[a.leimbrock@techtoschool.com](mailto:a.leimbrock@techtoschool.com)> wrote:

Hello Salik,

Thank you for your patience. I've confirmed with my Accounting Department that we haven't received the check quite yet. Can you please provide us with the check number? Do you know the date that it was mailed?

Thank you for your assistance.

Warmest regards,

\_\_\_\_\_  
Amber Leimbrock Baker  
Regional Director of Education Partnerships  
**Tech to School**  
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Santa Clara, CA 95050

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---- On Tue, 22 Aug 2023 12:34:58 -0700 **Salik Rehmani**  
<[salik.rehmani@mccacademy.org](mailto:salik.rehmani@mccacademy.org)> wrote ---

We had mailed the check for the original invoice i would like you to please refund the check to us for the difference

**Salik Rehmani**  
**Accounting & Building Manager**  
**MCC Academy**  
**Skokie Campus: 224-534-7638 Ext 3**  
**Morton Grove : 847-470-8801**

On Mon, Aug 21, 2023 at 8:11 AM Amber Leimbrock <[a.leimbrock@techtoschool.com](mailto:a.leimbrock@techtoschool.com)>  
wrote:

Hello again Habiba,

Attached is an updated invoice. Please let me know if you have any questions.

Warmest regards,

---

Amber Leimbrock Baker  
Regional Director of Education Partnerships  
**Tech to School**  
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---- On Mon, 21 Aug 2023 06:07:30 -0700 **Amber Leimbrock**  
<[a.leimbrock@techtoschool.com](mailto:a.leimbrock@techtoschool.com)> wrote ---

Hello Habiba,

I have notified my team and we will instead remove 55 of the Chromebooks from the invoice. I will also make sure that a revised invoice is provided for billing purposes. I

sincerely apologize for this series of unfortunate events. Please feel free to contact me if there is anything that we can assist you with in the future or if you have any questions or concerns.

Warmest regards,

---

Amber Leimbrock Baker  
Regional Director of Education Partnerships

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----- On Sun, 20 Aug 2023 11:04:52 -0700 **Habiba Akhlaq**  
<[habiba.akhlaq@mccacademy.org](mailto:habiba.akhlaq@mccacademy.org)> wrote ---

Hello Amber,

Please do not dispatch any devices and refund the money for the devices we did not receive ( 55 chromebooks). I will get in touch with you if we need to place another order.

Thank you

Habiba Akhlaq  
Director of Technology  
MCC Academy

On Fri, Aug 18, 2023, 9:02 PM Amber Leimbrock <[a.leimbrock@techtoschool.com](mailto:a.leimbrock@techtoschool.com)> wrote:

Hello Habiba,

Thank you for your response and for your patience. I am having my team double-check to see if there are any with an AUE date of 2027 that can ship faster. If not, we'll move forward with the model mentioned below. I should have confirmation from them Monday morning. As I mentioned, this is our top priority so they will be on top of it first thing. Please let me know if you have any questions in the meantime.

Warmest regards,

---

Amber Leimbrock Baker  
Regional Director of Education Partnerships  
**Tech to School**  
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---- On Fri, 18 Aug 2023 13:44:43 -0700 **Habiba Akhlaq**  
<[habiba.akhlaq@mccacademy.org](mailto:habiba.akhlaq@mccacademy.org)> wrote ---

Hello Amber,

Can you please check if you have any devices with the AUE 2027 that we can receive sooner than 2 weeks?

If not, please ship the chromebooks you mentioned in your email as soon as possible.

6oGo2UA#ABA HP Chromebook 11A-NA0080 MediaTek MT8183 11"  
(1366x768)  
4GB RAM 64GB eMMC Color-Snow White AUE June 2028

Thank you



***Habiba Akhlaq***

*Director of Technology*

***MCC Academy***

*9301 Gross Point Rd, Skokie, IL 60076*

*(224)534-7638*

*8601 N. Menard Ave. Morton Grove, IL,*

*60053*

*(847)470-8801*



On Fri, Aug 18, 2023 at 12:05 PM Amber Leimbrock <[a.leimbrock@techtoschool.com](mailto:a.leimbrock@techtoschool.com)> wrote:

Hello Azam,

Thank you for your patience with this matter. I sincerely apologize for any inconvenience that this is causing. Based on the photos that you provided and the

information from the pallet when it was picked up, we strongly suspect that part of the order was stolen while in transit. It's incredibly unfortunate that things like this happen.

I've met with my team to see what our options are. The exact model that you purchased isn't in stock any longer. This order was the last of this particular option. We do have something similar available that we can provide as a replacement. The following are the specifications:

60G02UA#ABA HP Chromebook 11A-NA0080 MediaTek MT8183 11" (1366x768) 4GB RAM 64GB eMMC Color-Snow White AUE June 2028

We will be ordering this model for you and the Chromebooks will take approximately 2 weeks to be delivered.

This is currently the only Chromebook that we have available with a 2028 AUE.

As an alternative to this option, we can adjust the invoice so that you are only billed for the 55 Chromebooks that were received.

Please let me know if you have any questions or know how you would like to move forward. I'm happy to assist you.

Warmest regards,

Amber Leimbrock Baker  
Regional Director of Education Partnerships

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---- On Thu, 17 Aug 2023 18:18:53 -0700 **Amber Leimbrock**  
<[a.leimbrock@techtoschool.com](mailto:a.leimbrock@techtoschool.com)> wrote ---

Hello Azam,

I've met with my team again regarding this issue. Thank you for your patience and for all of your help with this matter. It looks as though theft may have occurred somewhere in transit. We are filing a claim and in the meantime are working to get you replacement Chromebooks as quickly as possible. I hope to have an update for you tomorrow with more details. This is a top priority for us. We understand that you need the devices as quickly as possible so we will do our best to resolve this as soon as possible. Please feel free to contact me if you have any questions in the meantime.

Best regards,

Amber Leimbrock Baker

Regional Director of Education Partnerships

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---- On Thu, 17 Aug 2023 13:12:49 -0700 **A.Tai** <[azam.tai@mccacademy.org](mailto:azam.tai@mccacademy.org)> wrote ---

Thank you so much. Hope they can let us know soon as school starts in a few days

**Azam Tai**

Athletic Director  
*Morton Grove Technology*

**Vice-President  
Southwest Conference**

**MCC Academy**

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Morton Grove, IL 60053  
847-470-8801 x225**



On Aug 17, 2023, at 3:10 PM, Amber Leimbrock  
<[a.leimbrock@techtoschool.com](mailto:a.leimbrock@techtoschool.com)> wrote:

Hello Azam,

Thank you for sending these over so quickly. They're very helpful, especially the screenshot from the camera. I've immediately forwarded these to my team.

Best,

---

Amber Leimbrock Baker  
Regional Director of Education Partnerships  
**Tech to School**  
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---- On Thu, 17 Aug 2023 12:48:16 -0700 **A.Tai**  
<[azam.tai@mccacademy.org](mailto:azam.tai@mccacademy.org)> wrote ---

So we took it off the pallet and brought everything inside. That's how we started counting. I can send you a picture of everything that came. I also checked our camera, and there was only one pallet that was delivered.

1.jpg

2.jpg

3.jpg

**Azam Tai**  
Athletic Director  
*Morton Grove Technology*

**Vice-President**  
**Southwest Conference**

**MCC Academy**  
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**Morton Grove, IL 60053**  
847-470-8801 x225



On Aug 17, 2023, at 2:14 PM, Amber Leimbrock  
<[a.leimbrock@techtoschool.com](mailto:a.leimbrock@techtoschool.com)> wrote:

Hello Azam,

Can you please provide us with pictures of the pallet? We're working to get this resolved for you asap, but they may be necessary if we need to submit a claim.

Thank you for your assistance.

Warmest regards,

---

Amber Leimbrock Baker  
Regional Director of Education Partnerships  
**Tech to School**  
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----- On Thu, 17 Aug 2023 11:59:45 -0700 Amber Leimbrock <[a.leimbrock@techtoschool.com](mailto:a.leimbrock@techtoschool.com)> wrote -----

Hello Azam,

Thank you for bringing this to my attention. I have alerted my team and we will find out what is going on. This is a top priority for us so we will do our best to get this resolved for you right away.

Please let me know if you have any questions in the meantime.

Thank you,

---

Amber Leimbrock Baker  
Regional Director of Education Partnerships  
**Tech to School**  
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Santa Clara, CA 95050  
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----- On Thu, 17 Aug 2023 11:52:21 -0700 **A.Tai** <[azam.tai@mccacademy.org](mailto:azam.tai@mccacademy.org)> wrote ---

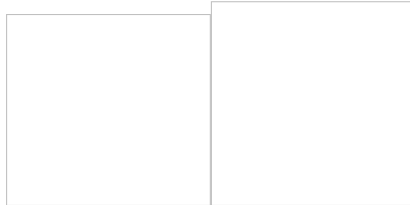
The boxes are single boxes, which have the HP logo. We opened the box it's only 1

4.jpg

**Azam Tai**  
Athletic Director  
*Morton Grove Technology*

**Vice-President  
Southwest Conference**

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847-470-8801 x225



On Aug 17, 2023, at 1:48 PM, Amber Leimbrock  
<[a.leimbrock@techtoschool.com](mailto:a.leimbrock@techtoschool.com)> wrote:

Hello Azam,

Thank you for bringing this to my attention. Were the boxes the original ones with just a single device per box? In some cases devices are bulk-packed so there may be more than one device per box.

Best regards,

Amber Leimbrock Baker  
Regional Director of Education Partnerships  
**Tech to School**  
2002 Martin Ave  
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fax: 877.719.6480  
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---

---- On Thu, 17 Aug 2023 11:32:58 -0700 **A.Tai**  
<[azam.tai@mccacademy.org](mailto:azam.tai@mccacademy.org)> wrote ---

So we were taking them off the pallets and started counting and it

looks like there's only 55 boxes that are here.

**Azam Tai**

Athletic Director  
*Morton Grove Technology*

**Vice-President  
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On Aug 17, 2023, at 1:23 PM, Amber Leimbrock  
<[a.leimbrock@techtoschool.com](mailto:a.leimbrock@techtoschool.com)> wrote:

Hello Azam,

Thank you for your email. I'm happy to hear that they've arrived! Attached is a spreadsheet with the serial numbers for your order. Please let me know if you have any questions.

Warmest regards,

\_\_\_\_\_  
Amber Leimbrock Baker  
Regional Director of Education Partnerships

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----- On Thu, 17 Aug 2023 10:37:39 -0700 **A.Tai**

<[azam.tai@mccacademy.org](mailto:azam.tai@mccacademy.org)> wrote ---

Good afternoon Amber

Just wanna let you know that the Chromebooks have arrived we're going through them right now just to make sure everything is good. I just have a question for you do you guys by any chance have a digital version of all the serial numbers that was sent to us because we're trying to import it into our system just so we can do the management database and if you guys have a digital version of the serial numbers that would help us big time big-time.

**Azam Tai**

Athletic Director  
*Morton Grove Technology*

**Vice-President  
Southwest Conference**

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On Jul 25, 2023, at 11:13 AM, Amber Leimbrock  
<[a.leimbrock@techtoschool.com](mailto:a.leimbrock@techtoschool.com)> wrote:

Hello Habiba,

Thank you for your email and for the update. Attached is an updated quote. Once you assign the Chromebooks to students, please provide us with the serial numbers for the devices assigned to 12th grade students so that we may note which devices do not have Warranty+.

Will the PO be issued this morning?

Warmest regards,

---

Amber Leimbrock Baker  
Regional Director of Education Partnerships  
**Tech to School**  
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---- On Tue, 25 Jul 2023 09:01:58 -0700 **Habiba Akhlaq** <[habiba.akhlaq@mccacademy.org](mailto:habiba.akhlaq@mccacademy.org)> wrote  
---

Hello Amber,

Can you please reduce the number of devices from 110 to 90 only for warranty+ , because our 12th grade students will not return to MCC after one year, therefore we will not get warranty+ for those devices only?

Total number of Chromebooks : 110  
Warranty+ : 93

P.S : Salik will pay for our previous transaction today as well.

Thank you  
**Habiba Akhlaq**  
**Director of Technology**  
**MCC Academy**  
**9301 Gross Point Rd, Skokie, IL 60076**  
**(224)534-7638**  
<https://www.mccacademy.org>

On Mon, Jul 24, 2023 at 10:15 PM Amber Leimbrock <[a.leimbrock@techtoschool.com](mailto:a.leimbrock@techtoschool.com)> wrote:

Hello Habiba,

Thank you for the update. I will be on the lookout for the Purchase Order and we'll process it right away.

Warmest regards,

---

Amber Leimbrock Baker  
Regional Director of Education Partnerships  
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----- On Mon, 24 Jul 2023 16:24:03 -0700 **Habiba Akhlaq** <[habiba.akhlaq@mccacademy.org](mailto:habiba.akhlaq@mccacademy.org)> wrote ---

Thank you very much Amber, I've CC'd our finance person in this email. He will email you a copy of the signed purchase order tomorrow. Unfortunately, I don't have any updates on our grant approval, but I have notified our Principal. Hopefully, we'll get an update this week.

Thank you

Habiba Akhlaq  
Director of Technology  
MCC Academy

<https://www.mccacademy.org>

On Mon, Jul 24, 2023, 4:47 PM Amber Leimbrock <[a.leimbrock@techschool.com](mailto:a.leimbrock@techschool.com)> wrote:

Hello Habiba,

Thank you for your patience. I received approval to make an exception. We will just need a signed copy of the Purchase Order to reserve the inventory and proceed. You can email that directly to me as soon as it's created.

Please feel free to reach out if you have any questions.

Warmest regards,

---

Amber Leimbrock Baker  
Regional Director of Education Partnerships  
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----- On Mon, 24 Jul 2023 14:13:48 -0700 **Amber Leimbrock** <[a.leimbrock@techtoschool.com](mailto:a.leimbrock@techtoschool.com)> wrote ---

Hello Habiba,

Thank you for your email. I've reached out to my Accounting Department to make sure this is OK and get approval to make an exception. We will need the Purchase Order itself to secure the inventory, but I'll be on the lookout first thing tomorrow so please feel free to email it directly to me in the morning. Have you received any updates from the Principal?

Warmest regards,

---

Amber Leimbrock Baker  
Regional Director of Education Partnerships  
**Tech to School**  
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----- On Mon, 24 Jul 2023 13:24:56 -0700 **Habiba Akhlaq** <[habiba.akhlaq@mccacademy.org](mailto:habiba.akhlaq@mccacademy.org)> wrote ---

Hello Amber,

I hope everything is well with you. This is to confirm that we will send you a signed copy of the purchase order for 110 chromebooks tomorrow. Can you please secure these devices for us, we will make the payment right away. I really appreciate your patience and cooperation.

Thank you  
**Habiba Akhlaq**  
**Director of Technology**  
**MCC Academy**  
**9301 Gross Point Rd, Skokie, IL 60076**  
**(224)534-7638**  
<https://www.mccacademy.org>

On Thu, Jul 20, 2023 at 3:51 PM Habiba Akhlaq  
<[habiba.akhlaq@mccacademy.org](mailto:habiba.akhlaq@mccacademy.org)> wrote:

Hello,

For that specific transaction ( Purchase Order : 244436, Total : \$4981) , we are awaiting grant approval. As I previously stated, our principal is on vacation; she will return to work next week, at which point I will accelerate the payment process for you. Rest assured that this chromebooks payment will be made right away. There won't be any delay at all becau