

MEMORANDUM



TO: 2008 Frontiers Research Teachers
FROM: Brooke Bruthers, Mel Limson, and Marsha Lakes Matyas
DATE: January 30, 2009
RE: Experimental Biology (EB) 2009

The final component of your Research Teacher fellowship is attending the APS annual meeting, Experimental Biology 2009, to be held in New Orleans, LA from April 18-22, 2009. You should plan to attend from Saturday, April 18 through late-afternoon on Tuesday, April 21, 2009.

The time has arrived to make your travel plans! Enclosed are five sections with the following information for making your arrangements:

1. Preliminary List of Events to Attend
2. Reimbursement Information
3. Hotel Arrangements
4. Airline Travel Arrangements and APS Airline Policy
5. EB 2009 Registration

Time off to attend the meeting:

When you applied to the Frontiers program, your superintendent or principal signed a form supporting your attendance at EB 2009. If you need a letter reiterating this obligation to ensure that you can take off the time needed, or if you have a new principal or school, please send us the name, title, and address of the person requiring the letter and we will mail it immediately.

Posters:

Some RTs may be able to present research posters and/or posters at the APS Teaching Section sessions. Your Research Host should have helped you decide whether your work in the lab was appropriate to present at EB, and you should discuss this with your researcher as soon as possible, if you have not done so already. Abstracts were due back in November 2008; the late breaking abstract deadline is no later than Wednesday, February 25.

Making your arrangements:

If you haven't already, please make your hotel arrangements as soon as possible!

Approximately 15,000 people attend the EB meeting and hotel rooms go quickly. Housing reservations can be made online at <http://www.eb2009.org/HotelInformation.htm>. **Once you receive authorization from the APS Education Office upon submission of the final version of your Lesson/Activity**, you may make your flight arrangements through our travel agency, Globetrotter, or on your own. The EB travel allowance (including housing, ground transportation, meals, and airfare) is \$1000 for Frontiers RTs.

Detailed information follows, and you will receive updates as the meeting approaches. **Should you have any questions at all, please feel free to contact us as soon as possible to avoid delays in making your plans. If for any reason you think you will not be able to attend EB from April 18-22, please let us know immediately!** Contact Mel at mlimson@the-aps.org or Brooke at bbruthers@the-aps.org; or call us at (301) 634-7132.