

# Travel Approval Form

Department: Juvenile Services

Event Name: Handle With Care Instructor Program

Location: Dallas, TX Plano, TX

Event Dates: Feb. 23-25, 2026

- Purpose:
- Required Continuing Education/Certification
  - Job Training
  - Other: Training Juvenile Employees

**Name of Attendees:**

Joi Huggins

\_\_\_\_\_  
\_\_\_\_\_

**Court Decision:**  
This section to be completed by County Judge's Office



1/29/2026

**Required Documents Checklist:**

**\*\* Same-Day Travel - Commissioners Court Approval is not required \*\***

**Overnight Travel**

- Travel Approval Form
- Registration Information or Confirmation
- Itinerary, Agenda, or Breakdown *Not Available*
- Hotel Information, Confirmation, or Hotel Reservation Request Form

**For Out of State Travel, please also include:**

- Cost Estimation Breakdown for Trip with Airfare, Rental Car, Meals, Hotel, Etc.
- Narrative as to why the Out of State Travel is necessary

Signature of Elected Official/Department Head:

*Stu Hart*

Sg

# HANDLE WITH CARE "INSTRUCTOR &/ RE-CERTIFICATION PROGRAM" DALLAS, TX

*Helping to create and maintain safer, more caring environments by teaching preventative actions that result in decreased need for physical restraint.*

When:	JUNE 01 - 03, 2026	→ Or	9:00 AM - 5:00 PM
Training & Lodging:	Springhill Suites Dallas Plano 8401 Angels Drive Plano, TX 75024 TEL: (469) 362-7773		Feb 23 - Feb 25 JH
	NO ROOM BLOCK RESERVED		
Cost:	\$1825.00 per participant		

## This seminar will cover:

- **Comprehensive Verbal Skills Workshop:** Handle With Care's Verbal De-escalation Training focuses on understanding the cycle of tension/relaxation and calibrating the intervention based on the student's needs and where the student is on the cycle. HWC also teaches a self-awareness model where staff is taught to monitor and control their reactions to provide better care and develop the ability to defuse situations through their own behavior and responses. The program then puts theory into practice in the form of role-plays. Physical Skills Training: Personal defense, use of personal space and blocking techniques.
- **Personal Defense:** Includes the use of personal space, escapes, blocking techniques and 3rd person save methods. HWC is the only technology in the industry that teaches you how to protect both yourself and another person/student from harm.
- **Primary Restraint Technique®.** The PRT® is versatile, effective, painless, safe and easy to apply. Staff is positioned in the safest place possible, behind the student. The PRT conveys an immediate reassuring sense of limits and is very effective with autistic students.
- **Early Childhood:** Pre-School & Early Elementary School Program. Go to our website for more information on our pre-school, kindergarten & early elementary school program including our proprietary child holding method.

**This is an Instructor &/ Re-Certification Program.**


Participants who successfully complete this course will be certified to teach the Basic Handle With Care Program when they return to the facility. **Slots will fill fast.**


To enroll or request additional information call:

Seminar Administrator: (845) 255-4031 / E: [Registrations@handlewithcare.com](mailto:Registrations@handlewithcare.com)

**Go To: [www.HandleWithCare.com](http://www.HandleWithCare.com)**

## HWC Full Program (Verbal Intervention + Physical Intervention + Instructor Certification) - 3 day

 February 23 - February 25, 2026

 Dallas, TX

09:00 AM - 05:00 PM

New Instructor Participants Will Attend All 3 Days. Existing Instructors Need Only Attend The Last Day For Re-Certification. For Re-Certification Only, See February 23-25. [View Co](#)

### Location

Springhill Suites Dallas Plano, 8401 Angels Drive, Plano, TX 75024

**Ellen Peveto**

**From:** SpringHill Suites By Marriott Reservations <reservations@res-marriott.com>  
**Sent:** Wednesday, January 7, 2026 3:49 PM  
**To:** Purchasing  
**Subject:** Reservation Confirmation #96524910 for SpringHill Suites by Marriott Dallas Plano/Frisco

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## SpringHill Suites by Marriott Dallas Plano/Frisco

8401 Angels Drive Plano, Texas 75024 USA

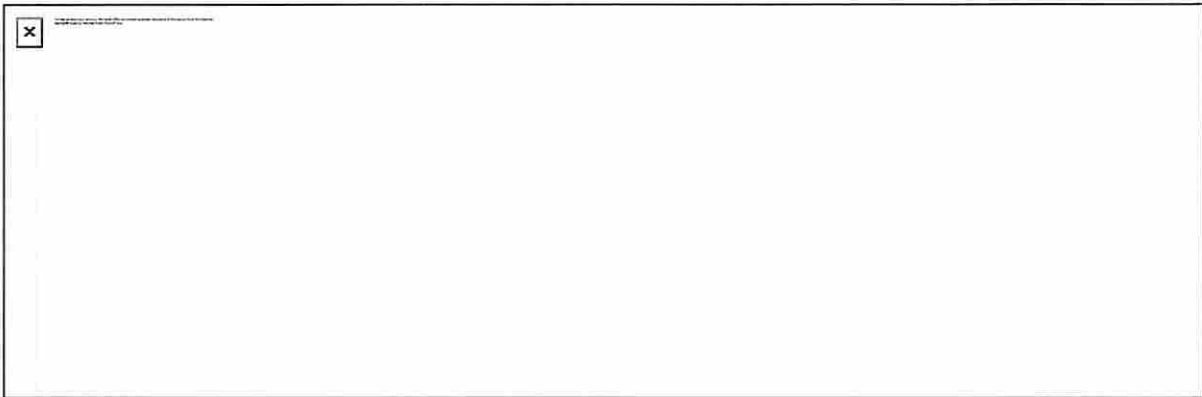
+1-469-362-7773

Thank you for your booking, Joi Huggins.

# A Little Extra. A lot Less Ordinary.

Sun, Feb 22, 2026 – Wed, Feb 25, 2026

Confirmation Number: 96524910



Check-In: Sunday, February 22, 2026

03:00 PM

Check-Out: Wednesday, February 25, 2026

12:00 PM

Number of rooms	1 Room
Guests per room	1 Adult
Guarantee Method	Credit Card Guarantee, Master Card
<hr/>	
Total for Stay (all rooms)	588.40 USD

Room 1	
<hr/>	
Room Type <input type="checkbox"/>	Studio, 1 King, Sofa bed
	UPGRADE ROOM <input type="checkbox"/>
Guaranteed Requests:	
None	
ALL REQUESTS <input type="checkbox"/>	

**Manage Stay**

## Important Information About Your Stay



In order to prepare for your upcoming stay, we invite you to **learn more** about what to expect when you arrive and the experiences that await you.

Joi Huggins, endless experiences await with Marriott Bonvoy®. Access contactless check-in through the mobile app, enjoy Member Rates, get exclusive offers, and more.

[Join Now](#)



## Summary Of Charges

Sunday, February 22, 2026 – Monday, February 23, 2026

1 Night at 159.00 USD per night per room

Flexible Rate

Monday, February 23, 2026 – Wednesday, February 25, 2026

2 Nights at 179.00 USD per night per room

Flexible Rate

Taxes & Fees (per night per room)

Estimated Government Taxes & Fees 22.40 USD

State Cost-Recovery Fee 1.40 USD

**Totals**

Total for Stay (all rooms) 588.40 USD

**Other Charges**

On-site parking, fee: 2.87 USD daily

## Rate Details & Cancellation Policy

- You may cancel your reservation for no charge before 11:59 PM local hotel time on Saturday, February 21, 2026 (1 day[s] before arrival).
- Please note that we will assess a fee of 179.67 USD if you must cancel after this deadline.
- Travel agents: please note that this rate is commissionable.
- Please note that a change in the length or dates of your reservation may result in a rate change.

### **Rate Guarantee Limitation(s)**

- Changes in taxes or fees implemented after booking will affect the total room price.

### **Additional Information**

- Unless otherwise stated in the "Rate Details & Cancellation Policy" section of this email: An authorization request may be placed on your credit or debit card (where accepted) soon before or at check-in. This authorization may be for an amount up to the cost of the room, tax, and estimated incidental charges for the length of your

stay (up to seven nights). For stays longer than seven nights, an additional authorization may be requested for the full expected amount. At check-out, your payment card will be charged for the actual amount incurred during your stay.

# Contact Us

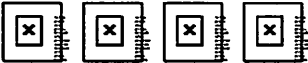
## Phone Numbers

Call 1-888-287-9400 in the US and Canada

For everywhere else, call our Worldwide Telephone Numbers

[View Worldwide Telephone Numbers](#)

**FREQUENTLY ASKED QUESTIONS** ▾



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### Confirmation Authenticity

We're sending you this confirmation notice electronically for your convenience. Marriott keeps an official record of all electronic reservations. We honor our official record only and will disregard any alterations to this confirmation that may have been made after we sent it to you.

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