

Care Team Workflow

A care team meeting is not a single event in Atlas K-12 - it is a loop that starts before the meeting, runs during the meeting, and closes after the meeting. Every step leaves an artifact you can print and file.

THE LOOP

Before: schedule

Create the meeting in Atlas. Pick a date, invite members, attach the student list. Atlas pulls each student's most recent data automatically.

Before: prep packet

Atlas assembles a one-page Care Team summary per student. Print or push to the meeting screen. The packet updates the morning of the meeting.

During: discuss students

Walk through each student on the list. Atlas shows the timeline, active interventions, and recent behavior or attendance events in the meeting view.

During: review strategies

For any open intervention, rate it with the compass icons. For new concerns, search the strategy library from the same screen and attach a new strategy.

During: assign next steps

Every decision becomes a next-step task with an owner and a due date. Tasks appear on the owner's home dashboard the next morning.

After: rate the meeting

One question: did this meeting move the kids forward? 1 to 5 compass icons. That rating drives the system's suggestions for next week.

After: follow-up

Atlas tracks every next-step task to completion. Overdue items surface on the coordinator dashboard. Nothing falls through the cracks.

The rating is the engine. Every rating you enter (on strategies, on meetings, on Compass answers) feeds the district model that runs on your server. That is how your copy of Atlas K-12 gets smarter about your students over time.