

# Parent Guide for Access to the WVEIS Parent Portal

The WVEIS Parent Portal allows parents the ability to see WVEIS data concerning their student. Parents will be able to view information such as -

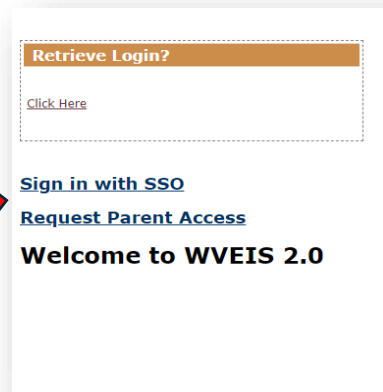
Student Schedule  
Period Attendance  
Report card grades  
Graduation progress

Behavior  
Daily Attendance  
Transcripts  
PEP Plan\*

\*Parents will be able to view and sign the PEP plan. All other data is view only.

## Registering for a Parent Account

1. The registration/log-in page for our county is [pocahontas.sis.k12.wv.us/apps/ptl/ptl100/logins.shtml](http://pocahontas.sis.k12.wv.us/apps/ptl/ptl100/logins.shtml)
2. Click the 'Request Parent Access' link
3. Enter your email address
4. Click ENTER



**PLEASE NOTE:** In order to be successfully connected to your child's WVEIS record, the following conditions must be met –

1. You must be listed as a guardian on your child's WVEIS record
2. You must register with an email address that is on your child's record in WVEIS
3. You must be marked to allow Online Access in your child's record.



If any of these are missing, you will receive an error message when trying to register. Please contact your child's school to verify the information on their record and try again.

If a record is found, you will see a message to check your email. The email will contain a link to create a password. Once you have set up your password, registration is complete.

# The Parent Portal

To access the portal, you will use the same page as used for registration. Enter your email and password in the log-in box and then click 'Enter'.

**Please Enter Your User ID and Password**

**Login**  
User ID → NARGABRI@K12.WV.US  
Password → \*\*\*\*\*

**Retrieve Login?**



[Sign in with SSO](#)  
**Welcome to WVEIS 2.0**

All students connected to your guardian record will be available here-

***if the email address, online access, and parent IDs match on each student's record.***

If students are missing from the drop-down, please reach out to the missing child's school to troubleshoot.

Once logged in, you will see 'Student Information' and 'Household Information'. Click on Student Information to see your child's WVEIS data.

SIS Parents

Notices: School Year 23-24 Term 2nd Sem

**Home**

**[Student Grades Summary]**  
Quick view of the student's performance for the term, including grades, attendance, and citizenship. [SSPL.100E]

**[Student Grades Details]**  
Detailed term report with Grades, Citizenship, Assignments and Attendance. [SSPL.500]

**[Assignments]**  
Report of assignments for all classes; includes filters and options to show instructions and attachments. [SSPL.100A]

**[Attendance by Class]**  
Attendance details organized by class; can be filtered by date or attendance code. [SSPL.100B]

**[PEP Plan Viewer]**  
Your Personalized Education Plan, tracking interests, plans, course requests, and credit requirements.  
Parents and Students: please review and sign the plan each year. [SEDP.503]

**[Student Assessment Results]**  
Shows all student assessment records and a comparison of results over time. [SASS.412]

**[Term Grade Summary]**  
A quick view of the student's grading period and term grades. [SSPL.100F]

**[Schedule]**  
Term schedule for student including all enrolled schools. [SSCD.110F]

**[Daily Attendance Detail]**  
Daily attendance records for all enrollments in the selected year. [SGBT.400C]

**[Period Attendance Details]**  
A detailed report of a student's attendance in all classes. [SSCH.190D2]

**[Discipline Incidents]**  
Detailed report of student discipline incidents and interventions for all schools in the selected year. [SITV.810A]

**[Grades]**  
All marking period grades for the student in the selected year. [SGBA.400A]

**[Graduation Progress - Student]**  
A report of each enrolled student's graduation progress, along with current credits planned, scheduled, and earned. [SEDP.510A2]

## Student Information

Grades, attendance, course requests, assignments, class schedules, messaging, etc.

[SPAR.201]

## Household Information Sheet

Contact information and emergency contacts for your household.

[SFAM.103]

# Household Information Sheet

|                                       |                                           |                  |                  |                                |            |       |                       |
|---------------------------------------|-------------------------------------------|------------------|------------------|--------------------------------|------------|-------|-----------------------|
| Save                                  | Refresh                                   | Print            |                  |                                |            |       |                       |
| Household Information                 |                                           |                  |                  |                                |            |       |                       |
| Name:                                 | Smith, Johathan                           |                  |                  |                                |            |       |                       |
| Home Address:                         | 120 E Hill View Dr                        | Apartment / Unit | Kenova           |                                |            |       |                       |
| **Mailing Address:                    | Street                                    | Apartment / Unit | City             |                                |            |       |                       |
| **Only if different than Home Address |                                           |                  |                  |                                |            |       |                       |
| Students                              |                                           |                  |                  |                                |            |       |                       |
| First Name                            | Middle Name                               | Last Name        | Preferred Name   | M/F                            | Birth Date | Grade | School                |
| Alexia                                | Y                                         | Bailey           | Bailey, Alexia Y | F                              | 2006-11-19 | 12    | Fruitcake High School |
| Parent/Guardian Contact Information   |                                           |                  |                  | * = Not authorized for release |            |       |                       |
| Name:                                 | Johathan                                  | Smith            | Person ID:       | 0000065                        |            |       |                       |
| Home Phone:                           | 304-563-6532                              | Cell Phone:      | 304-563-6532     | E-mail:                        | jsmith@a   |       |                       |
| Employer:                             | Jo's Bagel Shop                           | Occupation:      | bagel maker      | Work Phone:                    | 304-521-   |       |                       |
| Relationships:                        | Alexia Bailey - Father (Primary Guardian) |                  |                  |                                |            |       |                       |
| Emergency Contacts                    |                                           |                  |                  |                                |            |       |                       |
| Seqn                                  | Name                                      | Relationship     | Home Phone       | Cell Phone                     | Note       |       |                       |
| 1                                     | Davis, Sarah                              | N/a              | 304-354-8545     |                                |            |       |                       |
| 2                                     | Ruper, Elise                              | N/a              | 304-354-8556     |                                |            |       |                       |

## Student Information Example Reports

|                    |                                                                         |                  |         |
|--------------------|-------------------------------------------------------------------------|------------------|---------|
| Insubordination    | 10:00 AM                                                                | HALL/ BREEZE WAY | Level 2 |
| Student Notes      | Phone out and in use in the hallway                                     |                  |         |
| Incident Notes     | Phone out and in use in the hallway                                     |                  |         |
| Intervention       | Detention - after school 05/01/2024 - 05/02/2024 2 Days                 |                  |         |
| Intervention Notes | Two days after school detention 5.1 and 5.2. Called Mom to communicate. |                  |         |
| Insubordination    | 02/29/2024                                                              |                  | Level 2 |
| Student Notes      | Tardy #6 to Shield                                                      |                  |         |
| Incident Notes     | Tardy #6 to Shield                                                      |                  |         |
| Intervention       | Administrator/student conference or reprimand 02/29/2024                |                  |         |
| Intervention Notes | Student/Admin conference, next tardy will result in after school or DSS |                  |         |
| Insubordination    | 12/14/2023                                                              | CLASSROOM        |         |
| Student Notes      | 6th tardy to Shield                                                     |                  |         |

### Discipline Incidents

### Daily Attendance Details

| Date       | Day | Code  | Description          | Reason                              | Comment                                          |
|------------|-----|-------|----------------------|-------------------------------------|--------------------------------------------------|
| 09/01/2023 | Fri | AB2   | Absent - half day    | Unexcused - Half Day                |                                                  |
| 09/19/2023 | Tue | AB2   | Absent - half day    | Medical Appointment - Half          | dr appt, in @ 9:39                               |
| 10/26/2023 | Thu | AB2   | Absent - half day    | Medical Appointment - Half          | dr appt, in @ 10:55                              |
| 11/17/2023 | Fri | AB1   | Absent - full day    | Unexcused - Full Day                |                                                  |
| 12/21/2023 | Thu | AB2   | Absent - half day    | Unexcused - Half Day                |                                                  |
| 01/18/2024 | Thu | AB1   | Absent - full day    | Unexcused - Full Day                |                                                  |
| 02/09/2024 | Fri | ELSE1 | Elsewhere - Full day | School Approved Activity - Full Day | Marshall University Speech and Debate Tournament |

### PEP Plan with Signature Field

You must earn 1.00 credits from the Soc Stu - Civics (1) group.

You must earn 1.00 credits from the Soc. Stu. - Personalized Credit (1) group.

You must earn 1.00 credits from the Fine Arts (1) group.

You must earn 1.00 credits from the PE (1) group.

You must earn 1.00 credits from the Health (1) group.

|         |    |    |    |   |   |
|---------|----|----|----|---|---|
|         | 1  | 1  | 1  | 1 | 1 |
| Totals: | 19 | 14 | 11 |   |   |

|                                               |          |         |
|-----------------------------------------------|----------|---------|
| Personalized Courses                          |          | Credits |
| Title                                         | Required | Planned |
| AP English Language & Composition (01   4041) | 1        | 1       |
| Speech/Oral Communication (05   4076)         | 1        | 1       |
| AP U.S. Government & Politics (04   7044)     | 1        | 1       |
| Business Law (04   7551)                      | 1        | 1       |
| Course Responses                              |          |         |
| 6th Grade - Bartholomew Middle School         |          |         |

Enter your name here:

## Forgotten Password or Change in Email Address

If you have forgotten your password, simply re-register for an account with the 'Request Parent Access' link and choose a new password when prompted. If your email address has changed contact your child's school to have it changed on their WVEIS record. Once it has been changed, register for a new account using the new email address.