



YES FOR EARLY SUCCESS COOPERATIVE

Conflict of Interest Policy

INTRODUCTION:

As part of YES FOR EARLY SUCCESS COOPERATIVE's commitment to integrity, transparency, and equity, this Conflict of Interest Policy outlines the expectations for all members, including staff, subcontractors, board members, and volunteers. This policy aims to prevent both actual and perceived conflicts of interest, ensuring that decisions and actions taken on behalf of YES FOR EARLY SUCCESS COOPERATIVE are in alignment with its vision, mission, and Liberatory Design principles.

1. VISION AND MISSION ALIGNMENT

All decisions, actions, and partnerships within YES FOR EARLY SUCCESS COOPERATIVE are guided by the organization's vision and mission:

- **Vision:**

To create a world where marginalized communities are empowered, children are prepared for kindergarten success, and families are supported in advocating for their child's educational journey. We strive to build sustainable, equitable systems that support high quality early learning experiences for all.

- **Mission:**

To partner with early childhood education programs across Washington State to ensure equitable access to Early Childhood Education and Assistance Program (ECEAP) slots. We work to empower families, bridge the gap between early learning and K-12 education, and provide the tools necessary for kindergarten readiness.

2. LIBERATORY DESIGN PRINCIPLES

At YES FOR EARLY SUCCESS COOPERATIVE, **Liberatory Design** principles serve as the foundation for ethical decision-making. This framework centers equity and inclusion, dismantles oppressive systems, and encourages transparency in all interactions. As part of this commitment, it is essential that conflicts of interest—whether actual, potential, or perceived—are identified and addressed promptly to maintain the integrity of the Cooperative's work, particularly in relation to marginalized communities.

3. DEFINITION OF CONFLICT OF INTEREST

A conflict of interest arises when a person in a position of trust or influence within YES FOR EARLY SUCCESS COOPERATIVE has personal, professional, or financial interests that could interfere with their duties or decision-making for the Cooperative.



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This includes situations where such interests may lead to, or appear to lead to:

- The prioritization of personal gain over the Cooperative's mission and vision.
- An unfair advantage to individuals, organizations, or entities with whom the person has a relationship
- The perception of bias or favoritism in the decision-making process. Conflicts of interest may be **actual**, where a conflict exists; **potential**, where a conflict could arise in the future; or **perceived**, where it may appear to external parties that a conflict exists, even if it does not.

4. TYPES OF CONFLICTS OF INTEREST

This includes situations where such interests may lead to, or appear to lead to:

- **Personal Financial Gain**

Direct or indirect financial benefits to a person, their family members, or close associates due to decisions made on behalf of YES FOR EARLY SUCCESS.

- **Relationships with Subcontractors or Vendors**

Engaging with subcontractors, vendors, or partners where the individual has a personal or financial relationship that could affect impartiality in decision-making.

- **Dual Roles or Employment**

Holding employment, board memberships, or consultancy roles with other organizations that have competing interests or conflicting objectives with YES FOR EARLY SUCCESS.

- **Use of Cooperative Resources**

Using YES FOR EARLY SUCCESS resources, including intellectual property, materials, or staff time, for personal or non-Cooperative purposes.

- **Gifts or Favoritism**

Accepting gifts, favors, or special treatment from subcontractors, vendors, or partners that could influence decisions made on behalf of YES FOR EARLY SUCCESS COOPERATIVE.

5. DUTY TO DISCLOSE

All members of YES FOR EARLY SUCCESS COOPERATIVE are required to disclose any actual, potential, or perceived conflicts of interest as soon as they arise. This disclosure must be made to the Executive Director, the Board Chair, or the appropriate leadership. Failure to disclose a conflict of interest may result in corrective action, including termination of employment, contracts, or membership.



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TRANSPARENCY AND ACCOUNTABILITY:

- **Perceived Conflicts:** Even if no actual conflict exists, transparency requires that perceived conflicts be disclosed to avoid damaging the Cooperative's reputation or undermining trust within the community.
- **Ongoing Disclosure:** Individuals are responsible for disclosing conflicts of interest at the time of hire, engagement, or contract signing, and throughout their tenure if new conflicts arise.

4. TYPES OF CONFLICTS OF INTEREST

Upon disclosure of a conflict of interest, the following procedures will be implemented:

1. Review of the Conflict

The Executive Director or relevant leadership will review the conflict and assess whether it requires further action. In the case of board members, the matter may be referred to the full board for consideration.

2. Recusal from Decision-Making

If a conflict of interest is confirmed, the individual involved will recuse themselves from any discussions, decisions, or actions related to the matter.

3. Transparent Documentation

If a conflict of interest is confirmed, the individual involved will recuse themselves from any discussions, decisions, or actions related to the matter.

4. Corrective Actions

If the conflict poses a significant risk to the Cooperative's operations or reputation, corrective actions may be taken, including the reassignment of duties, termination of contracts, or removal from decision-making roles.

7. AVOIDING CONFLICTS OF INTEREST

To avoid conflicts of interest, individuals should:

- Refrain from using their position within YES FOR EARLY SUCCESS for personal gain.
- Avoid situations that could compromise their ability to act in the best interests of the Cooperative.
- Seek guidance from leadership when uncertain about whether a conflict of interest exists.
- Act with transparency in all dealings related to subcontractors, vendors, and community partners.



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8. ETHICAL RESPONSIBILITY TO MARGINALIZED COMMUNITIES

In alignment with YES FOR EARLY SUCCESS's Liberatory Design principles, this policy emphasizes the need to:

- Protect the intellectual property, cultural knowledge, and resources of marginalized communities served by YES.
- Ensure that personal interests do not compromise the equitable treatment and representation of these communities.
- Recognize that transparency and trust are critical in maintaining ethical relationships with marginalized communities, whose histories and contributions are often misappropriated.

9. CONSEQUENCES OF VIOLATING THE CONFLICT OF INTEREST POLICY

In alignment with YES FOR EARLY SUCCESS's Liberatory Design principles, this policy emphasizes the need to:

- Termination of employment, contracts, or partnerships.
- Legal action if conflicts result in financial loss, reputational damage, or harm to the Cooperative or the communities served.
- Removal from decision-making or leadership roles within YES FOR EARLY SUCCESS COOPERATIVE.

10. ACKNOWLEDGMENT AND SIGNATURE

I, _____, acknowledge that I have read, understand, and agree to abide by the Conflict of Interest Policy for YES FOR EARLY SUCCESS COOPERATIVE. I commit to disclosing any actual, potential, or perceived conflicts of interest and to maintaining transparency in all interactions. I recognize that failure to adhere to this policy may result in corrective actions.

Signature: _____

Date: _____